



**ANDREW M. CUOMO**  
Governor

**MICHAEL C. GREEN**  
Executive Deputy Commissioner

**ROBERT M. MACCARONE**  
Deputy Commissioner and Director

**STATE DIRECTOR'S MEMORANDUM # 2015-6**

**TO: All Probation Directors and Commissioners**

**FROM: Robert M. Maccarone, Deputy Commissioner and  
Director, Office of Probation and Correctional Alternatives *R.M.M.***

**DATE: August 13, 2015**

**RE: NYS Probation Practitioner Handbook  
for the Management of the DWI Offender**

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Probation professionals supervise some 24,000 DWI offenders each year—nearly 25% of the adult probation caseload in New York State. Individuals who are convicted of DWI crimes and sentenced to probation supervision are repeat offenders; they are often addicted to alcohol and sometimes other substances. They are in need of treatment and informed supervision. Their drinking and driving behavior presents a significant risk to community safety and great potential for injury and death to themselves and others. The goal of probation is to work with individuals under supervision to change their behavior, reduce recidivism, and promote community and victim safety.

The NYS Probation Practitioner Handbook for the Management of the DWI Offender provides an important and comprehensive reference for both new and experienced probation officers and supervisors who are working in an area of community supervision that is constantly changing. The passage of new laws, the implementation of stricter motor vehicle regulations and the growing number of offender management technologies all contribute to an increasingly complex area of probation practice.

The Probation Practitioner Handbook brings together both research and practice advances that can benefit probation professionals while acknowledging that available resources can vary significantly from one locality to another. Nevertheless, there is great value in developing and maintaining a reference guide that can assist probation officers in performing their everyday responsibilities. Additionally, a growing number of probation departments have indicated their intention to develop written policies concerning probation DWI practice in their respective communities and have reported that the Probation Practitioner Handbook can help inform their work.

There are many colleagues to thank who have contributed to the production of the Probation Practitioner Handbook. We gratefully acknowledge the expertise and contributions of the Probation

Officers, Supervisors and Directors who participated in the regional DWI focus groups, as well as the Council of Probation Administrators (COPA), and its PARC Committee members who provided continued guidance during the past year. We extend our appreciation to our state partners, the NYS Department of Motor Vehicles (DMV), the Office of Alcohol and Substance Abuse Services (OASAS), as well as the NYS Office of Court Administration—the Office of Justice Court Support, all of which provided technical assistance to the project. We also thank the Traffic Injury Research Foundation (TIRF), the Institute for Traffic Safety Management and Research (ITSMR), and the DCJS Offices of Justice Research and Performance and Legal Services for their capable assistance.

Thank you for your continued efforts to improve traffic and community safety here in New York State.