
2005

Annual Report

Philadelphia Adult Probation and Parole Department
First Judicial District of Pennsylvania
Court of Common Pleas
Trial Division

Honorable Frederica Massiah-Jackson, President Judge
Honorable James J. Fitzgerald III, Administrative Judge, Trial Division
Honorable D. Webster Keogh, Supervising Judge, Criminal Trial Division
Joseph Cairone, Court Administrator
David D. Wasson III, Esq., Deputy Court Administrator, Criminal Trial Division
Robert J. Malvestuto, Co-Chief Probation Officer
Frank M. Snyder, Co-Chief Probation Officer

Philadelphia
Adult Probation/Parole Department
2005

Co-Chief Probation Officers

Robert J. Malvestuto

Frank M. Snyder

Directors

Joan Bedell

Patricia L. Blow

James H. Harkins

Edward V. Quinn

Anthony R. Sasselli

Donald X. Taylor

Associate Directors

Frank T. DeFrancesco

Kathleen M. Intenzo

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W. Kevin Reynolds

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Mission Statement

The Adult Probation and Parole Department is a community corrections agency within the Philadelphia Criminal Justice System and derives its authority from the Philadelphia Court of Common Pleas and Municipal Court for the expressed intent of providing services to the courts, protecting the community, providing opportunities to offenders to improve their lives, and assisting victims.

Service to the Court

The agency will provide presentence investigation reports, mental health evaluations, and any other information to assist in the judicial decision making process.

Protection of the Community through Supervision of Offenders

The agency will ensure compliance of offenders with the rules and regulations of probation and parole and with court imposed conditions.

The agency will provide appropriate supervision and services for offenders aimed at reducing criminal activity. These services are intended to aid offenders in meeting their basic needs and developing their potential skills, through collaboration with community agencies.

Services to Victims

The agency will provide a broad range of services for the benefit of victims and the community.

❖❖❖ Office of the Chief Probation Officers ❖❖❖
Robert J. Malvestuto ❖ Frank M. Snyder

We face the challenge of addressing the issues that threaten public safety. More effective ways must be found to meet the needs of today's offenders, and new alliances must be forged in the community toward restoration of both offender and victim. In 2005, Philadelphia Probation and Parole Department looked to partner with local stakeholders in addressing the growing violence in our city and to collaborate with experts in the fields of research, offender reentry and reintegration, and public health. Looking at our own organizational structure, we began a transformation that would permit us to strengthen our contributions to community corrections and the Courts.

In 2005, the Philadelphia Adult Probation and Parole Department (APPD) provided supervision and services to over 51,000 people who were sentenced to probation or who were paroled from county prisons by judges of the Common Pleas and Municipal Courts. Our population includes city residents under courtesy supervision for other jurisdictions. The department operated with nearly 400 employees.

A plan was implemented early in 2005 to widen the scope of the department through innovative changes within the two branches of Supervision Services and Administrative Services. While the administrative services branch took on additional supervision services, the Supervision Services branch expanded the department's existing anti-violence initiatives in response to the escalating violence within the city and the growing issues of public safety.

2005 Highlights

Late in 2004, the state legislature announced the implementation of the Blueprint for a Safer Philadelphia and the Safe Neighborhood Initiative. A major component was Gun Court, created to address the increasing number of weapons offenses being committed in Philadelphia and the danger to the community when weapons are possessed illegally. Philadelphia's Gun Court began operation on January 10, 2005. An identified goal was the provision of intense supervision of offenders who were at risk to suffer from or commit firearm violence. APPD built on its good police relationships and expanded the existing partnership, between the department's Youth Violence Reduction Partnership and Philadelphia Police Department, to include field contact with Gun Court offenders. Night and weekend targeted patrols, in their homes and their communities, are designed to support offenders in breaking patterns of high risk behavior. Integrated into the Gun Court initiative are research and program analysis components. The evaluation focuses on the development of the project and how it unfolds over time, and on the project's impact on crime and recidivism.

Gun Court's research component led us to investigate a promising research relationship with University of Pennsylvania's Department of Criminology. By April of 2005 our conversations with Penn had produced a plan to develop a research agenda to identify best practices for maximizing services to the Court, protection of the community, opportunities for offenders and assistance to victims. A statistical model began to emerge from Penn's preliminary analysis of our data and from their mapping of the variables determined to be of interest. We named this model PROBE-Stat, articulating a mission statement to unite community supervision agencies and academic criminology in a data-driven partnership to prevent crime, especially serious violence, committed by and against offenders under court supervision in the community. At the end of the year, several other research ideas grew out of the work being accomplished, and we continue to explore the wealth of information and predictive modeling that academic research can offer. Our relationship with the Department of Criminology at Penn led to APPD's being invited to design a panel presentation on "Probation's Response to Gun Violence" at the World Congress of Criminology that took place in August, 2005 in Philadelphia.

The department's specialized initiatives were enhanced or enlarged in response to increasing arrest rates. Dialogue with Philadelphia Police took place on a daily basis between regional units, Domestic Violence supervision and Youth Violence Reduction Partnership units. A behavioral health focus, with evaluation, treatment and related services, remained an integral part of APPD's supervision strategies. Forensic Intensive Recovery caseloads provided community-based treatment and support services through early parole, and the Intermediate Punishment Program sentenced offenders directly to behavioral health treatment and community service in lieu of incarceration. Innovative drug use detection continued with the department's use of optical scanning technology for substance abuse prescreening.

APPD maintained its involvement in the Philadelphia Consensus Group on Reentry and Reintegration of Adjudicated Offenders, a multi-agency effort to reduce the rates of recidivism and community violence by helping ex-offenders successfully reintegrate into society. Working to identify the various barriers to successful ex-offender reintegration and to find a way for local criminal justice agencies to curb the rising recidivism rate, the group composed a 2005 report, providing a blueprint for a more comprehensive pre- and post-release planning process in the Philadelphia Prison System. APPD embarked on a plan for a reentry initiative within its parole unit, to place parole officers in the prisons, creating reentry plans and providing ex-offenders with their plans and other resources to help them take charge of their own future and discourage activity that may lead to re-incarceration

Yet another initiative took shape in collaborative discussions with Philadelphia Health Management Corporation and other Philadelphia stakeholders regarding a need for programs and services for the offenders under our supervision. We were able to identify our offenders' major problems as being medical needs, needs of women with children, lack of housing and lack of life skills. Initial work began with plans for assessment of needs on an identified group of women under supervision. To meet the needs of offenders, we hope to eventually provide within our own department those services which were once fragmented throughout city agencies.

While APPD increasingly looked outward in 2005, expanding collaboration with other systems and forging new alliances to meet offenders' needs and ensure public safety, it was also necessary to look at our own ways of providing supervision and services. After an initial period of information gathering in committees and focus groups, the First Judicial District in August, 2005 signed a contract to develop a computerized Probation Case Management System. We acknowledge that much work is still ahead of us, in that this project will not only change the way we manage information, but it will also require a significant change in business practices.

At the end of 2005, Philadelphia Adult Probation and Parole Department is poised for new ventures, with an organization newly structured to implement its enhanced contribution to community corrections. Even with budget constraints, we are committed to widened vision and expanded partnerships in our mission of serving the courts, the community, offenders and victims.

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OFFICE OF FACILITIES MANAGEMENT AND PERSONNEL SERVICES
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The Office of Facilities Management and Personnel Services have the following areas of responsibility:

Facility Management of 1401 Arch Street, Philadelphia, PA 19102
Personnel Services for the Adult Probation and Parole Department
Labor Relations
Disciplinary Investigations
Department of Public Welfare Criminal Record Checks
Management of Subpoenas
Monthly Statistics

Facilities Management

APPD's daily routine reflects the safe, clean and pleasant work environment that is provided for the staff of the department and of Pretrial Service. Year 2005 was uneventful in regard to building changes or developments. As an ongoing process, Facilities Management continues to provide standard building support functions such as:

- Processing ongoing complaints or requests for repair and maintenance services
- Automated services for maintaining fleet vehicles for field visits
- Telephone services regarding number changes, problems and service
- Ongoing messenger mailing service for the APPD and for the building
- Inventory control including ordering, processing and billing of all supplies and equipment
- Maintenance and supervision of all service contracts for APPD equipment

**ADULT PROBATION AND PAROLE PROFESSIONAL STAFF
BUDGET FOR FY '06
JULY 1, 2005 TO JUNE 30, 2006**

Program	Staff Positions	City	State	Federal	Total
Grant-In-Aid		228	\$5,592,214.00	\$4,633,109.00	\$10,225,323.00
Match		62	\$2,668,545.00		\$2,668,545.00
Restrictive IP		9		\$457,942.00	\$457,942.00
Victims		3		\$94,386.00	\$94,386.00
Welfare Fraud		9		\$345,006.00	\$345,006.00
Insurance Fraud		1		\$41,602.00	\$41,602.00
Unemployment		2		\$83,204.00	\$83,204.00
SNI/Blueprint		23		\$1,169,830.00	\$1,169,830.00
Supervision Fee		2	\$46,822.00		\$46,822.00
Totals		339	\$8,307,581.00	\$6,730,693.00	\$94,386.00

DEPARTMENT EXPENDITURES 2005

2005 Expenses

Personnel:	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
General Fund	\$3,258,288.00	\$3,833,271.00	\$3,306,266.00	\$3,916,929.00	\$14,314,754.00
SVF	\$14,194.00	\$16,842.00	\$13,586.00	\$17,019.00	\$61,641.00
Grant	\$310,560.21	\$229,925.90	\$166,384.08	\$149,074.15	\$855,944.34
Other	\$0.00	\$0.00			\$0.00
Supplies/Operating					
General Fund	\$107,495.00	\$122,867.00	\$146,636.00	\$88,030.00	\$465,028.00
SVF	\$91,817.00	\$141,843.00	\$75,312.00	\$114,028.00	\$423,000.00
Grant	\$2,503,556.00	\$268,794.00	\$55,495.00	\$154,825.00	\$2,982,670.00
Other	\$0.00	\$0.00			\$0.00
Total					\$19,103,037.34

Personnel Services

As an ongoing process, Personnel Services staff continues to provide support to APPD staff and administration in the following areas:

- Recording of employee daily time usage and providing quarterly updates to employees
- Prepare and process employee FMLA applications
- Act as liaison/advocate for employees in responding to Court Human Resources Office
- Prepare and process employment applications and state forms
- Prepare staffing and time usage reports for APPD administration
- Assist employees in filling out health insurance forms
- Act as coordinator for FJD/City Combined Campaign Drive
- Process all dockings and overtime as required
- Distribute and collect employee performance evaluations, and forward completed reports to Court Human Resources

Other Functions:

- Meet with attorneys regarding lawsuits against the department by former or current employees
- Attend Unemployment Compensation Hearings
- Issue reports to CPOs: compensation time earnings, lateness, and work schedules
- Coordinate interview schedules and prepare packets for all candidates interviewing for employment with the APPD. Candidate packages include thumbnail biography, short work history, criminal record check, and any other information which assists the interviewers
- Distribute paychecks, FLEX benefits checks, W2 forms and Catastrophic Leave Information

Labor Relations

The Office of Facilities Management and Personnel Services have been designated as the point of Contact for all union related matters. During the course of the year, labor management meetings were conducted, and there were attempts to resolve issues and conflicts between FJD and Local 810 regarding contractual issues with the membership of Local 810. As part of this process, the Office of Facilities Management and Personnel Services was involved with all grievance matters, attempting to resolve them and to insure that the proper procedures were followed as outlined in Court Personnel regulations.

Disciplinary Investigations

The Office of Personnel Services conducts all investigations into improper behavior by employees of the APPD. In general, there is an investigation conducted on every major disciplinary action with recommendations forwarded to the Co-Chief Probation Officers for disposal of the matter.

Department of Public Welfare Criminal Record Checks

This has been an ongoing process in which the Department of Public Welfare requests that APPD accomplish criminal record checks and financial checks on individuals who are applying for public assistance. There is an average of eighty requests per day, which have to be individually screened in order to provide the appropriate information, so eligibility decisions for welfare recipients can be made by the Department of Welfare. This is a time consuming process, and it continues to be streamlined and revised when possible.

**PHILADELPHIA ADULT PROBATION/PAROLE DEPARTMENT
MONTHLY CASELOAD STATISTICS BY DISTRICT
DECEMBER 2005**

DISTRICTS	CASES	PEOPLE	# PO'S	AVG. CASELOAD	AVG. PEOPLE
East 1	1,641	1,350	8	205	169
East 2	518	423	7	74	60
East 3	1,150	939	7	164	134
East 4	1,480	1,233	7	211	176
East 5	1,580	1,356	7	226	194
South 1	1,603	1,319	10	160	132
South 2	1,475	1,225	8	184	153
West 1	1,757	1,460	9	195	162
West 2	1,690	1,452	9	188	161
West 3	1,866	1,580	10	187	158
West 4	0	0	0	0	0
West 5	644	503	7	92	72
TOTAL DIVISION I	15,404	12,840	89	173	144
A.R.D.	2,388	2,384	6	398	397
Central 1	1,655	1,442	10	166	144
Mental Health	1,274	1,033	8	159	129
Sex Offenders	893	786	5	179	157
Northeast 1	770	660	6	128	110
Northeast 2	1,480	1,232	6	247	205
Northeast 3	1,353	1,097	6	226	183
Northeast 4	1,118	950	9	124	106
Northwest 1	1,508	1,302	8	189	163
Northwest 2	1,098	913	8	137	114
Northwest 3	1,280	1,108	7	183	158
Northwest 4	1,651	1,381	8	206	173
TOTAL DIVISION II	16,468	14,288	87	189	164
Alcohol Highway Safety - PIP	2,433	2,187	9	270	243
Central 2	1,472	1,210	9	164	134
Intermediate Punishment	1,128	896	8	141	112
Monitored Supervision	425	332	6	71	55
House Arrest Officers	0	0	2	0	0
IP Coordinator	0	0	1	0	0
TOTAL DIVISION III	5,458	4,625	32	171	145
ACT 84 - State Institution	2,091	1,998	0	0	0
Fraud	6,000	5,773	11	545	525
Restitution	1,294	1,255	2	647	628
Presentence Investigation 1	0	0	8	0	0
Presentence Investigation 2	0	0	10	0	0
Victim's Impact	0	0	2	0	0
DIVISION IV	7,294	7,028	13	561	541
Wanted Cards	11,932	10,137	0	0	0
Operations Officers	0	0	1	0	0
OPERATIONS DIVISION	0	0	0	0	0
Out of State/Town	504	465	4	126	116
OPERATIONS DIVISION CJC	504	465	4	126	116

PHILADELPHIA ADULT PROBATION/PAROLE DEPARTMENT
MONTHLY AGGREGATE WORKLOAD REPORT
MONTH OF DECEMBER 2005

CATEGORIES	MONTHLY	YEAR TO DATE
PAPPD Cases Received	2,092	25,249
PAPPD Cases Expired	1,915	27,085
Total PAPPD Cases	59,151	
Average PAPPD Case Count:		
Division I	173	
Division II	189	
Division III	171	
Division IV	561	
Operations CJC	126	
VOP's Requested/Scheduled	466	7,624
VOP's Continued/Disposed	2,859	30,960
Total P.O. Court Hours	2,584	32,278
Offender Contacts	55,101	664,834
Drug/Eye Screens Conducted	4,790	60,158
Arrests	659	9,610
Parole Petitions Submitted (Cases)	776	7,155
Mental Health Reports Completed	131	2,182
Presentence Reports Completed	207	2,588
Economic Sanctions Collections	\$640,892.32	\$8,263,192.73
Total Payments Processed	9,719	131,446

PHILADELPHIA ADULT PROBATION / PAROLE DEPARTMENT

DECEMBER 2005

	ACTIVE CASE LIST				ARREST - * CONVICTION REPORT							**COLLECTION REPORT								
	CASE	PEOPLE	REAS PAST	TO EXP	# ARREST PEOPLE	# ARREST CASES	% ARREST	"# CONV PEOPLE	CONV CASE	% CONV	# SVF CASE W/BAL	#SVF PAYMT	SVF COLLECTED	SVF PD	# REST CASE W/BAL	# REST PAYMT	REST COLLECTED	% REST PD	# FIC PAYMT	F/C COLLECTED
DIVISION I	15,404	12,840	1,801	539	269	337	2%	N/A	N/A	N/A	7,761	558	22,380.76	7%	1,880	357	39,865.85	19%	797	43,393.81
DIVISION II	16,468	14,288	1,783	566	232	295	2%	N/A	N/A	N/A	7,815	1,060	41,230.58	14%	2,195	558	82,186.24	25%	939	34,700.41
DIVISION III	5,458	4,625	629	229	87	116	2%	N/A	N/A	N/A	2,614	223	10,873.18	9%	549	126	12,827.50	23%	506	38,245.75
DIVISION IV	9,385	9,026	7,461	1,129	46	48	1%	N/A	N/A	N/A	69	0	0	0%	8,831	2,688	239246.08	30%	118	16,197.93
OPERATION DIVISION	11,932	10,137	9,297	0	23	32	0%	N/A	N/A	N/A	5,238	2	20.00	0%	2,663	10	703.00	0%	0	0.00
OPERATION DIVISION CJC	504	465	91	16	2	2	0%	N/A	N/A	N/A	261	5	590.00	2%	115	19	2,301.50	17%	10	840.50
TOTAL	59,151	51,381	21,062	2,479	659	830	1%	N/A	N/A	N/A	23,758	1,848	\$75,094.52	8%	16,233	3758	\$377,130.17	23%	2370	\$133,378.40

• The program that the figures are extracted from of the Conviction portion of this report is not operating correctly, and is not available after July, 2003

•• The Collection Report reflects only ACTIVE PROBATION OFFICERS CODES and does not provide accurate collection for the month ••

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OPERATIONS DIVISION
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The Operations Division is a multifaceted Division. The Operations Division is responsible for scheduling Gagnon I and Gagnon II hearings, issuing and removing warrants, issuing and tracking parole petitions, initiating, transferring and terminating Probation/Parole cases. The division also handles SSI warrant cases and information services, is the liaison with the prison and all outside agencies. It also functions as the foundation for all Supervision staff, along with many other duties that support the work of the department.

This year the Operations Division received the responsibility of the training, coordination and the technical aspects of the JNET project. JNET was created to enhance public safety by providing a common on-line environment whereby authorized state, county, and local officials can access offender records and other criminal justice information from participating agencies.

The Operations Division Director was transferred to a different division and the Operations Manager assumed the responsibility for Operations.

Prison Population Management

This includes Special Release hearings, communication with the Deputy Managing Director's Office, Detainer Certification Management, et al. This is part of the ongoing effort to monitor and, where feasible, check the growth of the prison population.

The Prison Population Management function also includes insuring compliance with rules which govern detainees and violation hearings, and which affect the prison population. Under certain circumstances, detainees can be removed or "certified" by the Deputy Managing Director for Criminal Justice Prison Population Management. In 2005, 1,667 detainees were certified.

APPD Prison Population Managers also effectuated the removal of 738 detainees for cause. Those detainees for which payment of fines were a condition of removal netted \$113,894.00.

This year, we contacted 1,580 Judges directly in order to schedule violation hearings for offenders whose detainees may otherwise be certified.

Violations Unit

The Violations unit handles several aspects of Probation/Parole violations for all cases supervised by the department's officers, including generating and tracking wanted card and manual detainers, scheduling and staffing detainer hearings and scheduling violation hearings. A "Detainer" is the legal instrument used to hold an offender who is in Violation of Probation/Parole. Offenders whose whereabouts are unknown, and whose cooperation and contact with APPD cannot be restored, are placed in Wanted Card status for having absconded from supervision. Such offenders are then listed in local and State databases as being wanted by APPD, and a detainer is issued which will hold them in the event that they are apprehended. **In 2005, APPD filed 4,996 wanted detainers, and removed 4,825 existing warrants.** The Violations Unit fields calls from agencies all over the United States regarding offenders who are apprehended by other jurisdictions.

For each offender who is placed in Wanted Card status as above, the detainer is kept on file by the Pretrial Service Warrant Unit. That detainer can be "lodged" against an offender to ensure incarceration until a hearing is held. APPD also issues manual detainers in order to take probationers into custody whose whereabouts are known. **In 2005, APPD issued 6,704 manual detainers.** A Violations Unit staff person represents APPD at all detainer hearings, which are held at the Philadelphia Prisons. Detainers can also be sent to other jurisdictions to hold a wanted offender for transfer to a Philadelphia prison. The Violations Unit generates and tracks all detainers issued on cases supervised by APPD. **There were 8,944 detainer hearings held this year.**

Another responsibility of the Violations Unit is the scheduling and tracking of Violation of Probation/Parole hearings. Schedules are published each week which notify Officers and their managers of the hearings which will be held the following week.

MANUAL DETAINER STATISTICS		WANTED STATISTICS	
Issued 2005	6,704	Wanted Detainers Filed 2005	4,996
Removed 2005	6,693	Wanted Detainers Removed 2005	4,825
Issued 2004	6,417	Total # of Cases on WC as of 12/31/04	11,930
Removed 2004	6,424	Total # of Cases on WC as of 12/31/05	11,932
DETAINERS ISSUED/LODGED - 2005			
Manual/Wanted Issued		11,700	
Total		11,700	
Detainer Dispositions			
	Held	8,555	
	Removed	592	
Total		8,947	

Parole Unit

The Parole unit is responsible for timely issuance of parole petitions to Judges, who will then either approve or deny parole for the offender who is serving a sentence. Several guidelines and local rules determine when an inmate is considered for parole. These criteria and many other variables are contained in a complex network computer program which is known as the Release Information Network (RIN). This year R.I.N. was rewritten to an updated version of the original computer program. The Public Defenders Office is also networked to RIN, and uses RIN data to petition the Court for the parole of inmates which it represents. The Parole Unit processes those petitions.

The Parole Unit is also responsible for generating a parole order when the sentencing Judge has ruled favorably on the parole petition. The RIN system is used for this function as well. Since prison overcrowding has been an historical problem for Philadelphia County Prisons, it is imperative that the Parole Unit stay current with the processing of parole petitions and orders. The Parole unit also maintains close liaison with the Philadelphia Prison system through staff communication, and by the electronic download to the RIN system of information pertaining to the prison population. The Parole Unit is also responsible for conducting prison interviews.

In 2005, the Parole Unit issued 7,155 petitions to the Judiciary and processed 6,695 corresponding parole orders. The unit also conducted 1,251 reviews of parole petitions to inpatient programs.

Records Management Unit

The Records Management unit houses and maintains the master file for each expired probation and parole case. The unit performs the case initiation function on parole and courtesy supervision cases, as the Intake Unit does for probation cases, and performs further processing of cases initiated in the Intake Unit, providing the supervising officer with material pertinent to the case. The Records Unit is responsible for answering subpoenas and testifying on expired cases. They also manage hundreds of requests received from other agencies for information from active as well as expired cases, and perform data entry to keep the computer system current on the status of cases being supervised by APPD.

Records is responsible for handling a number of other case transactions, including risk/need, case transfers, expirations and quality control printouts.

Records is also responsible for microfilming expired cases, cases expired by death and Presentence Reports.

Records Statistics – 2005	
Cases Initiated by Records	8,500
Cases Processed	20,329
Courtesy/State Cases Reviewed	2,553
Cases Microfilmed	13,893

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**CRIMINAL JUSTICE CENTER
OPERATIONS**
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The essential link between the Criminal Justice Center courtrooms and APPD functions at 1401 Arch Street is the Department's Criminal Justice Center Operations Division. Through this Division's Intake Unit, all cases are initiated for First Judicial District's pre-trial diversion matters and for all post-trial convictions with probation and with bench parole.

The Division also encompasses the Court Mental Health Clinic, which is staffed under contract with the Court by Forensic Mental Health Associates. The judiciary relies on the Court Mental Health Clinic's psychiatrists and psychologists to provide evaluations in regard to a defendant's competency to stand trial, and after convictions, to prepare psychological reports to assist in sentencing.

The CJC Operations Division also includes the Out-of-Town Unit and DNA Processing which became operational in February, 2005. The Community Service Coordination Office and the GED Condition/Center for Literacy, although housed at 1401 Arch Street, are a part of this Division.

The Intake, Court Mental Health Unit and Out-of –Town Services Unit each function with a supervisor and staff, with the exception of DNA Processing which is manned by combinations of staff from each unit in conjunction with the Intake staff.

PROBATION INTAKE UNIT

STAFFING:

The Probation Intake Unit is made up of one Probation Officer Supervisor, six support staff and one part time clerical worker. It has been part of the training and orientation of newly hired Probation Officer Trainees to temporarily assign them to Intake on a rotating basis in order to familiarize them with the case initiation process and allow them the opportunity to interact with clients by completing a short structured interview. A host of student interns and externs are used in Intake as well.

Vital to the Intake Unit's operation is the open and regular communication with representatives of the Clerk of Quarter Sessions Office. Meetings continue to take place in order to ensure the accurate processing of probation/bench parole cases.

Total Cases For 2005

<u>Post-Trial</u>	<u>ARD</u>	<u>STATE</u>	<u>TOTAL</u>
15, 281	519	512	16,312

Cases processed in 2004	19,200		
Cases processed in 2005	<u>16,312</u>		
	2,888	Overall decrease	
	2,888		
	<u>2,351</u>	ARD cases processed by the Record Room	
	537	Actual case decreases	

The total of cases processed in 2005 indicates an overall decrease from the year 2004 of 2,888 cases. The reason for this decrease is a direct result of Intake Operations being removed from the duties of having to process and make up Accelerated Rehabilitation Disposition (ARD) cases and face sheets, effective March 7, 2005. The Record Room now has that responsibility. They were sent 2,351 cases to process and initiate. As a result of that, Intake's actual decrease of cases is 537 in 2005 as opposed to last year's increase of 1,267 cases.

The year 2005 brought many new changes to First Judicial District and Intake Operations such as Gun Court, DNA Testing, the Bail Surety project, JNet and NCIC. As a result of staff retirement and staff reorganization, cross training of all staff was needed and required so that Intake could continue to function with the staff that was available. The staff has been commended for working through all these changes.

In 2006, FJD and Intake will be faced with new challenges, especially in learning the new PCMS Monitor System, as we move into the age of electronic data management.

Court Mental Health Clinic

Mental Health Evaluations are ordered by the judiciary to verify the defendant's mental competence to stand trial and assist in their own defense. They are also ordered in connection with involuntary commitments, as well as to determine amenability to treatment and to provide the Court with other psychological information needed for sentencing. The Clinic provides Mental Health Evaluations for offenders upon request by the Probation Department, and gives training and case staffing for the department's Mental Health Unit. The Clinic provides training for the judiciary regarding mental health issues. The Clinicians train psychiatric residents and graduate psychology students. Research on psychological testing is ongoing in the Court Mental Health Clinic.

The Court Mental Health Clinic support staff has worked together basically intact for a number of years. True continuity has developed among them, which is a very valuable asset to the Clinic's demanding schedules and deadlines.

MENTAL HEALTH COURT ORDERS			
	2003	2004	2005
January	285	207	218
February	243	183	171
March	221	217	217
April	222	200	211
May	215	181	190
June	200	244	212
July	219	221	176
August	191	134	155
September	200	205	185
October	220	200	200
November	167	199	161
December	208	208	136
TOTAL	2591	2392	2232

All Intake and Court Mental Health staff completed state standard training requirements in 2005. All clerical and support staff completed at least sixteen (16) hours required. All professional staff completed the required forty (40) hours necessary to meet state standards. Intake's commitment to mentoring has yielded highly positive results, and interns who have been placed in the division have made significant contributions.

Out of State/Out of Town Unit: This unit is located in the Criminal Justice Center in order to intercept offenders immediately after court for case initiation and interview. Caseloads consist of Philadelphia convictions of residents of other states and other Pennsylvania counties. Offenders are interviewed, all documents are obtained and cases are prepared for transfer, by Interstate Compact regulations or by Intercounty Transfer Agreement, to the state or county of residence for their courtesy supervision. Cases are monitored through the transfer process until acceptance, with follow-up requests for periodic progress reports. Cases are returned to APPD from other jurisdictions if the offender sustains a new arrest or fails to comply with supervision, which results in a violation hearing being listed before the sentencing judge. Interstate Compact cases carry complex requirements regarding permission to return to state of residence and granting of travel permits. Case management of both intercounty and interstate cases frequently requires finding solutions to problems related to eligibility for transfer.

We utilize an administratively supervised step-down caseload of all Interstate Compact cases that have been accepted and are under full courtesy supervision by the state of residence, so that we

can complete monthly assessments of the number of cases being supervised for APPD by states of residence. Cases that are returned for new arrests or other forms of non-compliance are returned to the original Out of State officer for appropriate action. At the close of 2005, the total of Interstate Compact cases numbered 301 cases being case managed by two probation officers devoting full time to out of state cases and by one probation officer dividing time between an out of county caseload and the out of state step-down caseload. There are two Out of County caseloads on which 198 cases are under supervision.

The Interstate Compact is still in its early stages of implementation, with First Judicial District Court of Common Pleas Judge Sheila Woods-Skipper serving on the Interstate Compact Advisory Council. We maintain communication with Judge Woods-Skipper, so that concerns about compliance with the Compact can be brought before our judiciary. Unit management is scheduled to participate on a sub-committee of the State Council's Interstate Compact for Offender Supervision, to address the issue of supervising misdemeanants who live outside of Pennsylvania but who do not come under the auspices of the Interstate Compact.

Community Service Coordination Office: The coordinator for all referrals for court ordered community service functions within the CJC Operations Division, although housed at 1401 Arch Street with Probation/Parole Services. A data base is maintained for all offenders with the community service condition, and each person is referred upon receipt of the copy of the case and court order from APPD's Intake Unit. Appropriate placements are arranged by convenience of location or by court specified activity, and utilize the 31 resource organizations in our network. Each organization meets the requirements of site supervision, offender accountability, monitoring of completed hours and service that meets the department's mission goal in benefiting the community. Throughout the year, APPD's communication with community service agencies is maintained, the scope of services is widened and new resources are developed.

Most community service stipulations originate from the APPD Intake Unit; occasional requests are accommodated from Family Court, Intermediate Punishment Unit's residential treatment providers, by judicial requests from other counties and from the FJD's Philadelphia Gun Court.

Gun Court started in 2005. Each case receives a court ordered condition to complete twenty community service hours. This court ordered condition provides a social service component to Gun Court. Through intensive supervision and the Court's mandating an achievable twenty hours to be completed, the following occurred in 2005:

341 referrals were made only to the City of Philadelphia's Managing Director's Office Community Service Program. 81 of these referrals were completed, which totals 1,620 Community Service hours. 26% of the Gun Court community service conditions have been completed as compared to a 5% completion rate for general supervision cases. Gun Court community service is a sanction that can lead to building self-esteem, "paying back" the community and gainful employment.

In June, 2005, the Community Service Coordinator helped to plan and also to represent APPD at the 2005 World Conference of Criminology which was held at the University of Pennsylvania.

The Community Service Coordinator assisted in planning a panel on “APPD’s Response to Gun Court Violence” and presented information about APPD’s Gun Court and Community Service. The CS Coordinator attended the FJD’s Urban Courts Symposium that was held in September, 2005 in Philadelphia and the Annual PA Association of Probation/Parole and Corrections Conference that was held in June, 2005 in Hershey, PA. Throughout 2005 the community service coordinator also attended the Eastern Regional meetings for the PA Association of Community Justice Professionals (PACJP), served on the PACJP Planning Committee and coordinated three workshops that will be presented at the 2006 PACJP Annual Conference.

GED Condition/Center for Literacy: The department enjoys the collaboration of Philadelphia Center for Literacy in helping to carry out special conditions of Adult Basic Education, Literacy and/or GED. CJC Operation’s Division encompasses this CFL initiative of referring all offenders for assessment and ongoing tutoring. The representative from CFL is housed on the 13th floor in the Operations Division. At the end of 2005, there were 42 active tutored students, recording a total of 288 tutoring hours. Referrals from court numbered 889 and referrals from probation officers numbered 118. Copies of offender information and court orders are sent to the CFL office on every case on which the educational condition has been specified. Referrals are processed and relevant information is given to the probation officer assigned to the supervision of the case. Probation officers make direct referrals for offenders who need a different service or site, or who may have an added condition from a violation hearing.

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PROBATION CASE MANAGEMENT SYSTEM
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At the end of 2004, the vendor had been selected and contract negotiations had just begun. The contract talks for a probation case management system spanned many months, with both the FJD and the vendor, Loryx Systems Incorporated of South San Francisco, and California exchanging language. The subject matter of such an agreement is voluminous on the legal end; it is also equally difficult to elucidate the technical side of this very complex process.

The contract was signed on August 23, 2005. Until this benchmark was passed, FJD was unable to examine the full-blown version of the Loryx software product known as Monitor, and the FJD was not able to share information concerning its systems, business processes, and data. Therefore, contract signing removed the last impediment to a barrage of analysis and planning into which the Adult Probation and Parole Department and Loryx plunged headlong. Loryx representatives made several site visits to Philadelphia before the end of the year and the electronic connections between our two organizations were well-used.

FJD put up two file servers, one for data and one for web service. Loryx ported a version of Monitor over to the server so that project staff could begin familiarizing themselves with the application. FJD also put out test data so that Loryx could plan their import schema. It was always anticipated that significant customization would be necessary and we began to identify changes that would be necessary to accommodate our business process.

We assembled a group of volunteers who would participate in the planning and training process and this group received an intense, 3-day training on the Monitor application conducted by Loryx staff. The learning curve was steep as this is a comprehensive application and it was evident that process of sifting through business practices in light of available functionality would be tedious. That process continued through 2005.

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SUPERVISION DIVISION I
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SUPERVISION DIVISION I experienced numerous changes in both structure and personnel during 2005. In February, 2005 the department underwent a reorganization and Division I was assigned the units located on the 14th floor of 1401 Arch Street, five (5) West units and one (1) East unit. These units included four (4) Youth Violence Reduction Partnership (YVRP) caseloads, three (3) Gun Court/Anti-violence caseloads, one (1) Domestic Intervention caseload, and two (2) Courtesy Supervision caseloads. During this year Court Administration made known its vision of a 10 to 1 ratio between supervisors and officers, and between directors and supervisors. Upon the retirement of the West IV Unit supervisor, Division I was the first to collapse a unit and bring the three (3) remaining West regional units into line with court administration's vision.

In December, 2005, the division was expanded to include the units on the 12th floor, four (4) East units and two (2) South units. Supervision Division I closed the year consisting of 11 supervision units with responsibility for the supervision of 12,840 offenders with 15,404 cases. This includes the Youth Violence Reduction Partnership's eight (8) caseloads, two (2) Domestic Intervention caseloads, approximately six (6) partial Forensic Intensive Recovery (FIR) caseloads, two (2) Courtesy Supervision caseloads and seven (7) Gun Court/Anti-violence caseloads in West, East and South Philadelphia.

We have lost numerous probation officers to other agencies, specialized units within APPD, and retirements and have gained many new officers as replacements. As a result, training remains a focal point for each supervisor as well as the need for close supervision and evaluation of new staff. The new probation officer training remains at a two to three week session with numerous follow up sessions for continued training and discussion. We close the year with two (2) uncovered caseloads. We received 2 new supervisors in the beginning of the year, lost 2 supervisors to retirement, and 1 supervisor was transferred to another division.

PERSONNEL:

As 2005 began we had two (2) probation officer vacancies and despite new officer assignments as it closed we continued to have two (2) vacancies. Several units experienced the temporary loss of employees for months at a time.

CLERICAL SUPPORT:

This year we continue to utilize part time staff on each floor to help with the daily duties of the reception booth and helping with client flow. We have part time staff on both floors. The twelfth and fourteenth floors have two full time employees and one part timer.

EAST DIVISION

East 5 is primarily responsible for supervision in the 26th Police District (East Division) and is located on the 14th floor. As 2005 ends, the unit consists of one supervisor, one courtesy supervision officer who maintains an East courtesy caseload and a partial West Courtesy caseload, and six regional supervision caseloads. The unit supervises 1356 people and 1580 cases. The caseload average is 194 people and 226 cases.

WEST DIVISION:

We began the year with five West units comprised of five (5) supervisors and thirty-six (36) officers supervising offenders residing in the areas corresponding to the 12th, 16th, 18th and 19th Police Districts. We ended the year with four (4) supervisors and thirty-five (35) probation officers. They are located on the 14th floor. The figures below represent unit information as of December 2005.

West 1 has one (1) supervisor and nine (9) probation officers. This includes the one (1) officer assigned after the disbanding of West IV. There is one (1) caseload which contains FIR programs and eight (8) regional caseloads. At the end of 2005, the unit is responsible for the supervision of 1460 offenders with 1757 cases. The caseloads average 162 people and 195 cases.

West 2 consists of one (1) supervisor and nine (9) probation officers. This unit received two (2) officers from the West IV dissolution. The nine officers are responsible for the supervision of 1452 offenders with 1690 cases. There is one courtesy supervision caseload which has 252 people with 261 cases and a newly formed Low-risk caseload with 225 offenders and 225 cases. The caseloads average at 161 people and 188 cases.

West 3 currently contains one (1) supervisor and ten (10) probation officers. This number includes the three (3) officers assigned after West IV was disbanded. They have the responsibility for the supervision of 1580 offenders with 1866 cases. The caseload average is 158 people and 187 cases.

West 4 was disbanded as a result of the supervisor retiring in September 2005. All officers were assigned to other units within Division I.

West 5 was created in 2004. There is one (1) supervisor and seven (8) officers. There are four (4) Youth Violence Reduction Partnership caseloads, one (1) Domestic Violence/Medically Fragile caseload and three (3) Gun Court/Anti-violence caseloads. The Gun Court/Anti-violence caseloads were populated directly from Gun Court sentences and out of the high number of individuals needing special, intensive supervision, but either not residing in the YVRP areas or being too old for YVRP supervision. The unit supervises 503 people and 644 cases. The caseload average is 72 people and 92 cases.

YOUTH VIOLENCE REDUCTION PARTNERSHIP (YVRP):

The YVRP Project continues to build on the foundations of identifying those offenders most likely “to kill or be killed,” providing them with intensive supervision in the office and field, and referrals to outside resources. The program continues to require team cooperation, training and discussions among the partner agencies, and reviewing program objectives and goals with staff. Much of this partnership is maintained by attendance at the Weekly Ops-Com meetings and the Monthly Management and Steering Committee meetings. During this year numerous meetings were also held with Concerned Parents, an organization contracted to provide a Job Readiness program for YVRP offenders, and PAAN, the Philadelphia Anti-Drug Anti Violence Network. Interrupting the cycle of violence and preventing violence in the offender’s lives are the primary program goals. At the end of 2005, YVRP is in the process of expanding to the 19th Police District and goals are being set for the formation of a YVRP partnership in the 22nd District.

As noted above in West V’s description, in Division I during 2005 the West V unit housed our four (4) YVRP officers with their caseloads. The Probation Officers are accompanied by the Police on night field visits which are referred to as targeted patrols. Contact requirements and supervision goals for this program are termed “Benchmarks”. Benchmarks for each offender are four (4) targeted patrols, two (2) daytime field visits, two (2) office visits, and two (2) collateral contacts during each month. The average number of home visits per offender was 4.6 per month and positive supports were recorded for 74% of the offenders in this unit. Positive supports are activities supporting a productive lifestyle which divert the offender from actions that would put them at risk to “kill or be killed.”

In January 2005 the Gun Court/Anti-Violence caseloads were instituted; the anti-violence aspect of these cases was fashioned after the YVRP model with the intent of continuing intensive supervision on cases that had otherwise “aged out” of YVRP. Three of the caseloads now exist in the West V unit, receiving offenders directly from Gun Court and high risk referrals from other APPD units.

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SUPERVISION DIVISION II
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At year's end in 2005, Division II was comprised of three (3) specialized units of Accelerated Rehabilitation Disposition (ARD), Mental Health and Sex Offenders, along with nine (9) regional units including Central I, Northeast units I through IV and Northwest units I through IV, for an overall total of twelve (12) units. Furthermore, within the regional units, the division continued its work with specialized caseloads and supervision projects as described in the unit descriptions contained herein. Hence, the division was called upon to supervise a very diverse offender population with a myriad of unique problems and court imposed stipulations to assist in offender rehabilitation.

The division was staffed with one director, an associate director, twelve (12) supervisors, three (3) clerk typists, two (2) part-time clericals, one (1) administrative technician and, on average, eighty-eight (88) probation officers who conducted 92,305 office interviews, 3,743 home visits, 13,498 violation hearings and 24,390 urine screenings during the year. These numbers produce a monthly officer average of eighty-seven (87) office interviews, three (3) home visits, thirteen (13) court appearances and twenty-three (23) urine screenings. They reflect the thorough nature of the supervision delivered to the probationers and parolees in the division's twelve (12) units, in its attempt to reduce recidivism, improve public safety and accelerate a defendant's reintegration into society through rehabilitation. This volume of work is especially impressive when viewed against the backdrop of open caseloads that the division supervised while awaiting new staff to fill vacancies left by the retirements and resignations of numerous probation officers. Significantly, the division's collection rates for economic sanctions were outstanding. Its percentages for supervision fees and restitution were the highest for any division with responsibility for the direct supervision of offenders by region or special condition.

In the year ahead, the division will continue to emphasize the specialized training of its staff to meet the demands of its highly problematic caseloads and to better serve the court and the community. Focus will remain on the effort to increase the lines of communication between division units and the Philadelphia Police Department through the regular attendance of officers at regional Pre-Compstat meetings held monthly at every Police District. These sessions are more informal than the larger Police College Compstat Meeting. As such, they provide a better forum for the sharing of information on probationers and parolees who are diminishing the quality of life within their communities and who require a more proactive level of supervision by APPD.

Accelerated Rehabilitation Disposition (ARD)

The division's ARD Unit is a pre-trial diversion program designed to remove an offender from traditional processing through the First Judicial District's criminal justice system.

Based upon explicit criteria of eligibility, ARD seeks to provide individuals with counseling and other services in areas such as education, employment, substance abuse counseling. Eligibility requires that the offender does not present a clear and present danger to society and that no constructive purpose would be served by conviction and sentence.

The Goals of the ARD Unit are:

To afford the criminal court judiciary the opportunity to channel its resources to those cases requiring adjudication through the adversary system.

To provide qualified individuals with an opportunity to avoid the consequences of criminal processing and conviction, including the expungement of the alleged offense upon the successful completion of the ARD sentence.

To facilitate the proper allocation of available resources to keep the courts running at an optimal level, e.g., through the reduction of jail and prison populations and the removal of cases from an already overburdened criminal court docket.

To permit individuals to provide for himself/herself and family through employment.

To permit individuals to pay restitution to victims.

Lastly, the unit's new computer application became operational this year, with a data base on a stand-alone computer system for the in-house identification of all expunged and non-expunged cases. This system greatly improves the unit's ability to categorize and retrieve information expeditiously on its defendant population for future investigations, etc.

Mental Health Unit (MHU)

The Mental Health Unit (MHU) promotes the rehabilitation of offenders identified with major mental disorders. These probationers can be sentenced to the unit or transferred there from other units based upon need or documented mental health history. The MHU also assists the judiciary by suggesting treatment options that can be included at sentencing to expedite offender rehabilitation through normal community contacts and treatment. To these ends, the unit continues its relationship with the Court Mental Health Clinic (CMHC) for case staffing and training by its staff of psychologists and psychiatrists. The CMHC is instrumental in offering insight regarding treatment options and supervision plans for offenders under MHU supervision. This is done both formally (i.e., through the evaluation of offenders and staffing process) and informally (i.e., through telephone conversations with CMHC staff whenever needed).

The unit presently has approximately 1,033 offenders under its supervision including those assigned to its Dual Diagnosed Forensic Intensive Recovery (FIR) caseloads. The unit endeavors to assess psychiatric problem areas and to formulate goal-based treatment plans, utilizing community resources best suited to the probationer. This goal-oriented approach with CMHC creates proactive results, thus setting it apart from more traditional probation supervision which tends to run the offender through a process, rather than providing a focus on a specialized treatment plan for the individual's special needs.

The MHU new treatment initiative with I.N.T.E.R.A.C. witnessed an increase in offender enrollments. This new partnership with the city's mental health system provides intensive supervision to newly paroled offenders, with co-occurring addiction and mental illness, in a re-entry program.

The upcoming year will undoubtedly present more challenges through cases of even greater complexity and changes in mental health delivery systems. The unit will respond affirmatively by receiving more specialized training through its work with CMHC and through the sharing of information with the Philadelphia Police at Pre-Compstat meetings.

Sex Offenders Unit

The Sex Offenders Unit was created for the purpose of supervising, in one unit, all offenders convicted of sexual offenses, to better monitor compliance with conditions of the sentence. Criteria for Sex Offender Unit supervision include a sentence of reporting probation or parole on charges of a sexual nature. Sex Offender Unit supervision may be recommended due to a past history of sexual offending or a mental health report that indicates a propensity for inappropriate sexual behavior. The Sex Offender Unit provides intensive supervision through office visits and field visits to home and treatment facilities. There is monitoring of stay away orders, inappropriate living situations and inappropriate employment. Referrals are made for educational, vocational and parenting needs, plus counseling referrals based on court orders and needs of offenders. Random drug testing is performed when indicated. As a service to the judiciary, the unit is able to accomplish presentence investigations upon convicted sex offenders. Court ordered passive voice monitoring can be accommodated.

Megan's Law registration is accomplished according to the established guidelines. The Pennsylvania State Police maintains a database of information on offenders who have been convicted of designated sex offences. Registration forms are completed by the probation officer and mailed to Harrisburg, where they are kept active for a period of ten years or a lifetime, depending on the charges. Mandatory address verifications are accomplished on a yearly basis by the State Police, via US Mail.

Megan's Law also created the Sexual Offender Assessment Board, which completes comprehensive investigations and evaluations on offenders convicted of Megan's Law offenses. Copies of evaluations done on Philadelphia offenders are sent to the unit supervisor who distributes them to the Master File or Presentence File. Currently, the Public Defender's Office is challenging the constitutionality of the provision of Megan's Law on offenders who are deemed Sexually Violent Predators by the Board.

The Offender with Mental Retardation: In 2005, supervision of APPD's Special Offender caseload, comprised of individuals with an IQ score of 70 or less, remained under the auspices of the Sex Offenders Unit. The high number of sex offenders on the Special Offender caseload necessitates this arrangement.

Any offender with an IQ score of 70 or below, the cause of which occurred before the age of 18, is eligible. This requirement is imposed on the caseload by funding sources. Working

cooperatively with an on site case manager now provided by Personlink, the unit provides intensive supervision and services to all types of offenders with mental retardation.

Established in 1985 with special funding from the State Department of Public Welfare and the State Board of Probation and Parole, a partnership was developed between APPD and the Philadelphia Office of Mental Retardation (via a contract with Citizens Acting Together Can Help, Inc.) to service this offender population under the auspices of the Special Offender Project. In 2004, administration of the Mental Retardation component of the Special Offender Project was transferred from C.A.T.C.H., Inc. to Personlink, a program of the Philadelphia Health Management Corporation. APPD will always appreciate its long partnership with C.A.T.C.H., while looking forward to similar success in its new relationship.

Both partnerships stemmed from recognition that the deinstitutionalization of individuals with a diagnosis of mental retardation would ultimately bring them in contact with the criminal justice system as adults. Since these offenders tend to be at an intellectual and social disadvantage, APPD works to ensure that their rights are protected and that they have equal access to habilitative/rehabilitative services.

Every offender in this caseload is assessed and provided with an individualized plan of remediation to ensure that his special needs are met. Through the coordination of services between systems, the goal of successful completion of probation and/or parole is sought, while striving to ensure that these individuals do not “fall through the cracks.”

Interdepartmental case transfers to this unit can occur. The offender in question is tested by court mental health, and if the offender test results meet the criteria, he or she is accepted into the Special Offender Project.

In the year ahead, the unit will continue to align each Sex Offender Unit officer with one (1) of the six (6) geographic areas within the department that corresponds to police district boundaries. By doing so, officers will be able to concentrate their efforts within one specific area of the city, as opposed to dealing with a city-wide caseload. Additionally, through monthly attendance at Pre-Compstat meetings for particular police districts, the Unit will strive to develop a strong working relationship between our respective agencies by establishing a line of communication to help facilitate the intensive supervision of this extremely problematic offender population through the expeditious exchange of information. In this vein, the unit is planning to conduct targeted home visits with police, during non-traditional work hours, in 2006. Its staff will also be receiving specialized training in the detection of pornography on personal computers for the time when these offender checks commence.

Central I

The unit is comprised of ten (10) probation officers. They are responsible for the supervision of seven (7) regional caseloads, one (1) courtesy caseload of non-Philadelphia county cases and, most recently, specialized anti-violence and gun court caseloads were added to the unit's oversight. Furthermore, one (1) of its regional officers has been trained in the supervision of offenders sentenced to passive telephone monitoring.

The Central Unit was also the first to send its officers to weekly Pre-Compstat meetings. Due to its geographical boundaries, its officers meet with the Central Police Division (i.e., the 6th, 9th, 22nd and 23rd Districts). It shares information about shooting victims, crime patterns of offenders, problems of concern within the community and the development of logistics for the handling of these matters. The Center City District and the District Attorney's Office are frequently represented. This process has expanded the unit's resources, as well as an awareness of various agencies and how we can work together.

As an outgrowth of this work, a probation officer from the unit serves on the Theft from Auto Initiative Committee. This committee addresses the frequent thefts from automobiles primarily in the 6th and 9th Police Districts. Lists of offender status are generated in order to track repeat offenders. Higher bails as well as stiffer sentences can be imposed when the District Attorney's Office can participate in the legal proceedings with good and timely information.

Furthermore, the 22nd Police District (which the unit encompasses) faxes the supervisor an arrest list weekly. The list is reviewed by Philadelphia Police photo number (PP#) to ascertain the identity of the supervising officer and whether or not a detainer was lodged. Although the list is from the 22nd Police District, the offender can be from anywhere within the city since not everyone arrested within the district actually resides there. This exchange of information has been very valuable to the department in its offender supervision, e.g., manual detainers have been faxed to the county prison upon the discovery that a Wanted Card detainer had not been lodged, automatically, on a repeat offender following his arrest.

To conclude, the unit's work with the police is being emulated by the rest of the division as we increase our participation in Pre-Compstat meetings.

Northeast Units I – IV

Present within these four (4) regional units, in addition to their more generic caseloads, are six (6) specialized caseloads to address the special needs of the offender population. Specifically, there are five (5) Forensic Intensive Recovery (FIR) caseloads for offenders diagnosed with severe substance abuse and/or mental health problems by the FIR Clinical Evaluation Unit of the Philadelphia Health Management Corporation, in addition to one (1) partial FIR caseload.

There is one Domestic Intervention caseload for the supervision of individuals convicted of a crime related to violence in the family. While officers are always prepared to address judicial concerns through special conditions of probation, a court order for counseling services can be helpful in the supervision of these complex cases. The officer assigned to this caseload received specialized training in family violence related issues and is familiar with available community resources and how to access them.

APPD's new approach to supervision is occurring in the Low Risk/Non-Reporting caseload. With the use of a computer risk instrument, offenders are assigned to this caseload based upon test results that predict that they will not re-offend. Hence, the department anticipates that the caseload size will be able to grow to twice that of a regular caseload, thus freeing staff to work elsewhere since more offenders will be supervised by fewer officers.

The region is responsible for the supervision of one (1) courtesy caseload of cases from other Pennsylvania counties for residents of the Northeast Philadelphia census tracts.

A Gun Court caseload, with its targeted police patrols, was also added to the region's areas of specialization this year. Through this police/probation partnership and our agency's commitment to the intensive supervision of Gun Court offenders, we hope to reduce the number of incidents of firearm violence within Philadelphia.

The region has the ability to supervise offenders sentenced to passive telephone monitoring with one (1) officer receiving cases of this type, in addition to regular case assignments.

Finally, in keeping with our initiative to increase our lines of communication with police, these units commenced their attendance at Pre-Compstat and Compstat meetings. Furthermore, the Northeast I and IV units have been assigned to the 15th Police District, and their new cases are drawn from the census tracts that fall within the geographical confines of the District. Whereas, the intake for Northeast II and III is drawn from the census tracts covering the 2nd, 7th and 8th Police Districts. This will expedite APPD's exchange of information with district commanders which, in turn, will enhance the effectiveness of offender supervision.

Northwest Units I – IV

Present within these four (4) regional units, in addition to their more generic caseloads, are specialized caseloads that also constitute a vital part of the offender supervision being completed in the Northeast units. Specifically, there is a Domestic Intervention caseload, one (1) Low Risk/Non-Reporting caseload, and three (3) Courtesy caseloads comprised of offenders with non-Philadelphia County convictions.

The region also has the ability to supervise offenders sentenced to passive telephone monitoring with two (2) of its officers receiving cases of this type, in addition to their regular case assignments.

Two (2) Gun Court caseloads, with their targeted police patrols, were also added to the region's areas of specialization this year.

Likewise, in keeping with our initiative to increase our lines of communication with police, these units now have representation at both Pre-Compstat and Compstat meetings as the division becomes more proactive in crime reduction efforts across all neighborhoods.

For example, to provide more effective supervision of offenders in the region, police captains from the 5th, 14th, 35th, and 39th Police Districts now fax their repeat offender arrests to our designated representatives for review. Currently, the majority of this research is being completed for the 14th and 35th districts that provide APPD with its daily arrest sheet for major crimes and repeat offenders. If an individual is on probation, APPD ascertains if a detainer has been lodged. If detention has yet to occur, contact is established with the supervising officer to ascertain the course of action decided upon, and this information is reported to the captain(s) who initiated the inquiry. This is a win-win situation for both agencies that quickens the response time of APPD to high profile cases with new violations.

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SUPERVISION DIVISION III
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The department, and Division III, experienced quite a few organizational changes during 2005, which were accomplished in steps that gradually took place throughout the year. The division was staffed with one director and two associate directors, who collaborated in directing three offender-specific units, Alcohol Highway Safety, Intermediate Punishment and Monitored Supervision, and seven regional supervision units, of four (4) East, one (1) Central and two (2) South Units. The specialized units supervise offenders with special court orders who mainly live throughout the city. The regional units are aligned by offender residence in specific Philadelphia Police Department's division and districts. Some of the Division III units provide courtesy supervision for residents of Philadelphia with convictions in other jurisdictions. The East and South Units functioned within Division III until December, 2005. At the end of the year, these units were transferred into Division I.

As with APPD's other supervision divisions, Division III's regional units also encompass special initiative caseloads, of Youth Violence Reduction Partnership caseloads, Anti-Violence/Gun Court caseloads, of Domestic Intervention as well as treatment oriented, Forensic Intensive Recovery (FIR) cases. Ten supervisors managed the division's units, to which a total of 82 probation officers were assigned. Full and part-time receptionists and clerical staff support the work of the supervision units, facilitate the office visit procedures and contribute to the process of statistical reporting for the division. The department anticipates that all caseload management will be computerized during 2006. A Probation Case Management System Preparation Project was introduced early in 2005, and Division III shared with the rest of the department in accomplishing scheduled caseload tasks toward a technology based system.

In addition to the Supervision Section, Division III also includes an Education and Special Initiative Section, encompassing the Training Unit, Special Projects, the Drug Detection Center's functions, Public Safety initiatives and police/law enforcement agency liaison, Grants Management and Intermediate Punishment/FIR/Treatment coordination. The division director, associate directors, two supervisors, one administrative technician III, and one grants coordinator contribute to the work of this section.

I. SUPERVISION SECTION

Alcohol Highway Safety Unit was fully staffed at the end of the year with one (1) supervisor and nine (9) officers, one of whom supervises the Courtesy DUI cases for Philadelphia residents who were convicted in other jurisdictions. This unit carries the largest caseloads in the division, averaging 270 cases per officer. The unit also records the greatest number of office visits in the division, regularly accomplishing over 1000 office visits each month. The unit supervisor is serving on a DUI Treatment Court Planning Initiative, joining with a group of Philadelphia criminal justice system leaders to find new approaches designed to address the societal scourge of drunk driving.

Central II Unit has one (1) supervisor and is fully staffed on its regional caseloads with eight (8) officers who supervise offenders who live in the 6th, 9th and 23rd Philadelphia Police Districts. The unit includes an additional officer who specializes in cases prosecuted by the District Attorney's Domestic Intervention Unit, for offenders who live in the entire Philadelphia Police Central Division area, the 6th, 9th, 22nd and 23rd Districts. The unit supervisor joins the crime meeting discussion each week at the 9th District's Central Division, sharing information with our police partners and following up on police information on offenders being supervised by APPD.

Intermediate Punishment Unit consists of one (1) supervisor and eight (8) officers who intensively supervise offenders who are selected by the Public Defender and District Attorney for possible inclusion in the IP Program. Offenders who are found legally appropriate are referred for clinical evaluations to determine need for treatment. A recommendation is presented at trial, and offenders may choose to present their guilty plea and receive a sentence to Intermediate Punishment according to the appropriate level of care. Some offenders, who are sentenced to outpatient treatment or to house arrest alone with no need of substance abuse treatment, are installed on electronic monitoring equipment. The Unit uses a computerized case management system and has the goal of helping the offender through the recovery process while trying to deter the individual from further criminal activity.

Monitored Supervision Unit is an intensive supervision unit which provides a highly structured alternative to incarceration, with alcohol, drug, employment and mental health treatment referrals. This unit, under the leadership of one (1) supervisor, uses the computerized case management system, as does IP, and focuses on pro-active supervision of offenders. The Unit includes two (2) officers who are responsible for prison interviews of offenders who are released to the several Intermediate Punishment situations and to Monitored Supervision on house arrest, and who then arrange for a home investigation prior to release and installation on electronic monitoring equipment. The Unit is staffed with six (6) officers who actively supervise offenders who are sentenced to house arrest, with one (1) of the officers also providing courtesy supervision of the house arrest component for offenders being supervised in APPD's Mental Health and Sex Offenders Units, on Anti-Violence/Gun Court caseloads and on various other caseloads throughout the department. The Unit is short one caseload carrying officer, with the six existing officers sharing in the intake for the Unit. Monitored Supervision Unit is also responsible for interviewing and enrolling offenders who have been sentenced to Passive Voice Monitoring, and subsequently transferring the case to the region of residence unit.

The following profiles existed for the East and South Units which functioned within Division III for most of the year.

East I Unit, with one (1) supervisor, is the only East unit with eight (8) regional officers, and the total number of cases in October, 1639, averages out to 204 cases per officer. Essentially the intake for the East regional census tracts is high, and supervisors and officers focus on stratification techniques to manage the numbers.

East II Unit, with one (1) supervisor, contains one (1) regional, partly Spanish speaking East caseload; an East, mostly Spanish speaking Domestic Intervention caseload; four (4) YVRP caseloads, with one (1) of the YVRP caseloads having been uncovered since February, 2005; and

two (2) Anti-Violence Gun Court caseloads. The Domestic Intervention caseload benefits from targeted (east) patrols and regular field visits. Supervisor and YVRP officers are involved in the YVRP Operations Committee presentations, and the supervisor attends the YVRP Management meetings. In anticipation of additional YVRP caseloads, the other East supervisors have been alerted to look for cases that would meet the YVRP criteria for eventual transfer into East II. The Anti-Violence caseloads require commitment to the Gun Court monthly meetings, with subsequent appropriate follow-up. East II places emphasis on fieldwork and on achieving at least 5 targeted patrols for the unit each week.

East III Unit has one (1) supervisor. The unit has suffered with two (2) of its seven (7) caseloads being uncovered since the end of June, 2005. P.O. trainees were placed in the unit, and at the end of the year they were placed on intake to build up their training-sized caseloads. One (1) of the seven (7) caseloads in this unit is a partial FIR caseload.

East IV Unit contains one (1) supervisor and seven (7) regional caseloads. In October the unit had 1435 cases, an average of 205 per officer. East IV is staffed with experienced officers, and fieldwork is considered a valuable part of case supervision, as consistently demonstrated in unit contact stats each month. The unit supervisor has in place a variety of tracking systems to support the work of the unit.

South I Unit contains one (1) supervisor and eight (8) regional officers. Two (2) Anti-Violence Gun Court officers are located on a different floor. The regional cases totaled 1474 in October.

South II Unit came under a new supervisor in March, 2005. In October the unit carried 1409 cases among eight (8) officers, an average of 177 cases per officer.

II. EDUCATION AND SPECIAL INITIATIVES

A separate section of Division III supports the Office of the Co-Chiefs, providing training and education in both practical and theoretical perspectives in the world of criminal justice, law enforcement, case management and social services. Expanding the vision and depth of probation and parole work has been characteristic of Philadelphia Adult Probation and Parole Department, and this is reflected in the department's interrelated projects and special initiatives that take place every day in the workplace, in the prisons and in the community.

Training Unit

Training Courses and Expenditures

The department's Training Unit plans, organizes and monitors participation and attendance for the wide variety of significant and interesting training sessions that are offered to APPD employees and to others in partner and local agencies. Not only does the Training Unit facilitate APPD's representation at important conferences, it also frequently develops professional presentations utilizing available audio-visual and computer technologies. The Training Unit constantly reviews the effectiveness of its new probation officer training curriculum. It responds also to the challenges of keeping an entire department informed and knowledgeable in new techniques, programs and systems.

Highlights in 2005 included a Probation/Parole Law two day course given to APPD management and officers by the Parole Board and staff from the Office of the District Attorney, a workshop presentation in New York at American Probation and Parole Association's Annual Training Institute on our department's use of optic scan technology as a drug-testing tool, and a panel presentation, by invitation of University of Pennsylvania, on Probation's Response to Gun Violence at the World Congress of Criminology held in Philadelphia in August. In December, the Office of National Drug Control Policy conducted a video teleconference with selected cities participating in the Major Cities Initiative, to assist cities in developing city-wide drug prevention strategy. APPD joined with other partners toward the concept of coalition building to fight drug abuse with federal grant support.

Internal education in use of criminal record data bases has been ongoing, and a probation officer safety training course has been on the drawing board for some time. The Training Unit organizes APPD's attendance and support of organizations such as the Delaware Valley Area Probation-Parole Consortium, PA Association on Probation, Parole and Corrections, the Middle Atlantic States Correctional Association and the Mayor's Drug and Alcohol Executive Commission's Annual Making a Difference Recognition Dinner. There is also consistent participation at the Sex Worker Health and Safety Taskforce, the Philadelphia Forensic Mental Health Network and at the program planning sessions with Philadelphia Fight for AIDS Education Month.

Adult Probation and Parole Department employees achieved a total of **22,107.50** training hours and met the state standard requirement that is set by the Pennsylvania Board of Probation and Parole. This total number of hours is the result of employee attendance at more than **667** In-Service courses, unit and/or committee meetings and **336** External training workshops, conferences, and/or graduate and undergraduate courses. These hours were achieved as follows:

<i>CLASSIFICATION</i>	<i>HOURS ACHIEVED</i>
Management Staff	3,791
Professional Staff	16,060
Support Staff	1,677.50
Retired/Resigned Staff in 2005	579

A total of **\$21,953.64** was utilized to cover the cost of employee travel, lodging, food costs, and registration at conferences, workshops and/or planning/professional organization meetings. As always, it is noted that the value of these experiences can not be measured in dollars and cents. Department employees are able to network and interact with employees from other criminal justice and social services agencies and organizations while acquiring new knowledge, up-to-date information in the field of probation-parole supervision, law enforcement and criminal justice. Such learning and the opportunity to represent the department at external events, transfers to improved job performance and employee morale.

Speakers Bureau

Requests for speakers come from schools, churches, community groups and law enforcement organizations to present information on Philadelphia Adult Probation and Parole Department and/or the Role of the Probation-Parole Officer. Department employees are selected to represent this agency in response to these requests. All speakers are provided with information, presentation outlines, handout materials, and audio-visual resources, such as PowerPoint, to assist with their presentation.

Intern Program

We maintain an active Intern Program providing criminal justice and social work field placements. During 2005, our department continued to accept interns from various local universities and colleges and from several public, private and charter secondary schools. APPD is always seeking new, cooperative relationships with educational institutions. Among the schools we have worked with are Temple, LaSalle and Holy Family Universities, Alvernia College and Pennsylvania State University.

Masters Degree Program

During calendar year 2005, APPD employees who successfully completed graduate level academic courses were eligible to receive tuition reimbursement. This procedure is limited to providing tuition reimbursement for graduate level academic credit courses in pursuit of specific job-related skills, which can be expected to enhance the employee's value to the Philadelphia Adult Probation and Parole Department in his/her current position. The Training Unit manages tuition assistance requests to the Parole Board for successful completion of graduate work.

Public Safety Special Initiatives

The department's emphasis on public safety is demonstrated by the expanding special initiatives in this area of concern. Several years ago, APPD began to align supervision regions with Philadelphia Police Divisions and Districts, and we continue to build communication and collaboration with the police and other law enforcement agencies. We have been able to coordinate our special efforts in a design that enhances overall effectiveness. For example, our attention to the likelihood of retaliation led us to consistently track all weapons related injuries within our offender population. This timely information is shared in ongoing Anti-Violence/Gun Court communications and meetings, through the effective channels that we have been able to establish with law enforcement agencies. Acting on our conviction that academic research has much to contribute by analysis and predictive modeling, we have devoted ourselves to the development of strong research relationships.

Probe-Stat

An example of the department's innovative approaches is the development of a research relationship with the University of Pennsylvania, Department of Criminology. Early in 2005 conversations were initiated to explore how academic research could help to identify best practices for maximizing services to the Court, protection of the community, opportunities for

offenders and assistance to victims. Possible topics include, but are not limited to: the calculation of recidivism rates, mapping of offender populations, validation of risk assessment tools and evaluation of specific program components.

Based on the department's involvement and familiarity with Philadelphia Police Department's Compstat analysis, the term "Probe-stat" was coined to capture what research analysis might contribute to our work. By year end, an agreement was reached to develop a research agenda. The mission statement of Probe-stat, a weekly data analysis and evidence-based management strategy, is to unite community supervision agencies and academic criminology in a data-driven partnership to prevent crime, especially serious violence, committed by and against offenders under court supervision in the community.

Philadelphia Police Department Liaison

Division management continues to serve as APPD liaison with the Philadelphia Police Department, overseeing attendance at Compstat meetings and assuring APPD representation at all six police division Pre-Compstat sessions. Our department supervision staff and their police counterparts share information on crime patterns, repeat offenders and violent city block areas within the police division. This cooperation has allowed our department to play a more active role in crime suppression.

Anti-Violence/Gun Court

Even while we foster good communication between Philadelphia Police division and district personnel and APPD regional supervisors and officers, the department has further commitment to Philadelphia's Safe Neighborhood Initiative: Anti-Violence/Gun Court, designed to deter the use of firearms and to promote public safety through intense supervision of defendants in the community who have been charged with violation of the uniform firearms act. Gun Court expanded in 2005, from East, West, South and Central regional units, to include Northwest and Northeast regional units. Community Service is an integral concept of Gun Court, and records indicate a high success rate of completion of hours of service by Gun Court offenders to Philadelphia neighborhoods and community organizations.

APPD participates in the Safe Streets/Gun Violence Meetings every week at the Police Administration Building for review of each incident that resulted in a shooting victim during the previous seven day period. We coordinate information regarding actively supervised victims and shooters, as well as fugitive, wanted offenders or those in judicial process on bail. A copy of the Weapons Related Injury Surveillance System (WRISS) Investigation Report is provided to the police, along with the supervising officer's name and telephone number.

Domestic Violence

The department continues to be represented in various discussions on addressing issues of domestic violence. In September of 2005 the domestic violence community agencies and the City of Philadelphia made history in launching a new city-wide collaborative domestic violence hotline. The new number is designed to provide easier access to services for victims, service providers and city systems. Toward the end of 2005, word was received that grant funding has

been secured to increase the effectiveness of law enforcement in the area of domestic violence. APPD is a participant in this grant, and we will eventually receive access to electronic monitors for use with domestic violence offenders. Also anticipated will be the assignment of a staff person to our department from one of the domestic violence victim agencies to facilitate an enhanced response by APPD to victims of domestic violence.

Domestic Violence regional caseloads have been included in the department's special emphasis on anti-violence initiatives, allowing the D.V. probation officer to join with the regional Youth Violence Reduction Program field visit targeted patrols.

Special Projects

Among the division's various endeavors during 2005, some major projects are focused on the goals of APPD's mission statement: providing services to the Courts, protecting the community, providing opportunities to offenders to improve their lives, and assisting victims. Progress in accomplishing these goals is greatly enhanced by grant funding.

Providing Services to the Courts

IP/FIR Treatment Coordination – Along with APPD officers who are specially assigned Forensic Intensive Recovery (FIR) cases, we continued to attend FIR meetings held at Philadelphia Health Management Corporation, chaired by the Coordinating Office for Drug and Alcohol Programs (CODAAP). We receive treatment program progress reports for offenders under supervision of APPD probation/parole officers. These reports are identified, recorded and distributed to the assigned officers. CODAAP is informed about the cooperation and compliance of the programs in sending these reports to APPD in a reliable and timely manner. A list is kept of FIR officers assigned to each FIR treatment program, and communication is maintained with other agencies to resolve treatment issues.

Drug Detection Center – Detection and deterrence of illegal drug use are essential to effective probation/parole work. APPD maintains a professional Drug Detection Center for the benefit of the court and ultimately the good of the offender. The mainstay of the Drug Detection Center is urinalysis. Early in 2005, the Drug Detection Center began to test oral drug screening devices comparing the reliability of several types of devices.

We continue to use our optic scan technology, PassPoint, which establishes a drug free, urinalysis-confirmed pupillary profile for the referred offender. Subsequent PassPoint screening identifies deviations from the established profile and issues an alert for follow-up urinalysis. APPD uses a technician to operate the optical scan device, and there is a dedicated computer, monitor and printer to report on the progress of the eye scan testing program. Appropriate candidates for Passpoint screening are periodically identified and tagged through review of the urinalysis data banks. APPD is receptive to new ideas in the field of drug use detection, and has participated in a trial Patch Project being conducted by the Treatment Research Institute of University of Pennsylvania.

Providing Opportunities to Offenders

Reentry Initiatives - APPD maintains focus on the need for systemic change in corrections that involves more effective reentry of an offender from prison into the community. The department is committed to its involvement with the Philadelphia Consensus Group on Reentry and Reintegration of Adjudicated Offenders, working with Philadelphia Prison Commissioner and other key management persons on this prisoner reentry initiative. Co-Chief Robert Malvestuto and other APPD staff served on the Pre- and Post-Release Sub-Committee of the Consensus Group, and were instrumental in submitting *A Coordinated Reentry Plan for Philadelphia County Inmates 2005 Report*, providing a blueprint for a more comprehensive pre- and post-release planning process. The blueprint aims to serve the broader community's interest in public safety, effective use of scarce resources, and restoration of victims, offenders and communities. The report expressed the expectation of continued involvement of the Consensus Group as the implementation phase of the report begins to take place. In late 2005, this group was renamed the Mayor's Advisory Group on the Reentry of Ex-Offenders.

In partnership with Intercommunity Action, Inc., one of the city's Mental Health/Mental Retardation Centers, APPD supports the pilot program for offenders with co-occurring disorders who are leaving the prison system and returning to the community. Referral relationships were established for the Philadelphia Reentry Project, permitting a flow of selected offenders into this cooperative program during 2005. The work of the project is supported by a grant from Pennsylvania Commission on Crime and Delinquency.

Among several employment initiatives, our department has an ongoing relationship with Philadelphia Workforce Development Corporation, with the Welfare to Work and Career Link staff in support of employment opportunities for offenders on our supervision.

Philadelphia Health Management Corporation Collaborative – At the end of 2005, APPD began to explore common interests and a collaborative effort with PHMC, in discussions with a group of Philadelphia stakeholders about the need for programs and services for the 50,000+ offenders on our supervision. We were able to identify our offenders' major problems as being medical needs, needs of women with children, lack of housing and lack of life skills. Initial work began with plans for assessment of needs on an identified group of women under supervision. We also collected violation of probation summaries on female offenders and placed this information into a database for future reference.

Grants Management

The division continued to monitor and report on existing grants as required, and to research and apply for additional funding opportunities when possible. Among the grant support to programs, Intermediate Punishment, Optical Scan and Anti-Violence/Gun Court grants are major contributors to the department's services.

Intermediate Punishment Program – Philadelphia continues to place an increasing number of offenders with serious felony cases into the Intermediate Punishment Program (IPP), which is funded by Pennsylvania Commission on Crime and Delinquency, via direct sentences to IPP in lieu of incarceration. A strict interpretation of the sentencing guidelines means that typical IPP

offenders in Philadelphia, many of whom have multiple cases, otherwise would have been incarcerated within the Philadelphia County Prisons or in the Pennsylvania State Correctional Institutions. Statistics indicate that IPP is having a positive impact on the prison overcrowding situation in Philadelphia and is effective in reducing substance abuse among IPP offenders.

IPP is managed under the direction of APPD's Co-Chief Probation Officers. Monthly meetings of the IPP Executive Committee are devoted to budgetary issues, overall statistics, communication between probation officers and treatment programs and on recovery housing issues. A database is maintained, quarterly reports and monthly statistics are submitted.

Optical Scan – APPD has been the recipient of a funding award from Pennsylvania Commission on Crime and Delinquency for an Optical Scan Project that utilizes the technology of PassPoint, an eye scanning device that can detect illegal drug use through changes in the reaction of the eye to various stimuli. Use of PassPoint has demonstrated that costs of negative urinalysis are reduced by eye scanning those offenders who consistently provide negative urine samples. We are seeing a gradual decline in the percentage of negative urinalysis results as more and more drug free, compliant offenders are entered into the PassPoint system. This allows for maximizing the use of urinalysis for offenders who have continued to test positive or who have been detected as high risk during a PassPoint scan. Further, we anticipate that the offender's experience of the less invasive aspects of eye scanning may encourage sobriety and that more frequent testing may act as a deterrent to drug use.

Anti-violence/Gun Court – The support of Anti-Violence/Gun Court requires a Blueprint for a Safer Philadelphia Quarterly Report. Gun Court Committee meets monthly. A Gun Court presentation was made to the FJD Common Pleas judges and a Gun Court report was prepared for the Office of the Governor. A similar report was prepared on Anti-Violence/Gun Court/Safe Neighborhood Initiative for Court Administration to present to City Council. A Gun Court database is maintained and quarterly reports are submitted. Grants from Pennsylvania Commission on Crime and Delinquency have been obtained to enhance our efforts in Gun Court and in the Youth Violence Reduction Projects in our department.


SUPERVISION DIVISION IV


Division IV consists of three distinct units within APPD, with responsibility for departmental collections (Accounting Unit), investigations (Presentence Investigations including Victim Services) and the supervision of cases with economic sanctions (Welfare, Insurance and Unemployment Compensation Fraud, Restitution Only and Act 84).

Accounting Unit

The collections functions are administered by the Accounting Unit which receives and processes all payments made by offenders under APPD supervision, for Restitution, Fines and Cost, and Supervision fees. Payments are made in person by offenders at APPD’s payment center and can be directly mailed to the payment center. Act 84 money sent by the Department of Corrections is also processed. The unit consists of nine support staff and a manager.

In 2005 we were able to process 10,766 more payments than in 2004 for a total collection of \$8,263,192.73. This reflects an increase of 4.4% for the year. Notable increases occurred in Restitution (\$356,818.45) and Supervision Fees (\$223,265.69). We are hopeful 3rd Party Collections will resume collecting delinquent Fines and Costs in 2006.

Type	2004	# of Payments	2005	# of Payments
Restitution	4,653,034.16	60029	5,018,852.61	70990
Supervision Fees	811,606.09	19701	1,034,871.78	24402
Fines & Costs	1,798,081.19	40652	1,623,475.03	35923
3 rd Party Fines & Costs	40,240.82	1	0	0
Act 27 Fines & Costs	4,731.99	157	758.74	30
Act 84 Fines & Costs	603,575.32	20	583,689.96	51
Act 85 & 86 F/C	4,530.04	121	1,544.61	51
Totals	7,915,799.61	120,680	8,263,192.73	131,446

Fraud Supervision

The Fraud Unit continues to supervise Welfare Fraud, Insurance Fraud and Unemployment Compensation Fraud cases prosecuted by the District Attorneys’ Office. Its main focus is the collection of Court ordered monies. All probationers are placed on minimum supervision. They are required to call their officer monthly and to make monthly restitution payments. This supervision level is modified if a probationer is not complying with the Court ordered monthly supervision payments or not contacting his/her probation officer as required.

Throughout the year, 1381 VOP summaries were written. It is the large number of VOP hearings listed by the unit that facilitates collections. Another contributor to its success is the help the unit received from the APPD Accounting and Records Units. Both of these units provide valuable information to the officers that help with collection totals. Also, the Fraud Unit works hand in hand with the Pennsylvania Office of Inspector General (OIG) and the Philadelphia District Attorney's Office in a combined effort to achieve maximum results.

During this year, as in the previous year, there were personnel changes. Three (3) new officers joined the Government Fraud Unit. Audits were conducted on all of the caseloads. Many cases with low balances of \$500.00 or less were highlighted, culminating in full collection and termination. Many cases that were past the natural expiration date were brought to Court to get an active, current probation, or the Subject was contacted and monies were paid in full.

Eleven (11) Probation Officers were trained and have been using Lexus Nexis which proved to be a helpful tool to locate absconders and reduce wanted cards.

The ARD Officers changed their focus from merely waiting until the 8th month of delinquency to aggressively contacting the subjects in efforts to bring the case back into compliance.

The major change for the GFU this year was relocation from the 4th floor to the 1st floor which presented logistical problems as it relates to interviewing clients.

Overall, 2005 was very successful. The total collection for the year was \$2,757,371.51 compared to \$2,403,706.09 in 2004, rendering a net increase of \$353,665.42. Tax intercepts/recoupments by the IRS and sent directly to OIG totaled \$219,763 which is \$81,509 less than in 2004. This amount is not reflected in the collections.

Welfare Fraud

Welfare Fraud collections for the year 2005 totaled \$1,419,490. This represents \$3,500 increase from last year's total. The caseloads remain at 560 cases per officer, and the Unit continues to produce quality work and productive collection rates.

Unemployment Compensation

During the year ending 2005 Unemployment Compensation collections totaled \$1,099,310.05, whereas 2004 UEC collections were \$792,476.27, which represents an increase of \$306,833.78. There are presently 724 UEC cases being supervised by two officers.

Insurance Fraud

During the year ending 2005 Insurance Fraud collection totaled \$238,571.47 representing an increase of \$43,329.77. There are presently 223 Insurance Fraud cases being supervised by one officer.

Future Plans

In the year ahead the Fraud Unit is looking toward implementation of the PCMS automated case management system. This upgrade will make the Unit's supervision of the officer population more effective and will help to maintain and/or increase collection rates and identify delinquent accounts.

Presentence Investigation

The Presentence Division contributes to the Philadelphia Adult Probation/Parole Department in meeting its mission statement by providing information to assist in the judicial decision making process. In 2005 the Presentence Division satisfied 2588 requests for investigations. This represents a 5% decrease in requests from 2004.

Presentence reports are prepared by the Division's 18 investigators. These reports carefully assess for the Court the character of the offender and the nature of the offense. In addition, a criminal history is compiled and a sentencing guideline prior record score is calculated. Together, the presentence reports, criminal histories and prior record score serve as tools to aid the judiciary in imposing a sentence in the best interest of the community, the victim and the offender.

Victim Services Unit

The Victim Impact Unit contacts the victims, and/or their families, of all homicide and sexual offenders, and gives the victims and their families the opportunity to make a Victim Impact Statement to the sentencing Judge.

During 2005 the Unit received 334 cases; 130 homicides and 204 sexual offenses. A total of 107 Victim Impact Statements were given to the judges prior to sentencing. The staff also received 660 phone calls from victims inquiring about restitution that is owed to them as a condition of supervision. As a member agency of the Philadelphia Coalition for Victim Advocacy the two Victim Services probation officers can act as liaisons within this network and serve as brokers for all victims of crime in the First Judicial District of Pennsylvania.

Division 2005 Highlights

Field supervision probation officers continue to be rotated through PSI, learning how to conduct presentence reports. APPD is hopeful this policy will provide for competent replacements when needed, since it is anticipated that a number of investigative positions may become available due to retirement in the next one to two years.

Presentence specialists continue to lend more of their expertise on a routine basis to the orientation training of new employees in a variety of areas, including drug and alcohol assessment, writing skills, mentoring and computer program analysis. The division support staff processes over 600 NCIC requests from various outside law enforcement agencies.

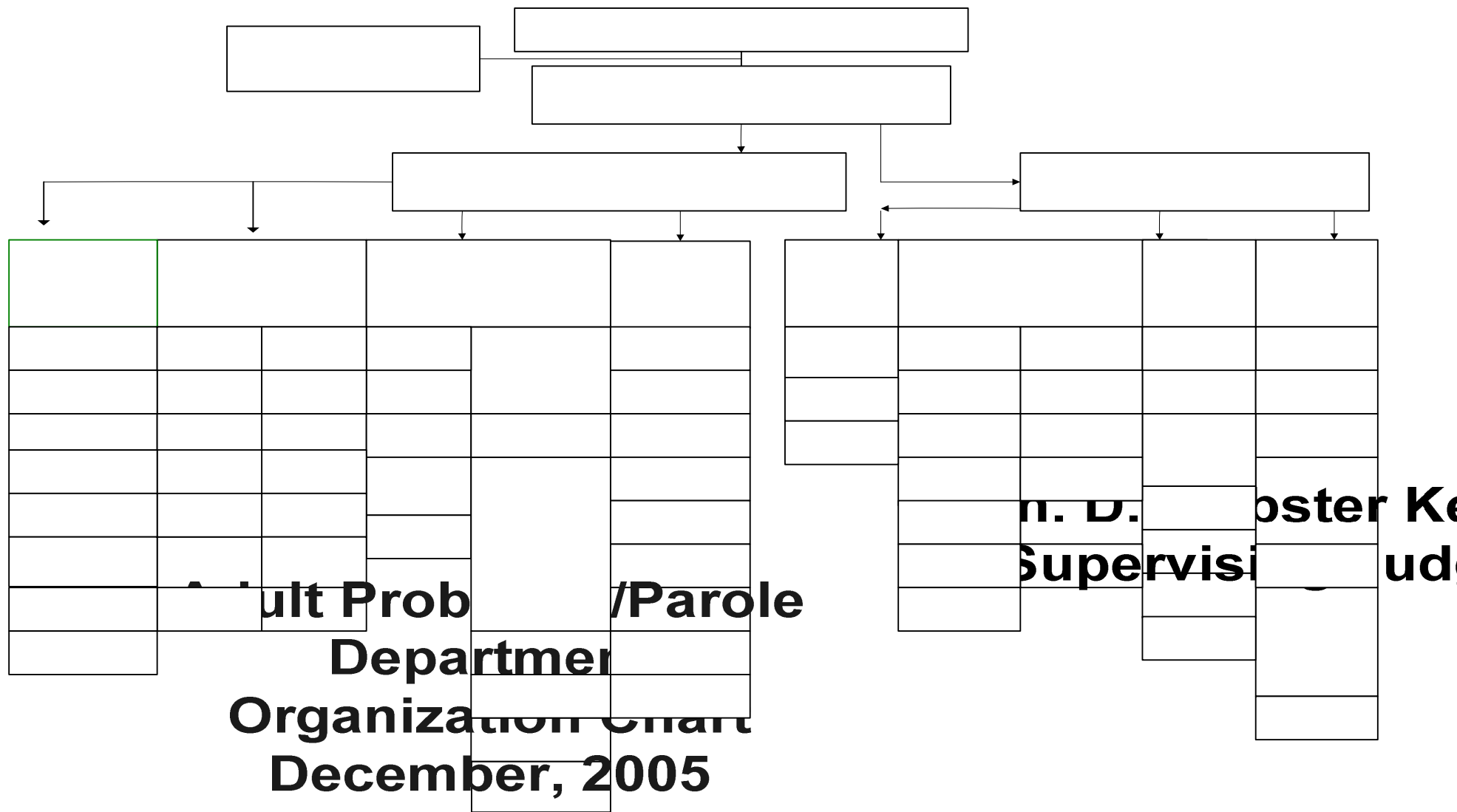
Filing systems continue to be streamlined by microfilming all hard copy reports. We anticipate that by February, 2006 all 2005 reports will have been microfilmed. Every investigator has been trained and certified in the use of sentencing guidelines software and JNET. Sentencing guidelines continue to be sent electronically to the judiciary over the JNET System.

We also anticipate a change in our Accounting System in 2006 with the implementation of the Common Pleas Court Management System (CPCMS).

FRAUD 2005			
Total Active Cases		5,955	
Total Clients		5,735	
Total Contacts		41,231	
Office Visits		5,212	
Home Visits		318	
Hearings		1,381	
Phone		34,320	
Total Referrals:	432	Court Hours:	416

FRAUD UNIT COLLECTIONS	
DPW-Welfare	1,419,489.99
Unemployment Compensation	1,099,310.05
Fraud	238,571.47
Total Collections for 2005	2,757,371.51

IRS INTERCEPTS	
Welfare	185,563.00
Unemployment	34,200.00
Total	219,763.00



End of Annual Report 2005

Philadelphia Adult Probation and Parole Department