

ANNUAL REPORT 2010

PHILADELPHIA ADULT PROBATION AND PAROLE DEPARTMENT

**HONORABLE PAMELA PRYOR DEMBE PRESIDENT JUDGE
HONORABLE D. WEBSTER KEOGH, ADMINISTRATIVE JUDGE, TRIAL DIVISION
HONORABLE SHEILA WOODS-SKIPPER, SUPERVISING JUDGE, CRIMINAL TRIAL DIVISION
DAVID C. LAWRENCE, COURT ADMINISTRATOR
JOSEPH A. LANZALOTTI, DEPUTY COURT ADMINISTRATOR, CRIMINAL TRIAL DIVISION
ROBERT J. MALVESTUTO, CHIEF PROBATION AND PAROLE OFFICER**

JANUARY, 2011

PHILDELPHIA ADULT PROBATION & PAROLE DEPARTMENT

2010

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~ CONTENTS ~

INTRODUCTION	4
STANDARDS COMPLIANCE	4
STAFFING	5
ADMINISTRATIVE SUPERVISION DIVISION	5
ADMINISTRATIVE SUPERVISION (AS)	5
ACCELERATED REHABILITATIVE DISPOSITION (ARD)	5
FRAUD	5
GENERAL SUPERVISION DIVISION	5
GENERAL SUPERVISION (GS)	5
ANTI-VIOLENCE SUPERVISION DIVISION	5
ANTI-VIOLENCE.	5
YOUTH VIOLENCE REDUCTION PARTNERSHIP (YVRP)	5
SPECIALIZED SUPERVISION DIVISION	6
DOMESTIC INTERVENTION	6
FORENSIC INTENSIVE RECOVERY (FIR)	6
GUN COURT	6
INTERMEDIATE PUNISHMENT (IP)	6
MENTAL HEALTH	6
MONITORED SUPERVISION	6
OUT OF COUNTY/STATE	6
SEX OFFENDERS	6
SUPERVISION SUPPORT	7
CENTER FOR ADULT EDUCATION	7
COMMUNITY SERVICE	7
COURT MENTAL HEALTH CLINIC	7
DNA.	7
DRUG DETECTION CENTER	7
FACILITIES AND GRANT MANAGEMENT	7
INTAKE	7
OPERATIONS SUPPORT	8
RECORDS MANAGEMENT	8
AVOPP COURT	8
CRASH COURT	8
VIOLATION OF PROBATION MANAGEMENT	8
PAROLE	8
PRESENTENCE	8
REENTRY INITIATIVES	8
VICTIM SERVICES UNIT	8
TRAINING & POLICY DEVELOPMENT	9
FUGITIVE SAFE SURRENDER	9
MONITOR	9
PROB-START (Probation Supervision Through Analysis, Research and Training)	9
TRAINING.	9
RESEARCH	9
SPECIAL PROJECTS AND RESEARCH	9
WEAPONS RELATED INJURY SURVEILLANCE SYSTEM (WRISS)	9
HIGHLIGHTS OF 2010	10
APPD FLOWCHART	11

INTRODUCTION

The Philadelphia Adult Probation and Parole Department (APPD) is the largest Department within the Criminal Trial Division of the First Judicial District of Pennsylvania. The Honorable D. Webster Keogh, to whom the Probation Department reports, is the Administrative Judge of the Trial Division. The Chief Probation Officer, Robert J. Malvestuto, oversees APPD and reports directly to Joseph A. Lanzalotti, Deputy Court Administrator, Trial Division. The President Judge is the Honorable Pamela P. Dembe.

Mission Statement - The mission of the Philadelphia Adult Probation and Parole Department is to protect the community by intervening in the lives of offenders. We hold them accountable by enforcing the orders of the Court. Through a balance of enforcement and treatment strategies, we afford offenders the opportunity to become productive, law-abiding citizens. APPD provides all possible assistance to the victims of the offenders we supervise. The agencies mission is implemented as follows:

- **SERVE THE COURT** – Provide pre-sentence investigation reports, mental health evaluations, and other information needed for the judicial decision-making process.
- **PROTECT THE COMMUNITY** – Monitor offenders granted probation or parole to ensure compliance with the rules and regulations of probation and parole, and Court-imposed special conditions. Through collaboration with community agencies, assist offenders in developing their potential.
- **SERVICE TO VICTIMS** – Provide services to victims of crime including developing victim impact statements, providing direct and referral services to victims, providing information to victim service providers and participating in victim service networks to promote the rights of victims.

Vision Statement - To become a leading organization in the field of community corrections by implementing evidence-based offender supervision strategies.

STANDARDS COMPLIANCE

The State Board of Probation and Parole promulgates American Correctional Standards which county Probation Departments in Pennsylvania are obligated to meet. For 2010, there were 227 such standards, all of which were met by APPD. The level of compliance with these standards is tied to the SBPP Grant-In-Aid program, which subsidizes 35% of the salaries of staff in certain classifications.

STAFFING

Staff are represented by the American Federation of State, County and Municipal Employees (AFSCME) and salaries are determined in part through collective bargaining. FJD determines the salaries of non-represented employees.

STAFF CATEGORY	COUNT
Managers	47
Probation Officers	271
Support Staff	45
Part-Time Staff	23
Vacancies	60

ADMINISTRATIVE SUPERVISION DIVISION

- **ADMINISTRATIVE SUPERVISION (AS)** – Three AS units supervise offenders who are predicted to not commit any new offenses. The ratio of offender to officer is higher in these units with reduced reporting frequency.
- **ACCELERATED REHABILITATIVE DISPOSITION (ARD)** – ARD is a diversionary program available to certain first time non-violent offenders at the discretion of the District Attorney’s Office. The ARD unit supervises all offenders in the ARD Program.
- **FRAUD** – The Fraud unit supervises offenders convicted of defrauding the Department of Public Welfare, Insurance Companies and Unemployment Compensation. This unit is funded by the District Attorney’s Office. There was a reduction in the grant funding in 2010 resulting in the reduction of four officers assigned to this unit.

GENERAL SUPERVISION DIVISION

- **GENERAL SUPERVISION (GS)** – Six GS units supervise offenders who are predicted to be charged with a new, not serious offense. Offenders supervised by this division report to APPD monthly.

ANTI-VIOLENCE SUPERVISION DIVISION

- **ANTI-VIOLENCE** – Four AV units supervise offenders who pose the greatest risk to public safety. They are predicted to be charged with one of the following offenses within two years of their probation start date: murder, attempted murder, rape (or other sex offenses), robbery, or aggravated assault. These units are regionalized and use intensive supervision techniques such as field visits and targeted patrols, as well as Cognitive Behavioral Therapy.
- **YOUTH VIOLENCE REDUCTION PARTNERSHIP (YVRP)** – YVRP is a multi-agency effort to reduce violent crimes among high-risk/at-risk juveniles and adults age 24 or younger. YVRP officers conduct Targeted Patrol with Police Officers, visiting homes between 4:00 p.m. and midnight in 12th, 19th, 22nd, 24th and 25th Police Districts. The American Probation and Parole Association (APPA) presented its Distinguished Annual Program Award to APPD in 2007 in recognition of the success of YVRP.

SPECIALIZED SUPERVISION DIVISION

- **DOMESTIC INTERVENTION** – The Domestic Violence unit supervises offenders prosecuted by the Family Violence and Special Victims Unit in the DA’s Office. These are chronic, serious domestic violence offenders court-ordered to domestic violence treatment and supervision. All cases with a domestic violence condition are referred to anger management counseling.
- **FORENSIC INTENSIVE RECOVERY (FIR)** – This program was developed in conjunction with the District Attorney, Public Defender and Philadelphia Health Management Corporation. Offenders in this program have the dual diagnosis of drug/mental health problems and are supervised in the FIR unit.
- **GUN COURT** – This specialty court began on January 10, 2005. APPD’s two Gun Court units provide strict supervision for offenders convicted of Violation of the Uniform Firearms Act (VUFA). All must perform community service and participate in violence awareness programs. Gun Court probation officers participate in targeted patrols of high crime areas with the Philadelphia Police Department.
- **INTERMEDIATE PUNISHMENT (IP)** – IP is a probation sentence established by statute intended to divert offenders from state prison. Offenders who have substance abuse problems and are scored in the upper range of the Sentencing Guideline calculation are eligible for IP and their supervision includes inpatient drug and alcohol treatment and house arrest with electronic monitoring.
- **MENTAL HEALTH** – Offenders in this unit are stipulated by the sentencing judge. Offenders have documented psychiatric difficulties and require mental health treatment. This unit works closely with the Court Mental Health Clinic to identify treatment options and develop supervision plans for the offenders. Offenders convicted in Mental Health Court are supervised by the Mental Health unit.
- **MONITORED SUPERVISION**– This unit provides a structured alternative to incarceration for offenders who are monitored electronically and referred for needed treatment. Offenders who violate their monitoring conditions are subject to arrest by the Warrant Unit of Pre-Trial Services.
- **OUT OF COUNTY/STATE** – Offenders who reside in another jurisdiction but are convicted of a criminal offense are supervised by the Probation Department in the county of residence, with administrative monitoring by officers in this unit. APPD receives reports from the supervising jurisdiction, which sometimes requires intervention by our officer. This unit also provides courtesy supervision for offenders that live in Philadelphia but were convicted of a criminal offense in other jurisdictions. Cases are returned to APPD for cause.
- **SEX OFFENDERS** – This unit intensively supervises offenders convicted of sexual offenses. Supervision includes urinalysis, counseling referrals, and monitoring of stay away orders and inappropriate living arrangements. The officers initiate Megan’s Law registration for those offenders convicted of designated sex offenses. Female sexual offenders are assigned to one officer to specifically address their issues. Computer technology monitors and blocks internet usage by certain sex offenders.

SUPERVISION SUPPORT

- **CENTER FOR ADULT EDUCATION** – This program is a joint effort between APPD and The Center for Literacy (CFL), a private, non-profit philanthropic organization. APPD provides office space and supplies. CFL provides on-site evaluations and referrals to educational programs, which consist of instruction from basic literacy through GED preparation.
- **COMMUNITY SERVICE** – This program arranges all Court-ordered community service for offenders so conditioned. APPD has developed well-monitored site placements with responsible organizations. APPD receives reports on hours of service by offender and maintains computerized records of completion.
- **COURT MENTAL HEALTH CLINIC** – Mental health evaluations are ordered by the judiciary to determine the offenders' competency to stand trial and assist in their own defense. Evaluations are also ordered for involuntary commitment cases, amenability to treatment determinations, and special requests from trial Judges. The clinic honors APPD requests for mental health evaluations on supervised offenders and provides training for the judiciary regarding mental health issues.
- **DNA** – DNA samples are collected from offenders convicted of felonies in accordance with Pennsylvania Act 185-2004. Testing is conducted with State Police Standards by a technician from Compliance Oversight Solutions Ideal, LLC, a contracted vendor. The Pennsylvania State Police supplies collection kits and receives the results.
- **DRUG DETECTION CENTER** – APPD operates an on-site drug detection laboratory which is staffed by a contracted vendor. The department has made a concerted effort to drug test only those offenders who would benefit from this service. This has resulted in a reduction in the number of tests and the associated costs.
- **FACILITIES AND GRANT MANAGEMENT** – Several staff who have other duties share the following responsibilities:
 - Building Management - 1401 Arch Street Philadelphia, PA 19102
 - Vehicle Fleet Management
 - Equipment and Supplies – ordering, storing, inventory, distribution and repair.
 - Criminal record checks on supervised offenders for compliance with DPW standards.
 - Supervision of part-time clerical employees
 - Ensure compliance with federal, state, and local grants
 - Maintain messenger service
 - Management of Service Contracts
- **INTAKE** – Intake technicians use Monitor to initiate probation cases for all offenders so sentenced. Case imitation involves briefly interviewing the offender, entering docket information and running the offender risk assessment. All new probation officers do a rotation in this unit as it is the best training ground for understanding the business of probation. Student interns and externs are also assigned there. Unit staff works closely with the Clerk of Quarter Sessions.

- **OPERATIONS SUPPORT** – These specialized technical staff handle the administrative transactions generated by certain frequently-occurring case events.
 - **RECORDS MANAGEMENT**
 - Maintains and catalogs master files, each of which contains all documents accumulated for any offender supervised by APPD whose cases have expired.
 - Creates new cases via the Monitor caseload management computer application resulting from parole petitions and requests for courtesy supervision from other jurisdictions.
 - Responds to subpoenas for archived case information.
 - Responds to requests from other agencies for information on active and expired cases.
 - Processes a number of Monitor transactions, including case transfers, expirations and quality control printouts.
 - Microfilms expired cases on an aging schedule.
 - **AVOPP COURT** –This court hears all technical violations of probation. These hearings are handled by one probation officer assigned to the Supervision Support Division. This court has greatly streamlined the handling of technical VOPs.
 - **CRASH COURT** - This court hears all Gagnon I hearings. These hearings are handled by one probation officer assigned to the Supervision Support Division.
 - **VIOLATION OF PROBATION MANAGEMENT**
 - Generate and track arrest warrants requested by officers for offenders who have violated or absconded from supervision.
 - Track potential open-bill violations through the trial phase, identify direct violations and request violation hearing on ‘ready’ cases as determined by our assessment of offenders’ legal profile.
 - Field inquiries from agencies nation-wide regarding our offenders apprehended in other jurisdictions.
 - Issue and track warrants requested by State Parole agents on certain shared-supervision cases; schedule and attend warrant hearing.
- **PAROLE** – Parole staff are responsible for the timely issuance of petitions to sentencing Judges based on local parole eligibility rules. The Release Information Network (RIN) is a networked computer application used by APPD and the Public Defender to support the paroling process. The Parole Unit receives and acts on both approved and denied petitions received from sentencing Judges.
- **PRESENTENCE** – Two presentence units are staffed by experienced probation officers, who conduct background investigations examining and evaluating the offender’s criminal and psycho-social history. Investigators compose reports for requesting Judges to assist in sentencing.
- **REENTRY INITIATIVES** - The Mayor’s Office for the Reintegration Services for Ex-Offenders (RISE) offers reintegration services to offenders upon their release from prison. This program also provides life-coaches and mentors. APPD staff refers offenders to their job training and placement services.
- **VICTIM SERVICES UNIT** – Two probation officers are dedicated to assisting victims of crime. These officers reach out to all victims of sexual offenses and survivors of homicide attempts. They work with victims to compose impact statements which are a part of the presentence report and coordinate services with support agencies.

TRAINING & POLICY DEVELOPMENT

- **FUGITIVE SAFE SURRENDER** – An on-going faith-based initiative of receiving and processing offenders wishing to turn themselves in to clear outstanding warrants.
- **MONITOR** – Monitor is the APPD case management system used by probation officers to enter data on all aspects of case supervision. Managers also use Monitor to audit cases and otherwise oversee the operation of their units. Technically proficient staff maintain liaison with the vendor and conduct ongoing weekly and ad hoc phone conferences to support and improve the program.
- **PROB-START (Probation Supervision Through Analysis, Research and Training)** – An overarching management construct using data from Monitor; started after Monitor had been in use long enough to yield informative results to targeted queries. Management identifies reviews, and acts on trends. The Chief Probation Officer selects a topic of importance in case supervision which is analyzed by the research team. Concurrently, Managers, Supervisors and Officers audit cases for instances of the ProbSTART topic. Group case conferences are held and management and line staff present and explain pertinent cases. Identified practices are lauded or remediated. They serve as the basis for policy development and department-wide training
- **TRAINING** – This multifaceted unit arranges for and conducts training which, among other things, complies with the Pennsylvania Board of Parole and Probation mandate of 40 hours for professional staff and 16 hours for support staff. The Training Unit studies and develops policy for the department. FJD subsidizes, through APPD, certain graduate studies for which training hours are credited.

RESEARCH

- **SPECIAL PROJECTS AND RESEARCH** – Provides APPD with operational and evaluative information not otherwise available. Two degreed professionals conduct fruitful studies and receive support and liaise with the University of Pennsylvania and Temple University. With UPenn we have implemented the APPD risk tool which is used to assess the offender risk. The research department completed a case processing analysis of sex offenders, updated the annual WRISS Report, and completed an evaluation of the APPD Risk Tool using six month recidivism data.
- **WEAPONS RELATED INJURY SURVEILLANCE SYSTEM (WRISS)** – APPD maintains a database of shooting victims in Philadelphia with data from the Philadelphia Police Department. APPD uses these data to identify APPD offenders who were the victim of gun violence and disseminate weekly reports.

~ Office of the Chief Probation Officer ~
Robert J. Malvestuto

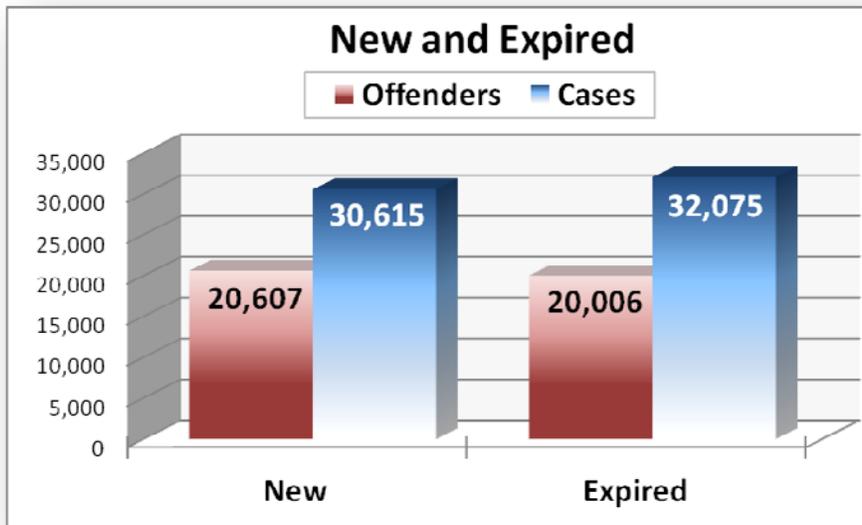
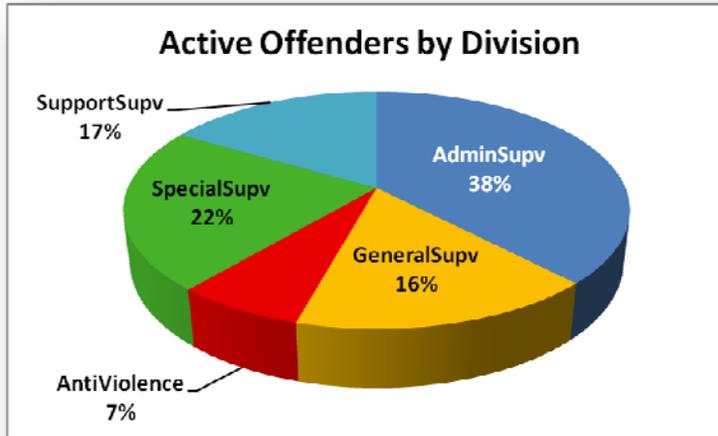
HIGHLIGHTS OF 2010

- **HIGH RISK EXPERIMENT** – A study to test the effectiveness of cognitive behavioral therapy on high risk offenders began in the beginning of the year. This experiment is a joint effort between APPD and the University of Pennsylvania.
- **NEW VERSION OF RISK ASSESSMENT** - A new version of the APPD risk tool, which integrates juvenile court data into the assessments was completed and implemented.
- **ANAYLSIS OF SEX OFFENDERS** - In March, working with Philadelphia Health Management Corporation, the research team completed a report on offenders arrested for sex offenses and how their cases move through Philadelphia’s court system.
- **WRISS REPORT** – Our research team issued its latest version of the gunshot victimization report covering victims from 2002 though 2009.
- **RISK TOOL EVALUATION** - Work on the risk tool evaluation began this year. The phase one report examined how the department looks now that it has been reorganized based on risk. A second report calculated six month recidivism rates. The third phase of the evaluation, a stakeholder analysis, was completed in 2010.
- **OPERATIONS MANUAL** - The research department, together with training and policy development, spearheaded an effort to revise/recreate the operations manual. Approximately half of the work on this project was completed in 2010.
- **PROB-START** – This year, the division directors assumed responsibility for conducting case conferences to review to identify and act on trends. This was done with the assistance from the research department. The Chief attended all conferences.
- **SPECIALITY TRAINING** – The Education and Training Coordinator for Women Against Abuse trained all APPD officers. This training is the same program given to Philadelphia Police Officers and Dispatch personnel. The training provided an overview of Domestic Violence, including a review of the power/control theory, factors contributing to why individuals remain in abusive relationships, the APPD’s policy regarding interacting with and responding to victims and/or their complaints and departmental procedures for responding to an offender on whom a complaint has been issued.
- **PSI REPORT** – A modified PSI Report was developed by APPD managers in conjunction with and approved by the Supervising Judge of CP Court for the felony waiver track rooms and the President Judge of Municipal Court for all MC dockets.

ADULT PROBATION AND PAROLE DEPARTMENT 2010 ANNUAL STATISTICS

Total number of offenders supervised by APPD on 12/31/2010: 45,946

Total number of dockets supervised by APPD on 12/31/2010: 61,514



Selected Workload Figures

Number of New Arrests	9,143
Number of Gagnon II Violation Hearings Attended	14,720
Number of Drug Tests Administered	43,119
Number of Mental Health Evaluations Administered	1,917
Number of PreSentence Completed	2,015

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