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Special points of interest:

- > Peer Support & Officer Wellness
- > Procedural Justice Workgroup
- > Probation Practice Tips
- > Probation in the News

Ce User Training Program

The DCJS' Office of Probation and Correctional Alternatives is launching a series of learning opportunities on Caseload Explorer (CE) for all probation officers in New York State. CE is now a truly statewide system used by all 58 probation departments. It is an integral part of probation operations, providing case management functionality. Recent developments to the system have included CE Sync, which provides a feed of youth justice data to DCJS, as well as the transition from the Criminal History Record Information (CHRI) to CE integration, programs, and assessments. In the coming months, users will see the roll out of a new CE case plan format, referred to as MAP (My Action Plan). CE further supports New York State initiatives by updating the Integrated Probation Registrant System (IPRS), providing identifying information to police agencies through Roadside Stop, updating the State's Sex Offender Registry, and submitting Pre-Sentence Reports to the DCJS Pre-Sentence Investigation Repository for access by authorized users. Recognizing these ongoing developments to CE, as well as staffing changes within probation departments and a need for consistent practices to support accurate data collection, OPCA and AutoMon staff, will host a series of web-based CE overview sessions, instructed by accomplished, high

Inside this issue: level users from the state's probation departments.

Sessions will run every two weeks, from **Nov. 1, 2023 through January 17, 2024**. They are expected to be approximately 60 minutes, followed by an opportunity for questions and answers.

Participants will need to register for the event [here](#).

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GTSC Funded Ignition Interlock Device Public Awareness and Enforcement Projects Succeed

DCJS re-implemented its Ignition Interlock Device Operator Non-Installer Enforcement Program in Monroe, Nassau and Saratoga counties earlier this year, using funds provided through the Governor's Traffic Safety Committee. The program focuses enforcement efforts on operators who are convicted of DWI crimes, sentenced to probation supervision, and fail to install required ignition interlock devices in the motor vehicles they own or operate. Non-Installers pose a significant risk to highway and community safety if they continue to drive illegally. OPCA worked with Monroe, Nassau and Saratoga counties to implement this year's initiative, which also includes a public education and awareness announcement aimed at preventing alcohol-related crashes. The grants support overtime costs associated with targeted enforcement activities conducted from Memorial Day through Labor Day – the high-travel vacation season.

OPCA trained over 60 probation, police, and prosecutors in the three counties during the planning phase of the Non-Installer Program. Police and probation made nearly 450 stops and wrote 100 tickets/violations during the program's operation. Non-installers on probation were arrested for crimes including aggravated unlicensed operation, driving without an ignition interlock device, reckless driving, criminal possession of a controlled substance and various VTL violations.

Family members of operators received off-hours field visits and letters, detailing the requirements of probation and Leandra's Law, to ensure they were fully aware of the driving restrictions.

Highway and community safety were greatly enhanced, and OPCA extends its appreciation to Monroe, Nassau, and Saratoga counties for making this year's program a success. OPCA recognizes the Traffic Safety Committee for its support in enabling the re-implementation of this effective initiative.

2022 Domestic Violence Probation Survey & Webinar

OPCA, in collaboration with the Office for the Prevention of Domestic Violence, conducted a webinar, entitled "Probation Domestic Violence 2022 Survey Results and Practice Guidance," and 107 probation professionals attended. Probation staff learned the results of a comprehensive survey sent to probation departments, covering the various domestic violence related probation practices, programs, and services across New York State. This webinar also provided areas of guidance to help inform domestic violence supervision and pre-sentence investigation practices.

Probation departments are encouraged to incorporate the recommended practices that were outlined in this webinar. The recording can be viewed [here](#).

OPCA Kicks Off Third Juvenile Justice Technical Assistance Project

OPCA kicked-off its third Juvenile Justice Technical Assistance Project with the Suffolk County Probation Department on Sept. 12, 2023. Suffolk County Deputy Commissioner Crislyn Jacob and her leadership team met with Teresa Scanu-Hansen, and the members of the Juvenile Probation Operations Unit to initiate the technical assistance and quality assurance project. Suffolk County joins probation departments in Dutchess, Onondaga, and Westchester counties, which have benefitted from the technical assistance project. The Dutchess County Probation Department pioneered what would become a state initiative through a technical assistance grant with RFK Associates. During the initial meeting, Deputy Director Jacob and her staff highlighted their programmatic strengths and most promising practices, their consideration of a more concise and inclusive mission statement, and how data is currently being used in the department. OPCA looks forward to assisting the Suffolk County Probation Department with developing a framework which aligns with the statewide goals of (1) reducing immediate juvenile delinquency (JD) referrals to petition, (2) increasing the JD intake adjustment rate and (3) reducing the disparate impact on youth of color and other minority groups at probation case processing points. State Director Robert Maccarone acknowledges the leadership of Director Crislyn Jacob and her team in making this initiative a success.

Probation Department Access to the Impaired Driver System (IDS)

Probation Departments in New York State have access to the Impaired Driver System (IDS). This valuable system is monitored through the state Office of Addiction Services and Supports (OASAS) and includes information helpful to probation practitioners, including client impaired driver program (IDP) screening, assessment, and treatment history, as well as the history of IDS events tracked by the arrest or violation dates, received via electronic transfer from DMV or manual data entry by an authorized IDS user. IDS events remain “open” until activities deemed necessary are satisfied. Those include clinical Interview information and biopsychosocial assessment; interview(s) with collateral sources; urine drug screening with EtG results; re arrest reports; and Drivers’ Abstracts.

OPCA encourages probation practitioners to access the IDS and use the important information to assist with making informed recommendations to the courts during pre-trial and pre-sentence stages, as well as to guide the supervision of individuals charged with DWI crimes. After the OASAS IRM-15s form has been submitted and approved, staff will be able to log on to the IDS System here or through the OASAS website. This system will simplify the information sharing process and improve efficiency with data collection and supervision of the DWI offender.

Should you have any questions, please contact Community Correction Representatives Michele Melendez Michele.Melendez@dcjs.ny.gov or Leonard Price Leonard.Price@dcjs.ny.gov.

From Sept. 27 to 29, the 2022 DCJS Public Safety Symposium brought together more than 900 law enforcement and criminal justice leaders at the Empire State Plaza Convention Center in Albany. The Symposium convened public safety executives, police command staff, probation directors, prosecutors, crime analysts, and others to share innovative ideas, evidence-based strategies and updates on police reform and reinvention collaborations. This year's Symposium featured more than 70 presentations on topics that included leadership, officer wellness, community-police trust building, street outreach programs, intelligence development, and more. OPCA staff and state probation professionals conducted eight workshops which included: "Redefining Pretrial Services: Pretrial Services Agencies Post Bail Reform," "The Complex Role of Today's Probation Officer," "Beyond Supervision: Probation Client and Community Engagement Initiatives," "The Probation Roundtable," "The New York Juvenile Legal System," "County Re-Entry Task Forces: Supporting Successful Reintegration into the Community," "A Job or A Career? The Critical Role of Employment-Focused Services Programs for Justice-Involved Individuals," and "Creating Opportunity for Justice Involved Job Seekers."



State Director Robert Maccarone addressed the staff of the Suffolk County Probation Department —Central Islip Office on Sept. 12, thanking probation officers for their important work. Director Maccarone said he recognized the complexity of the work performed by probation officers and the importance of their work in assisting individuals to change their thinking and behaviors so they can become contributing members of the community.

Recent State Director's Memoranda

The following State Director's Memoranda are available through the IJ Portal: Resources > Reference Library > Probation > Director's Memoranda

- State Director's Memorandum #2023-6 - Juvenile Delinquent Fingerprint Records--Probation Intake
- State Director's Memorandum #2023-7 - 2023 IID-Leandra's Law--Mid-Year Report
- State Director's Memorandum #2023-8 - Juvenile Delinquency & Orders of Protection
- State Director's Memorandum #2023-9 - Pre-Sentence Repository User Guidance

Probation Professional Practice Tips

NYCOMPAS – View Change

Users accessing the COMPAS application through the IJ Portal will note a new operation upon opening COMPAS, which will now launch in a new browser tab outside of the IJ Portal called, 'Northpointe Suite.' Probation officers and community correction professionals will no longer see the eJusticeNY banner at the top of the web browser when in COMPAS. There will be no changes to the COMPAS application itself, only where it opens. To exit the COMPAS application, users simply will close COMPAS tab, returning to the tab where their IJ Portal session remains.

When exiting the COMPAS suite, please be sure that you log out of both the COMPAS suite and the IJ Portal to ensure that nothing is inadvertently left open.

Should you have any questions, please contact Community Correction Representative 3 Frank Cangiano (Adult Operations) Frank.Cangiano@dcjs.ny.gov or Community Correction Representative 3 Nicole Aldi (ATI) Nicole.Aldi@dcjs.ny.gov.

Importance of Collateral Contacts

Collateral contacts have long been a part of the work of probation professionals and provide an opportunity to assess an individual's compliance and progress and build a support network — a circle of influence to improve probation outcomes.

Since June 1, 2013, Title 9 NYCRR Part 351 "Probation Supervision" has recognized the importance of collateral contacts by re-defining the term as "a contact to objectively verify information regarding the probationer with someone or some source other than the probationer, including the probationer's compliance with conditions of probation and progress toward achieving the case plan goals."

The regulation further emphasizes that such collateral contacts are to be "related to the criminogenic needs identified in the case plan." Accordingly, in developing a network of collateral contacts for a given individual under supervision, the probation officer must identify what persons or agencies would best serve this function.

During reassessments and case reviews, or when otherwise appropriate, the continued efficacy of these identified collateral contacts should be assessed and new contacts identified as necessary.

Part 350.6 (b) (1) Scope of Investigation Process; Legal History

DCJS' OPCA General Rules and Regulations Title 9 NYCRR Part 350 Investigations and Reports Section 350.6 (b) (1) provides instruction to probation officers on legal history: the inclusion in the pre-dispositional/pre-plea/pre-sentence investigation report of the gathering of *all* available, relevant, and reliable information by the probation department conducting the investigation that may have a bearing upon the recommendation or court disposition, as well as any additional information directed by the court. As a reminder, the Probation Office shall not gather information as to matters which have been terminated in favor of the respondent/defendant pursuant to CPL Section 160.50 and FCA Section 375.1. When preparing the legal history section of an investigation report *JD and PINS intake diversion records that have been sealed pursuant to FCA Section 375.1 may not be included unless the officer gathers the legal information voluntarily from other sources (such as the respondent/defendant, family members, victims, schools, or police) as to past behavior.* It is recommended that a reference to the information source be provided in the body of the investigation report.

Pretrial Release Data

New York law requires that DCJS and the Office of Court Administration (OCA) provide information to the public detailing pretrial release decisions made by judges upon arraignment, including release on recognizance, bail, or non-monetary conditions, as well as remand to custody. DCJS and OCA have collaborated and compiled a comprehensive data file to meet the statutory reporting obligations. Data can be found [here](#).

Professional Wellness and Peer Support Program Updates

NYS Peer Support Team and Officer Wellness Resource List

OPCA is in the process of compiling a list of trained peer support specialists and officer wellness staff throughout the state. This list can serve as a resource to department staff seeking to contact a peer support specialist and/or wellness staff outside of their departments to discuss policy/procedures, programming and activities, as well as to provide support. Additionally, the list will be broken down by department, name of peer support and wellness staff, position/title and contact information. If you are interested in having your name on the state Peer Support Team and Officer Wellness Resource list, please provide the below information in an email and forward to Community Corrections Representative 2 Danielle.Brendese@dcjs.ny.gov.

PST Specialist Name(s):

Department Name:

Department Position/Title:

Email and/or Contact Number:

Wellness Staff Name(s):

Department Name:

Department Position/Title:

Email and/or Contact Number:

Are your department's peer support team and wellness program under one program? Yes____ No____

OPCA recently distributed the 2022 Probation Employment Report to departments. Sixty-nine percent of individuals on probation supervision, who were identified as employable, were employed on Dec. 31, 2022. OPCA applauds probation departments and DCJS-funded programs across the state for their consistent efforts to assist individuals on probation supervision to understand the competencies required to obtain and maintain a directed approach to their careers. Employment is an essential component of stabilization and self-sufficiency. If you have any questions regarding the 2022 Probation Employment Report, please do not hesitate to contact Community Correction Representative 1 Monica Luciani at Monica.Luciani@dcjs.ny.gov or (518) 485-6247.

Probation Employment Liaison Directory

Probation departments were provided with the most recent Probation Employment Liaison Directory. Probation departments are encouraged to list the PEL on their websites so local employers, educators and vocational providers can access these vital contacts.

Probation employment liaisons serve an important function. They can act as a single point contact for local employers to discuss the employment of individuals on probation. Employers have requested these contacts, as they would prefer to understand the reasons an employee may not be able to work overtime (curfew) or to better understand why an employee has been absent from the workplace or the academic setting before terminating employment or participation in an education/vocation training program. Probation employment liaisons serve as effective communicators with employers and educators. If you have any questions regarding the Probation Employment Liaison Directory, please do not hesitate to contact Monica Luciani, Community Correction Representative 1 at Monica.Luciani@dcjs.ny.gov or (518) 485-6247.

OPCA Implements Probation Focused Procedural Justice Initiative

OPCA has worked with representatives from probation departments that participated in two focus groups to develop a practical in-service training for probation officers on “The Essentials of Procedural Justice,” a course designed specifically for probation professionals. The focus groups demonstrated that probation departments are performing many functions that are consistent with the principles of procedural justice, but they may not be formally recognized as such. OPCA will be facilitating the inaugural “Essentials of Procedural Justice Workshop,” on Wednesday, Nov. 8, in Oriskany, N.Y. The Jefferson, Oneida, Onondaga, and Ontario probation departments will participate in the first in-person training and program development session; these departments were selected as a result of their participation in the focus groups, as well as their expression of interest in further training.

The Nov. 8 session will include two phases — an overview of the procedural justice model, as well as action planning and development. Departments will also be provided technical assistance on how best to develop an action plan unique to their localities. Plans will address three areas of impact: agency, individual, and environment.

Procedural justice, with respect to effective probation practice, relates to client engagement and establishing relationships of mutual respect and understanding. Information will be shared about additional workshop dates for other departments in the coming months.

DCJS Dashboard: Juvenile Justice System Racial Disparities

DCJS' Youth Justice Research team has published a dashboard focused on racial and ethnic disparities in the juvenile justice system: [Click here.](#)

This dashboard shows the breakdown of cases at each system point, by race/ethnicity, and can be filtered by county, age group, sex, crime type, and year. DCJS plans to update data in the dashboard annually. Many thanks to the Youth Justice Research team and the DCJS Office of Justice Research and Performance for a fantastic job!

To access the dashboard, click the link provided above and then click on the dashboard image to sort the data by year, region, county, age group, sex, and felony/misdemeanor.

Substance Use and People Involved in the Criminal Justice System

OASAS Associate Commissioner Rabiah Gaynor delivered a training, titled "Substance Use and People Involved in the Criminal Justice System," on Sept. 20, and 116 probation professionals and treatment providers participated. Preliminary data for 2022 indicates that more than two thirds (68%) of the reported 107,081 drug overdose deaths in the United States involved synthetic opioids other than methadone, primarily illicitly manufactured fentanyl, according to the Center for Disease Control and Prevention. Associate Commissioner Gaynor discussed services provided by OASAS and the impact on justice involved individuals who are incarcerated in county jails or prison or on probation and/or parole supervision. The training also provided information on preventive measures and medications available to mitigate the state's overdose rates. OPCA expresses its appreciation to Associate Commissioner Gaynor for her informative presentation. A recording of the presentation will be posted in the IJ Portal: Resources > Reference Library > Probation > Training.

Career University Webinar – Advancing to the Next Level

On Sept. 25, more than 30 professionals attended "The Career University – Advancing to the Next Level" webinar. This training qualifies certified Workforce Development Specialists and assists staff in facilitating groups participating in "Career University – Advancing to the Next Level," a comprehensive career curriculum for youth ages 14 to 24, who are, or have been, involved with the criminal justice or juvenile system. It builds on evidence-based curricula and resources from DCJS, the Department of Labor and several local probation departments and community-based organizations with frontline experience working with this population of youth in New York State.

Ready, Set, Work! Technical Assistance Refresher

On Sept. 29, more than 75 professionals attended the "Ready, Set, Work! Technical Assistance Refresher" training hosted by OPCA. The purpose of the webinar was to provide a refresher course for all certified workforce development specialists in the facilitation of "Ready, Set, Work!" groups. This webinar provided specific technical assistance on how to conduct these groups with fidelity. Fully certified WD Specialists were provided an opportunity to refresh their skills in order to fully utilize the certification credential they have earned.

Please contact Monica Luciani, Community Correction Representative 1, at Monica.Luciani@dcjs.ny.gov or (518) 485-6247 with any WDS related questions.

Russell Sage College Assists Shift to Community Corrections in Criminal Justice Through Unique Degree Program and Partnership with Albany County

Russell Sage College has launched an initiative to meet the needs of the criminal justice system workforce as it shifts to a focus on shorter prison sentences and alternatives to incarceration, with an increased demand for leaders in community corrections. The Russell Sage Community Corrections Workforce Development Initiative addresses the shift toward community corrections.

Click [here](#) to read more about the collaboration and workforce initiative.



Cattaraugus County Participates in Pride in the Park

Cattaraugus County Probation Officer Heather Snider and Probation Officer Melissa Dieteman participated in the Pride in the Park event in Olean, N.Y., in late August. One of the officers shared a story of her interaction with a teenager below.

“The best thing I heard today was from a teenager...While representing the Cattaraugus County Probation Department at Pride in the Park, a young lady walked directly towards our table. She said “You look like a cop, but NOT an Op.” I smiled politely and began my probation/peace officer spiel. She asked if I knew what “Op” meant; she matter-of-factly said that it meant oppressor. She thanked us for showing up to the event and accepting all people. These days are the good ones!”



Warren County Youth on Probation Learning Life Skills Through Gardening

Warren County started a unique program that engages teenagers on probation in community outreach and provides an opportunity to learn new skills. In the Spring, the first youth garden program began, and this summer was their first harvest. While the program may be untraditional, it teaches communication, self-efficacy, team building skills, respect, and kindness. Read more [here](#).



Probation Periodical Electronic Newsletter – Nassau County

The Nassau County Probation Department issued their Probation Periodical Electronic Newsletter in September. This newsletter hopes to bridge gaps and ensure that various areas of the Department are informed and connected. Future issues will highlight policy updates and focus on wellness and team building.

The newsletter can be read [here](#).

Governor Announcements

On Sept. 27, Governor Hochul signed into law a legislative package that expands the number of members and time served on the New York State Interagency Task Force on Human Trafficking to ensure continuity. Governor Hochul also signed legislation that ensures transportation hubs across the state display information on services available to victims and survivors of human trafficking. Additionally, Governor Hochul highlighted \$2.3 million awarded to contractors across the state that provide services to survivors and victims of human trafficking. Read more [here](#).

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Newsletter Briefs – October – Domestic Violence Month

Governor Kathy Hochul recognized October as Domestic Violence Awareness Month in New York State, issuing a proclamation and directing that all state landmarks be illuminated purple on Sunday, Oct. 1, and on Purple Thursday, Oct. 19, in honor of those impacted by domestic violence. Coinciding with this proclamation, the Office for the Prevention of Domestic Violence conducted weekly “Domestic Violence 101” training and “Gender-Based Violence Awareness” training for Social Service Districts.

OPDV also recognized #PurpleThursday and collaborated with the state Office of General Services to host the New York State Clothesline Project and with Syracuse University to host a “Start the Conversation: Engaging Men and Boys” panel.

