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PENNSYLVANIA

BOARD OF PROBATION

AND PAROLE



1986

ANNUAL

REPORT

ROBERT P. CASEY, Governor
Commonwealth of Pennsylvania

FRED W. JACOBS, Chairman
Board of Probation and Parole

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THE CHAIRMAN'S LETTER



COMMONWEALTH OF PENNSYLVANIA
BOARD OF PROBATION AND PAROLE
BOX 1661 HARRISBURG, PA. 17120

OFFICE OF THE CHAIRMAN

February, 1987

To His Excellency, Governor Robert P. Casey, and to the Honorable Members of the Senate and to the House of Representatives of the Commonwealth of Pennsylvania:

I am pleased to present to you the 1986 Annual Report of the Pennsylvania Board of Probation and Parole, which includes the 1984-85 fiscal year information.

A milestone was reached in 1986 as a result of the passage of House Bill 447 (Act 1986-134) extending the life of the Board for another ten years and making needed amendments to the Probation and Parole Act. The amendments allowing parole decisions to be made by panels of two persons should enable the Board to more adequately fulfill its decision-making responsibilities affecting the lives of thousands of inmates in correctional institutions and others already under parole supervision by the Board.

The Act also included a new emphasis on victim input for the parole release decision-making process. The Board's Victim Input Program is operational and oral testimony has been received from several victims. The Board has always supported victim input at the time of parole decision making and has committed itself to this new emphasis. Additional resources are necessary to develop this program more fully.

The dramatic increase in the prison population in Pennsylvania began its impact on Board operations in 1986 and, without doubt, will create a significant problem for the Board in 1987 and thereafter. The most serious problem is the lack of resources to provide parole services in the new state correctional facilities scheduled to open in early 1987. Currently, there are no Board staff positions available for these new institutions to conduct pre-parole classes for inmates and to provide the needed material for the parole release interviews by Board Members and hearing examiners. It is my hope that the new administration and the General Assembly will look favorably upon providing the resources for the Board to secure the additional parole staff needed to provide parole services in the new facilities.

The Board also faces increasing workloads in the supervision of more than 16,000 offenders under the parole/probation supervision of the Board. The Board continues to affirm its belief that the supervision of ex-offenders in the community setting is the best avenue for their reintegration into society without detrimental effects to the public at large; is cost-effective; and in the majority of cases is a desirable alternative to incarceration at a time when there is a growing prison population. As the prison population grows, so does the potential parole population. Reducing workloads by hiring additional staff was recommended during the Sunset Review of the agency, however, no funds were appropriated for that purpose. This need is paramount for the continuation of an effective parole/probation system.

Respectfully

Fred W. Jacobs
Chairman



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The Board consists of five full-time members, appointed by the Governor with the consent of a majority of the Senate members, to serve staggered, renewable, six-year terms. Board members are prohibited from engaging in any other employment or political activity. The Board members represent diverse backgrounds, experience, and training, encompassing parole/probation services, social work, criminal justice planning, police and prison services, teaching and administrative work. They have a combined total of more than 50 years of service with the Board as members and in other capacities.

Board Members, left to right, (standing) Walter G. Schelpe; Fred W. Jacobs, Chairman; Walter L. Crocker; (seated) Raymond P. McGinnis, and Mary Ann Stewart.



Fred W. Jacobs, Chairman, Mechanicsburg, received his B.A. degree in psychology from Susquehanna University (1964) and his master's degree in social work from West Virginia University (1967). He has had extensive experience in juvenile corrections at Loysville Youth Development Center as a caseworker, cottage supervisor, unit supervisor, and director of staff development. Mr. Jacobs came to the Board in February, 1971, as director of staff development and was promoted to executive assistant to the Chairman in June, 1973. After his nomination by the Governor and confirmation by the Senate, he took the oath of office as a Board Member in March, 1976, and was appointed Chairman by the Governor in April, 1976. In 1982, Mr. Jacobs was reappointed for another term as a member of the Board and was again named Chairman by Governor Thornburgh. On November 25, 1986, the Senate confirmed the reappointment of Mr. Jacobs, and he took the oath of office for another six-year term on December 5, 1986. His appointment as Chairman was again reaffirmed by the Governor.

Walter L. Crocker, Member, Pittsburgh, received his bachelor's degree from Lincoln University (1949) and a master's degree in education from the University of Pittsburgh (1956). He began his criminal justice career with the Allegheny County Court of Common Pleas as probation officer, intake officer, supervisor, and senior supervisor, 1958-1970. He then served as the civilian coordinator for the community relations section of the Bureau of Police, Pittsburgh, for a number of years. In 1975 he began service with the Pennsylvania Commission on Crime and Delinquency and subsequently became regional coordinator of

the Southwest Office. Mr. Crocker then served as an intake officer for the juvenile division of the Allegheny County Court of Common Pleas before becoming a parole agent with the Board in 1984. His appointment as a Board Member was confirmed by the Senate on November 13, 1985 and he took the oath of office on December 6, 1985.

Raymond P. McGinnis, Member, Williamsport, received a bachelor's degree from Temple University (1969) and a master's degree in social work from Marywood College, Scranton (1977). Mr. McGinnis began his work in the correctional field in 1971 as a Lycoming County probation officer. In 1972 he began service as a parole agent with the Board's Williamsport office and continued for more than 11 years. Mr. McGinnis also served in the United States Army as a social work specialist and his part-time employment has included teaching at Lycoming College and serving as a social work supervisor with the Regional Home Health Service in Lycoming County. On June 1, 1983, the Senate confirmed Governor Thornburgh's appointment of Mr. McGinnis as a Board Member and he was sworn into office on June 14, 1983.

Walter G. Scheipe, Member, Leesport, received his bachelor's degree from Bloomsburg University. After graduation, he taught school in Venezuela for six years. Mr. Scheipe had previous experience with the Board as a parole agent for six years assigned to the district offices in Philadelphia and Allentown. In 1961 he was appointed chief probation and parole officer of Berks County, a position he held until 1969. Mr. Scheipe was appointed warden of the Berks County Prison in January, 1969 and retired in December, 1980. On November 19, 1980, Mr. Scheipe was confirmed by the Senate as a member of the Board for the first time, taking the oath of office on December 27, 1980. After his Senate confirmation on November 24, 1986, Mr. Scheipe began his second six-year term by taking the oath of office on December 5, 1986.

Mary Ann Stewart, Member, Pittsburgh, received her bachelor's degree in sociology from the University of Southern Mississippi (1960), and through the Board's Professional Education Program, received a master's degree in social work from the University of Pittsburgh (1973). Ms. Stewart began her career as a social worker with the American Red Cross in Korea and Europe, followed by service as a juvenile probation officer in Indianapolis, Indiana, and Allegheny County, Pittsburgh, and as a social worker with Gilmary School, Moon Township, near Pittsburgh. She began her service with the Board in 1971 as a parole agent in the Pittsburgh office, continuing until 1978 when she was promoted to one of the Board's staff development specialist positions. Ms. Stewart was confirmed as a Board Member by the Senate on November 13, 1985 and took the oath of office on December 13, 1985.

The use of parole in Pennsylvania began in the 1800's, taking on many different forms during the years until 1941, when the General Assembly of the Commonwealth of Pennsylvania passed the Parole Act (Act of August 6, 1941, P.L.861, as amended, 61 P.S. §331.1 et seq.) which established the Pennsylvania Board of Probation and Parole. The Board is an independent state correctional agency, authorized to grant parole and supervise all adult offenders sentenced by the courts to a maximum prison sentence of two years or more; revoke the parole of technical parole violators and those who are convicted of new crimes; and release from parole, persons under supervision who have fulfilled their sentences in compliance with the conditions governing their parole. The Board also supervises special probation and parole cases at the direction of the courts and persons from other states under the Interstate Compact. At any one time, the Board has under supervision more than 16,000 persons, of which approximately 16% are clients from other states being supervised by the Board under the Interstate Compact.

The Board's philosophy and principles statement, adopted in 1977 and amended in 1986, serves as a guide for the policies, decision making, and supervision practices of the Board.

BOARD CONTINUED — AMENDMENTS TO THE PAROLE ACT PASSED

On October 9, 1986, the Pennsylvania Board of Probation and Parole was continued to 1995 in accordance with the provisions of the Sunset Act. The recommendation for the Board's continuation came from the Senate Law and Justice Committee as a result of an intensive review of the Board and its operations in 1985. This review resulted in the Committee's findings that "... (1) the termination of PBPP would significantly harm or endanger the public's health, safety and welfare, (2) there is little or no overlap or duplication of effort by other agencies, and (3) based on service to the public, there is a demonstrated need for the continued existence of the agency."

In addition to the continuation of the Board, the legislation also included needed and significant amendments to the Parole Act of 1941, as amended in 1965. These amendments were also based on recommendations by the Senate Law and Justice Committee. The legislation, House Bill 447, was passed unanimously by both houses of the legislature, signed by Governor



Thornburgh, and is now known as Act 1986-134.

Board Member Appointments More Specific

Future gubernatorial appointments of Board Members will be based on specific qualifications as a result of the passage of Act 1986-134. The Act states, "To be eligible to be appointed by the Governor for membership on the board, an individual shall have at least six years of professional experience in parole, probation, social work or related areas, including one year in a supervisory or administrative capacity and a bachelor's degree."

The filling of vacant Board Member positions was also delineated more specifically in the legislation as follows: "Whenever a board member's term expires, that member's position shall be immediately deemed a vacancy and the Governor shall nominate a person to fill that membership position on the board within ninety (90) days of the date of expiration, even if the member continues to remain on the Board." The Act also mandates that a Board Member may not serve "...more than ninety days beyond the expiration of his appointed term." The duties and functions of the Chairman are also more specifically stated to include, "...organizing, staffing, controlling, directing and administering the work of the staff."

The setting of Board Members' salaries was removed as a responsibility of the legislature and salaries are now set by the Executive Board. The Governor serves as the chairman and names six heads of administrative departments to comprise the Executive Board.

Chairman Fred W. Jacobs presides at one of the regular Board meetings. Participating at the meeting, left to right, are LeDelle A. Ingram, Affirmative Action Officer; Walter L. Crocker, Board Member; Raymond P. McGinnis, Board Member; Hermann Tartler, Board Secretary; Alva J. Meader, Executive Secretary; Chairman Jacobs; Walter G. Scheipe, Board Member; Mary Ann Stewart, Board Member; and Robert A. Greevy, Chief Counsel.

Decision Making by Panels Now Possible

Since the establishment of the Board in 1941, all "official actions taken by the Board" required a majority vote of its members. One of the amendments in Act 1986-134 permits the Board to make decisions on "...parole, reparole, return or revocation in panels of two persons. A panel shall consist of one board member and one hearing examiner or two board members." This change will allow for Board decisions to be finalized more quickly and notifications to clients will be more timely. Board Members, the Board Secretary, and the Board's Counsel met in December with all the hearing examiners to discuss their new role as decision-makers in the parole release process.

When the designated panel cannot agree on a decision to parole, another member appointed by the Chairman shall make the decision by concurring with one of the original panel members. When there is a panel disagreement on a revocation decision, "...the matter shall be decided by three board members...; at least two of these members must not have been on the disagreeing panel, if practicable." Revocation decisions may also be appealed by "an interested party" within thirty (30) days of the Board's decision. Again, these appeals shall be resolved by three Board Members who may affirm or reverse the decision of the panel, return the matter to the original panel to determine some unresolved issue, or they may order the case to be reheard. Although panels are already making parole release decisions, the use of panels for due process hearings will begin after publication of the revised rules for such hearings as part of the regulatory review process.

Criteria to be Established for Court Services

Another result of recommendations by the Senate Law and Justice Committee was the amending of the Probation and Parole Act allowing the Board "...to adopt regulations establishing criteria for Board acceptance of cases for supervision and pre-sentence investigation from counties that on December 31, 1985, maintained adult probation offices and parole systems;..." Since 1965, the judges "of any courts having criminal jurisdiction" may by special order direct the Board to supervise any persons placed on probation or parole who are under the jurisdiction of the courts. These cases are generally referred to as "special probation" or "special parole" cases and the Board's responsibility is limited to the supervision of the offender. The court

retains the decision-making power responsibilities with regard to revocations and discharge from supervision. In addition, the Board conducts pre-sentence investigations when requested by the courts.

It has always been interpreted that these special supervision cases and pre-sentence investigations were to augment needed county court services, but not replace them. Over the years, the percentage of these special cases and services has remained constant in relationship to the Board's total workload. However, the Board has always had a concern that without specific criteria for these referrals, that percentage could increase dramatically at any time.

In addition, the Board has had concerns particularly about receiving cases with short amounts of time remaining on the sentences allowing little time for supervision after processing the transfer of the cases. The Board has favored accepting for supervision only those clients with sufficient sentence time to provide effective supervision.

As a result of the new legislation, proposed criteria will be published as part of the regulatory review process. When the regulatory process is completed, the adopted criteria will govern the Board's acceptance of referrals for court services. Since 1971, the Board has provided total probation and parole supervision and presentence investigative services for Mercer and Venango Counties and, therefore, they will be excluded from the criteria.

County Grants Scheduled to Increase

In 1965 a Grant-in-Aid Program was established to reimburse counties for the cost of additional probation staff and program needs to meet the qualifications and standards established by the Board to provide improved probation services. The level of this funding to counties was interpreted to allow for 100% of personnel salaries. However, the annual appropriations to the Board for this program never provided sufficient funds to meet the 100%.

The level of funding to counties was made more specific in Act 1986-134 based on recommendations of the Senate Law and Justice Committee. In 1986-87 the grants shall provide 65% of the personnel salary costs incurred by the county to administer these additional services and programs, and 80% in 1987-88 and thereafter. If insufficient funds are appropriated, each county shall receive a prorated reduction of the grants.

Advisory Committee on Probation Appointments Modified

The passage of Act 1986-134 made some slight changes in the appointments of the members of the Advisory Committee on Probation. Previously all nine members of the Committee were appointed by the Governor and confirmed by the members of the Senate. The amendments reduced the number of Committee members appointed by the Governor to seven, allowing for the remaining two members to represent the General Assembly. The President Pro Tempore of the Senate and the Speaker of the House of Representatives, each shall name one of its members to the Committee. The Governor continues to designate one member as chairperson of the Committee.

Victim Input Program Established

Included in Act 1986-134 is a totally new provision for victim input at the time of parole release decision making. According to the Act, the victim, or a family member, where the "...victim is a juvenile, is incapable of testifying or died as a result of the defendant's conduct..." shall be afforded the opportunity to present a written statement or oral testimony to the Board concerning the release of the defendant in cases where the defendant was sentenced to a term of imprisonment. The Act specifies that the notification to the victim shall be the responsibility of the district attorney and shall be done at the time of sentencing.

The victim's input shall concern itself with the "...continuing nature and extent of any physical harm or psychological or emotional harm or trauma suffered by the victim, the extent of any loss of earnings or ability to work suffered by the victim and the continuing effect of the crime upon the victim's family."

Following the passage of the legislation, the Chairman, the Board Secretary, and the Executive Assistant to the Chairman, began immediately to establish a Victim Input Program for the Board. They met with the Director of the New Jersey Victim Program to examine their procedures and materials, since the Pennsylvania legislation was modeled after New Jersey's. They also attended a statewide conference of district attorneys and county victim coordinators sponsored by the Pennsylvania Commission on Crime and Delinquency. As a result of the input derived from these meetings, procedures and materials for the Board's program were developed. Included was a victim reply card to be given to victims by the district attorneys or

the victim coordinators at the time of sentencing to be used by the victim to enroll in the Board's Victim Input Program.

In late November, the first oral testimony was received from a victim by one of the Board's hearing examiners, William H. Moul. His summary report of the victim testimony was considered by the Board prior to making its decision.



At a training session held for all hearing examiners in December, Meg Bates, Director of Victim/Witness Services for the state of Florida, and John H. Kunkle, Victim Services Program Manager of the Pennsylvania Commission on Crime and Delinquency, provided leadership in understanding effective means of working with victims and conducting testimony proceedings.

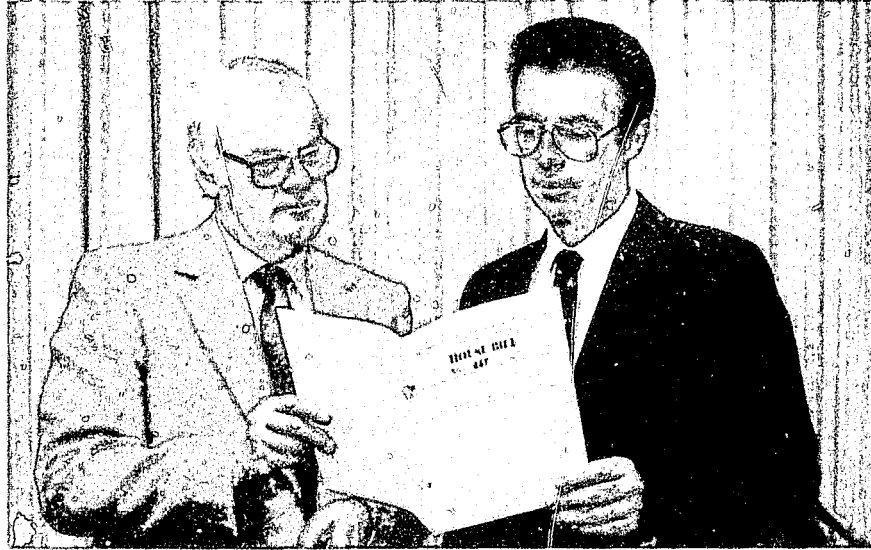
Other Provisions in the Act

The Act also included a provision making it possible for the Board to enter into contracts with private vendors to purchase community services to assist parolees. The Board has had the need in the past to secure assistance, particularly in the development of parole plans (home and employment), for inmates to be paroled and who are experiencing difficulty securing an acceptable plan. It is hoped that such contracts can be developed in the future as funds are available.

Since 1968, the Board has had citizens advisory committees in each of its ten supervision districts to act as sounding boards to the staff and the Board. The Act directed the Board to adopt specific regulations on the composition, functions, and responsibilities of these committees.

Hearing Examiner William H. Moul listens to victim testimony from the parents of a child who is deceased as a result of an offender's crime.

Immediately after the signing of the legislation into law, the Chairman designated appropriate staff members to begin the implementation of the various provisions of the Act.



Chairman Jacobs, right, discusses with Joseph M. Long, Executive Assistant to Chairman, staff assignments for the implementation of House Bill 447 (Act 1986-134) amending the Probation and Parole Act.

At year's end, many of the provisions of the Act were already implemented. In other cases where there are changes needed to the Board's regulations, these were being prepared for the Commonwealth rule-making process. Overall, the provisions of Act 1986-134 enable the Board and its staff to more adequately provide the mandated services to the community, victims of crime, the courts, and Board clients in fulfilling its mission of protecting the public through the reintegration of the offender into the community.

TWO BOARD MEMBERS REAPPOINTED

On December 5, 1986, Fred W. Jacobs and Walter G. Scheipe took their oaths of office for new six-year Board Member terms as prescribed by the Constitution of Pennsylvania. Governor Thornburgh had earlier submitted their names to the Senate of Pennsylvania where they were confirmed by a majority vote of the members.

Mr. Jacobs' new term as a Board Member expires on November 25, 1992. His first appointment to the Board was in 1976 and he was reappointed in 1982. In addition to being a Board Member, Mr. Jacobs has continuously served as Chairman of the Board since 1976 when he was appointed to that position by Governor Milton J. Shapp.

Board Member Scheipe is now in his second term on the Board which will expire on November 24, 1992. He was originally appointed to the Board in 1980.

INCREASED EMPHASIS PLACED ON FINES, COSTS, AND RESTITUTION

At its meeting on November 4, 1986, the Board made a decision to place greater emphasis on the payment of court-ordered fines, costs, and restitutions by clients under the supervision of the Board. In an implementation memorandum to the Board staff, Chairman Jacobs indicated that the Board "...reaffirms current policy that the agency shall not collect or disburse monies; however, field staff shall, through the supervision process, make every reasonable effort to have Board clients pay their legal debts and obligations." He further stated, "These efforts should be pursued in a variety of ways through counseling, written instructions, and the application of sanctions including the violation process, leading ultimately to revocation/recommitment." This emphasis is based on an underlying principle of the client's ability to pay his/her obligations.

New Condition Governing Parole/ Probation

In order to fully implement the Board's action, a new general condition of parole/probation was established requiring the payment of fines, costs and restitution by the client. The client will be required to establish a payment schedule with appropriate county authorities. The full cooperation of these county officials will be necessary to meet the Board's intention to have clients pay their legal obligations. The Board's supervision staff will be expecting county officials to provide them with complete information on the specific amounts of fines, costs, and restitution owed by clients under the Board's jurisdiction. Procedures have been developed for the field staff's monitoring and regular reporting on the client's efforts in fulfilling his/her obligations.

Sanctions to be Imposed

The Chairman's directive authorizes sanctions to be imposed on clients who fail to meet these financial obligations when they are able to pay, but refuse to make reasonable efforts to do so after counseling, persuasion and written instructions have been used by the parole agent. Short of the use of the Board's parole violation process, the following sanctions will be used:

- recommendations will not be made for early termination of supervision on general sentence cases and special probation/parole cases,
- special commutations or pardons will not be recommended to the Board of Pardons,

- clients will not be placed in the "reduced" (lowest) grade of supervision category,
- travel restrictions within and outside the state will be imposed,
- transfer of supervision to another state will be refused, and
- client curfews may be imposed.

When these sanctions have been exhausted and the client continues to refuse to pay these obligations, the client will be charged with a technical violation of parole. At the preliminary hearing, if non-payment and ability to pay are substantiated, the client may be continued under supervision with certain new conditions imposed, or the court may be informed of the client's unwillingness to pay and the Board's desire to cooperate with the court and other county officials in the enforcement of this legal obligation. If probable cause is found at the hearing, the client may be detained or continued on parole pending the outcome of the violation hearing.

It is the Board's intent that clients shall become responsible citizens by meeting all of their legal obligations. When clients are able, but refuse to meet these obligations, the Board will impose appropriate sanctions as necessary.

KEY ISSUES DISCUSSED AT BOARD/ MANAGEMENT MEETING

The new year began with a two-day meeting in Williamsport of Board Members, bureau directors, division directors, district office supervisors, institutional parole supervisors, and hearing examiners to discuss numerous key issues confronting the Board. Following an opening "state of the agency" address by Chairman Fred W. Jacobs, the meeting focused on the Board's implementation of the National Institute of Corrections' Model Probation and Parole Management Project. Since the project components impact heavily on field staff, i.e. client classification, client risk/needs assessment, client supervision plans, and workload measurements, representatives from each of the Board's district planning groups were named to assist in planning and to attend the meeting. Included in this group were: Parole Agents W. Edward Jones, Allentown; Deborah R. Cook, Altoona; David A. Schlemmer, Butler; Fred T. Angelilli, Chester; Richard P. Sheppard, Philadelphia; Cynthia L. Johnson, Pittsburgh; James L. Kalp, Scranton; and parole supervisors Robert J. Franz, Erie; Vaughn P. Heym, Harrisburg, and Richard A. Philipkoski, Williamsport. They

provided valuable input to the meeting and served in some leadership capacities as well. Their participation demonstrated the importance of line staff and management staff working together toward the fulfillment of a common purpose.



Parole Agent Richard R. Sheppard, Philadelphia, leads a discussion at the Board/ Management Meeting on the purpose, problems, and issues of client supervision plans.

The meeting concluded with an address by William H. Parsonage, Associate Professor of Administration of Justice and Assistant Dean of the College of Human Development, the Pennsylvania State University. His address entitled "Probation and Parole in a Changing Society — Perspectives for Practice" provided support, insight, and challenge for all persons in attendance.



The closing address at the Board/Management Meeting was given by Pennsylvania State University professor and assistant dean, William H. Parsonage.

The discussions at the meeting provided numerous recommendations for changes to be made in several policies and procedures relating to the supervision of clients. These recommendations were reviewed by the Board in February and assignments were made to staff for implementation of the Board-approved recommendations. As a result of the recommendations, all parole supervision unit supervisors participated in an intensive training program later in the year to clarify issues related to the model program and to implement the recommendations impacting on the supervision of clients.

SHELTON RECEIVES PAROLE AGENT AWARD

Norman M. Shelton, Parole Agent III in the Williamsport District Office, received the 1985 American Legion Parole Agent of the Year Award. She is the first woman to receive this honor in the fifteen years of the award. Participating in the presentation in the Williamsport District Office on July 11, 1986 were Pennsylvania Board Member Raymond P. McGinnis and American Legion State Commander Stanley Reinhard.



Board Member Raymond P. McGinnis, left, watches as Parole Agent Norma M. Shelton, Williamsport, receives the 1985 American Legion Parole Agent of the Year Award plaque from Stanley Reinhard, State Commander.

After a number of years in the nursing profession, Ms. Shelton began a second career in probation and parole work. On December 9, 1968, she became a parole agent in the Board's Williamsport District Office after a short stint as a probation officer with the Tioga County Probation Department. Her initial assignment with the Board included supervision responsibility for women clients in twenty central Pennsylvania counties from the New York stateline south to Maryland. More than seventeen years later, great distances continue to characterize her caseload of men and women in the sparsely populated counties of Cameron, Clinton, Potter, and Tioga, in addition to Lycoming County. During 1985, she drove her state car 31,157 miles supervising her clients and conducting needed investigations.

Her supervisor, now retired District Office Supervisor Clair Reeder, in nominating Ms. Shelton, characterized her as "extremely sensitive to the needs of the respective communities she services," noting her "holistic approach" in working with clients and her "paramount concern" for the protection of the community. She was also cited for her

loyalty in supporting the Board's policies and philosophy, as well as her willingness to accept "...equal or more than her share of the assigned tasks."

In her work with clients, Agent Shelton has given a great deal of energy and time in securing employment opportunities and client support services needed by clients. This is further demonstrated by some of her off-duty involvement with service-providing organizations such as the Tri-County Drug and Alcohol Unit which provides needed services to some of the Board's clients.

Norman Shelton, a native of Beckley, West Virginia, began her professional career as a registered nurse. After graduating from the Kanawha Valley School of Nursing in Charleston, West Virginia, she became a nursing supervisor in the same hospital and later at the Soldiers and Sailors Memorial Hospital in Wellsboro. She also was an industrial nurse with the E. I. Dupont Company. In addition to her nursing school education, Agent Shelton also attended Mansfield State University.

GOALS ESTABLISH DIRECTION

As part of its planning efforts, the Board establishes agency goals each year. All levels of staff have an opportunity to provide input into the development of the goals through the district planning groups and the Board's Core Planning Group. The goals for 1986-87 adopted by the Board are:

1. Improve the functional expertise of staff in presenting evidence which establishes violations during the hearing process.
2. Explore the development of other alternatives in the sanctioning of established violators.
3. Assess the effectiveness of the Board's client management classification system.
4. Identify more efficient ways of managing information and records.
5. Improve the coordination for all field work activities, including communications, scheduling, and the setting of priorities.
6. Explore technology which enhances effectiveness and safety in arrest and transportation of clients.
7. Explore innovative programming which minimizes the number of absconders.

Using these goals as a reference point, agency managers set objectives for themselves and the staff members they supervise. All of these objectives are integrated into the Commonwealth's

performance evaluation system for managers, supervisors, professional, and technical employees.

CITIZENS ADVISORY COMMITTEE MEMBERS MEET

Representatives from nine of the Board's ten district citizens advisory committees were present at a statewide meeting held in Harrisburg on October 7. Chairman Jacobs and Board Members McGinnis, Scheipe, and Stewart participated in the meeting along with numerous Central Office staff. John J. Burke, Director of the Bureau of Supervision, coordinated the meeting. A few days prior to the meeting, the legislature passed House Bill 447 which made numerous amendments and changes to Board operations. Chairman Jacobs explained these changes and their impact on Board operations. The legislation directed the Board to develop criteria for the composition, function, and responsibilities of the citizens advisory committees. In 1985 at a similar statewide meeting, some preliminary discussions were held on this subject and some proposed criteria were drafted. The group reviewed the criteria and proposed some modifications believed to be beneficial to the effective working of the committees.

The members also reviewed and discussed the Board's goals for 1986-87, and shared some of the committee activities and items discussed by the individual district committees. The citizens advisory committee members attending the meeting included: Robert J. Rippon, Allentown; Kathie S. Phelps, Altoona; William Laughner and Shelia Rosenberger (guest), Butler; Barbara Vanlenten, Chester; Martin Devers and Benjamin Scheiderman, Harrisburg; Debora Y. Green and Diane Wiley, Philadelphia; Marion Damick, Pittsburgh; Ned Delaney, Scranton; and Craig Snyder and Roger Tobin, Williamsport.

D.C. PAROLE OFFICIALS VISIT PENNSYLVANIA

Three officials from the District of Columbia Parole Board came to Pennsylvania in May to examine Board operations. The group met with Board Secretary Hermann Tartler in the Central Office for a general briefing on the work of the Board. Following the briefing, District of Columbia Parole Board Chairperson Gladys Mack went to our parole office at the State Correctional Institution at Camp Hill to

observe the Board's due process hearings. D.C. Hearing Examiner Priscilla Miller traveled to Lancaster to observe Hearing Examiner James Riggs conduct several due process hearings. Frank Pezzella, who has responsibilities for research and public relations with the D.C. Parole Board, spent his day with Director of Management Information James Alibrio, and Executive Assistant Joseph Long. This exchange not only provided insight for the D.C. officials, but also enabled the involved Board staff to reassess the effectiveness of their work.

PERKIS TRIBUTE AND AWARDS PRESENTED



Mrs. Hedy Perkis was presented with a tribute in recognition of the employe award established by the Board in memory of her late husband, John W. Perkis. The award was established to "...recognize Board employes whose performance demonstrates courage and significant service to the agency and/or the community." Board Member Mary Ann Stewart presented the framed tribute to Mrs. Perkis in the Philadelphia District Office. The tribute reads:

Board Member Mary Ann Stewart, right, presents the framed John W. Perkis Award tribute to Mrs. Hedy Perkis as her son John Perkis, Jr., and her mother Hedy Burstard look on.

The Pennsylvania Board of Probation and Parole

JOHN W. PERKIS AWARD

This award has been established in the memory of John W. Perkis, Parole Agent, who demonstrated courageous and significant service to the agency despite extraordinary odds. Mr. Perkis' courageous battle was lost to cancer on December 4, 1975, approximately one year after he began employment with the Board. His service with the agency was short-lived, but his remarkable endurance shall be remembered.

Parole Agents Receive First Award

Parole Agents James L. Kalp, Scranton; Orlando S. Zaccagni, Altoona; and the late Michael M. Haduck, Scranton, were the first recipients of the John W. Perks Award. The award to James L. Kalp was in recognition of the aid given to the mother of a Board client during a "routine" pre-parole investigation. While interviewing the mother, she experienced a seizure and became unconscious. Kalp immediately gave her appropriate first aid and then summoned emergency personnel. He also contacted family members to inform them of the incident and to secure medical information about the mother. After her recovery, she wrote a letter expressing her appreciation for the "considerate and concerned" efforts of Mr. Kalp. She stated, "He saved my life,..." and then "...took care of everything."

Chairman Fred W. Jacobs presents John W. Perks Awards to Parole Agents James L. Kalp, Scranton (top photo), and Orlando S. Zaccagni, Altoona (bottom photo) as Mary Ann Stewart, Board Member, and Altoona District Director Daniel S. Robert, observe the presentations.



During another "routine" visit, Parole Agent Orlando S. Zaccagni came to the aid of the client's young niece whose hair was accidentally set on fire by a candle. Only an invalid grandmother, the young girl, and Mr. Zaccagni were in the home when the accident occurred. Agent Zaccagni placed his coat over the girl's head to extinguish the flames,

calmed her, and then summoned an ambulance. Although the young girl was hospitalized with burns, Agent Zaccagni's efforts prevented much more severe consequences to the victim.

The award to Michael Haduck was given posthumously to his widow, Donna in recognition of Agent Haduck's life-giving effort in the pursuit of a parolee in 1983.

ADVISORY COMMITTEE REVIEWS PROBATION MATTERS

In 1986, the Advisory Committee on Probation was chaired by Daniel B. Michie, Jr., Esquire of Philadelphia. Other members of the Committee included the following: Jay R. Bair, Commissioner, York County; Terry L. Davis, Chief Adult Probation Officer, Dauphin County; John F. Dougherty, District Justice, Berks County; Honorable Roy A. Gardner, President Judge, 44th Judicial District, Wyoming County; Honorable Levan Gordon, Judge, 1st Judicial District, Philadelphia County; William H. Parsonage, Assistant Dean, College of Human Development, Pennsylvania State University; Honorable Jeffrey E. Piccola, Member, House of Representatives, 104th District, Dauphin County; and the Honorable Hardy Williams, Member, Senate of Pennsylvania, 8th District, Philadelphia County.

During the year, the Committee:

- reviewed the legislation emerging from the Sunset Review of the Board;
- reviewed the 1985-86 and 1986-87 grant-in-aid appropriations for the improvement of county probation services, including the allocation formulas;
- discussed application and disbursement process changes for the Grant-in-Aid Program;
- raised concerns about the importance of increasing minimum entrance salary standards for county probation officers; and
- heard about the Board's contract compliance procedures for all county grant-in-aid contract recipients to assure adherence to Equal Employment Opportunity Guidelines.

Act 1986-134, enacted in October, brought about minor changes in the appointment of the members to serve on the Advisory Committee on Probation. At year's end, Governor Thornburgh had already named five of the seven members to be named to the Committee by the Governor:

- Jay R. Bair, Commissioner, York County;
- Honorable Vincent A. Cirillo, President Judge, Superior Court of Pennsylvania;
- Honorable John C. Dowling, Judge, 12th Judicial District, Dauphin County;
- Barbara Hafer, Commissioner, Allegheny County; and
- William H. Parsonage, Assistant Dean, College of Human Development, Pennsylvania State University.

In addition, President Pro Tempore of the Senate Robert C. Jubelirer, named the Honorable John J. Shumaker, Member, Senate of Pennsylvania, 15th District, Dauphin and Northumberland (part) Counties, to the Committee.



BOARD EMPLOYEES SERVE LONG TERM

Employees' longevity of service to an agency is usually a sign of the health of the organization. Board employees with more than ten years of service with the agency total 337, or approximately 67% of the Board's employees. Those with more than fifteen years of service comprised 31% of the agency workforce. There are currently four employees with more than thirty years of service, the longest period of service being 39 years. Seventy-two (72) current employees began their employment with the Board in 1972. Longevity of service is also reflected in the Board being ranked sixth among all Commonwealth agencies in the number of employees at their maximum pay step.

OFFICES RELOCATED

In an effort to be more efficient, a number of changes have been made in the Board's Central Office and field offices. During the summer months, a number of offices were relocated in Central Office initiated primarily by the need for enlarged and more specifically designed space for the Board's computer/data processing operations. This relocation caused the moving of the Board's central supply room on the second floor to newly constructed space on the ground level. This not only provided needed space for the computer operations, but also provided a more efficient operation for the receiving and dispatching of the many supplies used by the agency. In the process of relocating offices, the Division of Staff Development was relocated into more adequate space vacated by the computer operations.

In late 1985, the Chester District Office was relocated to improved space for the staff of twenty-three. An open house was held early in the year to acquaint members of the community with the importance and significance of the Board's work. Near the end of the year, the Aliquippa Sub-Office of the Butler District was relocated to Rochester. The new office is more centrally located for servicing the counties of Beaver and Lawrence.

Chester Mayor Willie Mae Leake receives a floral bouquet from Chairman Jacobs at the Chester District Office open house. Looking on are, left to right, Paul J. Descano, Chester District Director; Board Member Walter G. Scheipe; and the Honorable Robert C. Wright, State Representative from the 159th District, Delaware County.

Hermann Tartler
Board Secretary and
Director

John J. Rice
Director of Institutional Parole
Services

John P. Skowronski
Director of Hearing Review

William H. Traister
Director of Case and Records
Management

Case Law, Court Decisions, and Amendments Impact on Workload

From 1981 to 1985, there was over a 40% increase in the number of various parole/revocation actions taken by the Board which now total approximately 17,000 each year. Due to changes in case law, these actions are including more specific information, thereby increasing their length. Previously, each of the actions was recorded manually by a technician and then entered into the computer for the automated preparation of the Board action for the inmate. In order to keep pace with the increasing workload, computer workstations were placed in technicians' offices so they may enter the actions directly into the computer. This change has reduced the time required for the preparation of Board actions and has increased their accuracy since proofreading is accomplished at the time of input, thus eliminating the review of the printed copy.

In December of 1985, the Pennsylvania Supreme Court handed down a ruling known as the "Rivenbark Decision" which prevents the Board from recommitting a parolee as a technical parole violator and a convicted parole violator for the same act. Since this was a change in the interpretation of the law, it was retroactive and created a deluge of requests from inmates for administrative relief and a change in the Board's earlier decision. During the year, more than 1,000 such requests were received and administrative decisions were rendered on them.

Due to expanded interpretations of the "Rivenbark Decision", most notably the "Johnson Decision", additional cases are being reviewed for the granting of administrative relief. In addition, other rulings have mandated various changes in the violation process. All of these decisions have increased the workload required to process cases for various forms of administrative relief.

Amendments to the Probation and Parole Act have also impacted on the Bureau's workload. Most notable has been the new appeal process for Board decisions which may be initiated by clients. Over 80% of those clients recommitted by the Board seek some form of relief from that decision. Now, due to the requirement that three Board Members must review appeals as a result of Act 1986-134, the staff is required to summarize many of these cases for the Board in preparation for their decision making.

The Board's Victim Input Program, created as a result of Act 1986-134, has been assigned to the bureau and will add a significant new workload. It is expected that the Central Office

staff will need to process approximately 1,000 new victim requests each year. The workload of hearing examiners will also increase as they will be required to conduct the oral testimony proceedings when requested by victims.

Specialized Training Continues

Specific training for bureau staff was continued during the year, particularly in the areas of the utilization of the computer; recomputation of backtime; understanding recent court decisions impacting on Board policies and procedures; and making proper presentations at the Board's due process hearings. The latter training utilized a videotape provided by the Philadelphia District Attorney's Office. The Division of Management Information provided technical assistance for the computer training. Through these training efforts, bureau staff received approximately 25% of their required minimum training.

An assessment instrument of 50 questions was developed to evaluate how well administrative due process hearings are conducted by Board staff. This instrument is to be administered to all appropriate agency staff to determine the strengths and weaknesses in the hearing process. A new training course on due process hearings is also being developed in cooperation with the Division of Staff Development.

As a result of amendments to the Probation and Parole Act, special training sessions were conducted for the hearing examiners with Board Members participating in the training event. The focus was two-fold: 1) the expanded responsibility of the hearing examiner in making parole decisions as a member of a panel with a Board Member; and 2) the conducting of proceedings to receive the oral testimony of victims in the parole release decision-making process.

Institutional Parole Services Expanded

Due to the Department of Corrections' new and enlarged state correctional institutions, the Board has had to expand its institutional parole services. A full-time institutional parole office was established at the State Correctional Institution at Greensburg due to the doubling of the inmate population there. In addition, plans have been developed to provide institutional parole services at the new state correctional institutions at Frankville, Cresson, and Retreat, all scheduled to become operational early in 1987.

Ongoing Responsibilities

The Office of the Board Secretary and the Bureau of Pre-Parole Services have responsibilities which relate primarily to the Board's paroling authority function. These responsibilities include the scheduling and preparation of material for over 10,000 interviews and hearings annually; responding to most inquiries relative to decisions and policies of the Board; reviewing sentence structures for accuracy in compliance with current laws; reviewing due process hearings material to ensure compliance with Board policies; providing technical assistance in finalizing Board decisions; and recording of over 17,000 official case decisions of the Board.

An institutional parole staff is maintained in state correctional institutions and some other locations to provide information to the Board for use in making parole decisions, and to aid the offender in developing a parole plan

consisting of a home and employment. Institutional parole staff also provide a parole education program for offenders prior to parole consideration by the Board.

The Board Secretary is the Board's liaison with the Department of Corrections and the Board of Pardons. He is also responsible for the administration of the Board's informant policy requiring the processing of requests from law enforcement agencies to use clients as informers. Another area of responsibility is the administrative responsibility for providing services and parole interviews for several hundred inmates under the Interstate Compact for Corrections. This entails making arrangements for parole interviews for Board clients incarcerated in other states, and for other states' clients incarcerated in Pennsylvania. The Board Secretary also handles any Board cases assigned to the Federal Witness Protection Program.

OFFICE OF CHIEF COUNSEL

The Office of Chief Counsel defends state and federal court challenges to Board determinations and represents the Board before the Civil Service Commission, the Human Relations Commission, the Unemployment Compensation Board of Review, and the Board of Claims. The Office of Chief Counsel also advises the Board in matters of policy and procedure.

During 1986, the Board experienced more than a 60% increase of cases in litigation over the previous year. Frequent challenges were to the sufficiency of evidence to support revocation of parole, reliability of documents, duration of client confinement and duplication of recommitment when new convictions have occurred.

Appeals from Board orders revoking paroles must, in most cases, be reviewed upon the record made before the Board. When the Commonwealth Court has determined that it must review a transcript of a parole revocation hearing to resolve the questions raised by an appeal, the Board now

provides the Court with a transcript made from voice recordings of the hearing.

In order to comply with several Commonwealth Court decisions, the Board continues to subpoena persons who can provide information supporting the Board's revocation of a client's parole so these witnesses may be confronted and cross-examined by the parolee or counsel. This office oversees the enforcement of the subpoenas by the Office of the Attorney General.

Other activities included assisting the staff of the General Assembly in drafting parole reform legislation, drafting proposed regulations consistent with the recently enacted amendments to the Probation and Parole Act, reviewing numerous contracts, training of the Board's hearing examiners on rules of evidence and legal updates, conducting the course, "Probation and Parole Law" for state/county probation and parole staff, and rendering opinions to the Board on various legal issues.

Robert A. Greevy
Chief Counsel

Arthur R. Thomas
Assistant Chief Counsel

John J. Burke
Director

Linwood Fielder
Probation and Parole Staff
Specialist

Marlin L. Foulds
Probation and Parole Staff
Specialist

Robert A. Largent
Director of Interstate Services

Robert W. Reiber
Probation and Parole Staff
Specialist

Felony/Misdemeanor Arrests Decrease

Board clients arrested statewide by law enforcement officials and charged with felonies or misdemeanors, decreased by 6.1% for 1985-86 as a result of a concerted effort by the Board's supervision staff. The reduction exceeded a bureau goal for the year to reduce these arrests by 3% as compared to the Board's 1984-85 statistics. Conversely, Board arrests of clients for technical parole violations increased nearly 4% during the same period. These arrests were made as a result of close supervision and follow-up on clients who appeared to be reverting to criminal behavior. The clients were arrested for failure to adhere to the Conditions Governing Parole/Reparole which are imposed on all clients under supervision. By removing these clients from the community at an early stage, more serious felony/misdemeanor arrests were averted, thereby protecting the community more adequately.

Quality Control of Field Operations Upgraded

The bureau upgraded the administrative overview and quality control of its 22 field offices encompassing 38 supervision units throughout the state. Previously, each district office and sub-office was visited by the Board's probation and parole staff specialists at least once a year. During 1986, these mandatory visits were increased to twice annually and the scope of the review was broadened. The monitoring visits now include a more thorough examination of operational needs and controls; compliance with accreditation standards; the proper use of client classifications and risk/needs assessments; staff productivity; and staff training needs. The monitoring visits were also directed toward the security of the field offices to ensure the safety of staff and to protect confidential client case materials and equipment. The reports resulting from the visits include recommendations for the improvement and expansion of the field operations. The recommendations, which are reviewed by the Board Chairman and the bureau director, become the basis for making needed changes in the district and sub-offices.

Reports and Forms Redesigned

Through the cooperative efforts of the bureau staff in Central Office, field offices, and

the Board's Core Planning Group, several report forms were redesigned during the year. The form to report the supervision progress and conduct of clients has been redesigned with the intent of reducing the time required to provide the necessary information about client activity. The new format, comparable with the Initial Supervision Report, provides a checklist to note the completion of parole responsibilities and to record various agent activities and recommendations. This checklist aids in reducing redundancy of information which is provided in other agency reports and provides a clear picture of any area(s) of client adjustment needing a concentration of the parole agent's supervision efforts. The Progress and Conduct Report will continue to provide all essential and pertinent information regarding the client's adjustment while under supervision and needed recommendations for management.

It is projected that in the near future the client identifying information on the reports will be automated by the use of the Board's computer. The time required for the preparation and typing of the report will be further reduced when the listing of client and collateral contacts will be recorded through automation. For this to be accomplished, however, it will be necessary to convert the current agent daily activity report to a computer optically-read form. With the aid of the Division of Management Information staff, such a form is in the development stage with input from the Board's field staff. When completed, the report will directly provide the agent's reported activities into the computer and, in turn, information on the daily client-based contacts will be automatically reported on the client's Progress and Conduct Report when it is prepared every six months. The only agent requirement then will be to complete the checklist and insert the other essential information and recommendations as needed.

Board of Pardons Procedures Revised

During 1986, new procedures were adopted by the Board of Pardons allowing its members to review cases prior to conducting an open hearing. Only those cases meeting the "merit criteria" established by the Board of Pardons are scheduled for a formal hearing. These new procedures impact on Board operations since our field staff are responsible to conduct all investigations for the Board of Pardons.

Prior to the change in these procedures, investigations on all cases required contacts with judges, district attorneys, and victims or next of kin. Now only the facts of crime and

other pertinent information are required on the investigative report prior to the Board of Pardons initial review of the case. If the Board of Pardons decides to hear the case, additional information on the victim or next of kin must then be secured.

Interstate Services Remain Constant

Parolees and probationers wishing to fulfill their sentences in a state other than the sentencing state may be supervised through the Interstate Compact. The compact, agreed to by all fifty (50) states, the District of Columbia, Puerto Rico, and the Virgin Islands, provides a single, legal and constitutional method of granting clients the privilege of moving outside the state in which they were sentenced into other jurisdictions where they may have homes, families, or better opportunities for adjustment under supervision. The Director of Interstate Services, as the Board Chairman's delegate, has the primary responsibility for the administration of the compact for adult offenders in Pennsylvania. At the conclusion of 1986, 1,583 of the Board's clients were being supervised in other states, and 2,607 clients from other states were supervised by the Board. In addition, the Board's staff handled the arrangements for 1,685 Pennsylvania county probation clients to be supervised by other states through the Interstate Compact.

Because of the Board's involvement in the compact, Board clients who violate their parole in jurisdictions outside the Commonwealth, may be returned to Pennsylvania for violation hearings and recommitment to prison when warranted. In order to reduce the use of parole agents' time for returning clients to Pennsylvania, the Board contracts for these services to be provided by a private vendor. By using this private security transportation service for the return of thirty-nine (39) clients during 1985-86, the Board realized a savings of more than \$70,000 which would have been required to pay for parole agent time and commercial transportation costs.

Other Activities

The Board staff was involved in a number of other initiatives during the year to improve services. In order to provide more safety for Board field staff and security of clients, screens separating the front and back seats have been installed in one vehicle in each of the Board's ten districts. These vehicles are used for transporting parole violators to state correctional institutions and county prisons.

Workload management has become a reality during the year with all aspects of the concept in place. Unit supervisors are now using monthly computer printouts of agent workloads to manage their entire unit workload assignment. The printouts, based on the client's grade of supervision, or violator status and the number of different types of investigations, allow the supervisor/manager to assign work to agents in a more equitable manner. Training was provided for the supervisors on the use of these new tools for effective management of their workload.

As part of the agency's overall revision of its Manual of Operations and Procedures, the bureau's parole staff specialists completed the first draft of the chapter on supervision. The revision of the material in a new format is intended make it possible to locate a specific policy and procedure more quickly, and to more clearly understand the material as it relates to field staff.

Ongoing Responsibilities

The Bureau of Supervision has responsibility for the protection of the community and reintegration of the offender through the supervision of over 16,000 probationers and parolees. This is accomplished through field staff located in ten district offices and twelve sub-offices throughout the state. Approximately 222 parole agents are key staff members in directly supervising the offender in the communities throughout the Commonwealth.

Support, technical assistance, and monitoring services are provided by Central Office staff. The field staff also conduct investigations for the Board of Pardons; presentence investigations when requested to do so by the courts; pre-parole investigations; and they prepare classification summaries and reports for other states. As peace officers, agents are required to make arrests of those clients who violate the conditions of their probation or parole. At the Board's due process hearings, agents are required to testify and present evidence to substantiate the charges brought against clients of the Board. The agents are responsible for returning violators, including some from other states, to various correctional institutions when the Board orders recommitment.

Gene E. Kramer
Director

W. Conway Bushey
Director of Grants-in-Aid and Standards

Ronald E. Copenhaver
Director of Court Services

In 1986, the Bureau of Probation Services saw two major developments impacting on its operations. First, the amount of grant-in-aid to counties is now determined by law; and second, the Board is authorized to regulate the number of county probation, parole, and pre-sentence investigations which may be referred to the Board by county courts by the establishment of specific criteria.

Salary Grants to Increase to 65%

Prior to 1986, appropriations for the Board's Grant-in-Aid Program increased slowly and were not based on any mandated funding percentage of the total amount of eligible county adult probation staff salaries. This changed when the General Assembly appropriated \$10,059,000 for the 1986-87 Grant-in-Aid Program consistent with the 65% funding level specified in Act 1986-134. This appropriation represents the second largest dollar increase since the beginning of the program. The stated intent of the General Assembly, in adopting the 1986-87 budget, was that "...participating counties be reimbursed a minimum of 65% of eligible salaries". Some grant-in-aid funds are designated for the Board to provide training for county adult probation staff as required by the Probation and Parole Act and for specialized programs.

In 1986 grants were awarded to 62 counties, providing partial salary reimbursement for 732 eligible staff. The following table shows the trend in grant-in-aid appropriations and funding percentages of eligible staff salaries:

Year	Appropriation	Funding Percentage
1982-83	\$ 2,968,000	28.0%
1983-84	\$ 3,088,000	26.9%
1984-85	\$ 3,240,000	26.1%
1985-86	\$ 7,000,000	50.2%
1986-87	\$10,059,000	65% (est.)*

* Mandated by Act 1986-134 as the funding percentage for this appropriation.

The 1986 Grant-in-Aid Program implemented two new funding concepts. First, when counties request new program grants, they are required to justify the need and demonstrate how additional staff would improve probation services. Seventeen (17) counties were awarded \$199,463 to add 33 new positions for the purposes of reducing workloads, conducting pre-sentence investigations, supervising special caseloads such as sex offenders, mental health clients, high risk offenders, drug/alcohol clients and developing community service programs.

Secondly, the Board also provides special program grants to cover personnel and operational costs in developing and implementing specialized programs. During the year, three mentally retarded offender programs were funded in Dauphin, Erie, and Lehigh Counties, modeled after the nationally acclaimed Lancaster County Adult Probation Department project. The programs, jointly funded by the Office of Mental Retardation, Department of Public Welfare, are designed to provide specialized and individualized services to mentally retarded adult offenders. Each program is staffed by a specially trained probation officer, a mental retardation case manager, and clerical staff.

Due to the successful implementation of these three projects, the Pennsylvania Commission on Crime and Delinquency awarded \$37,500 to the Board for the development of a mentally retarded offender program by the Philadelphia County Adult Probation Department. The Board subgranted these funds to Philadelphia County in October, 1986 for a twelve-month project.

Court Services Provided for Counties

From 1966 through 1985, the number of county special probation and parole cases referred by the county courts to the Board for supervision increased at a steady rate in relationship to the Board's total caseload. In 1986, the monthly number of case referrals averaged 251, totaling 3,020 for the year,

Discussing the Lehigh County Mentally Retarded Offender Program are, left to right, (seated) Phyllis Welborn, Office of Mental Retardation, DPW; Mary Breidinger, probation officer; Jeffrey Hunsicker, case manager; (standing) W. Conway Bushey, Director of Grant-in-Aid and Standards; and Patricia Casey, Office of Planning and Evaluation, DPW.



which was a 4.8% increase over 1985. Simultaneously, the counties' total active caseload increased by 25.8% to 101,213 cases in 1986. The number of pre-sentence investigations conducted by the Board in 1986 at the request of the courts decreased slightly to 887.

Although the number of special probation and parole cases has increased during the past five years, the percentage of these cases of the Board's total caseload has stabilized at 22-23% as seen in the following table:

Calendar Year	Total Board Caseload	Spec. Prob./ Parole Cases	% of Total Caseload
1981	13,868	3,313	23.9
1982	14,332	3,283	22.9
1983	14,958	3,468	23.2
1984	15,478	3,681	23.8
1985	16,558	3,732	22.5
1986	16,505	3,814	23.1

In 1986, Allegheny County took a "budget balancing" action to virtually abolish its probation services and refer nearly 13,000 cases to the Board. Fortunately, the county commissioners, the court, and the Board were able to resolve the county's problem satisfactorily. The passage of Act 1986-134 this year provides the means to limit the number of county court referrals to the Board for supervision of clients under the court's jurisdiction and for the conducting of presentence investigations. Through the establishment of criteria for the acceptance of these referrals, the Board will be able to avoid the possibility of having an unmanageable workload by the referrals from the courts exceeding Board resources.

National Standards Compliance Nears Completion

The Board's involvement in the national accreditation program through the Commission on Accreditation for Corrections led to the adoption of the accreditation standards established by the American Correctional Association to replace the Board's "county adult probation standards" established in 1967. Since 1982 counties receiving grant-in-aid funds are required to comply with these standards. Both the Advisory Committee on Probation and the County Chief Adult Probation and Parole Officers Association of Pennsylvania had input in selecting the specific standards to be added each year as shown in the following schedule:

Calendar Year	Number of Standards	Percentage Compliance Required	Number of Required Standards
1982	47	80	38
1983	75	82	62
1984	103	84	87
1985	131	86	113
1986	157	88	138
1987	184	90	166

On-site evaluations of participating counties conducted in 1986 showed a standards compliance level of 90% or higher, well above the required compliance level of 88%. As indicated, only one year remains for the counties to reach and then maintain the 90% compliance level of the 184 standards.

Staff Meets with County Chiefs

The Bureau's staff meets quarterly with the County Chief Adult Probation and Parole Officers Association of Pennsylvania and their sub-committees as needed. The Board's concerns related to the Grant-in-Aid and Standards Program were the predominant agenda items provided by the Bureau staff for the Association's meetings. During the year, the Association provided valuable input on the policies, procedures, and the level of funding for the Grant-in-Aid Program; salaries of county probation personnel; adult probation standards; the implementation of the NIC Model Probation and Parole Management Program; and the Joint State/County Training Program. The current president of the Association is Arthur C. Amann, Chief Adult Probation/Parole Officer of Erie County.

Increased Monitoring of Grant Usage Required

The increased grant-in-aid appropriation for 1986-87 and the future increased projected level of funding at 80% of eligible staff salaries results in the need for increased monitoring and control activities by the Board to ensure that the grant funds are used to improve adult probation supervision and program services. In the future, court services provided by the Board to augment county services will be primarily for felony offenders. Grant-in-Aid and Standards Program planning and actions to further expand and improve statewide probation and parole services are now possible due to the positive program developments brought about by the passage of Act 1986-134.

John R. McCool
Director

James J. Allbrio
Director of Management
Information

David V. Ogurkis
Director of Fiscal Management

David C. Payton
Director of Office Services

Robert E. Yerger
Director of Personnel

Personnel System Automated

In conjunction with the Office of Administration's establishment of a statewide Integrated Central System (ICS), the Division of Personnel began implementation of a three-step automation of the agency's personnel system as a cost effectiveness measure. This three-step process initially dealt with restructuring the manner by which personnel transactions are entered into the Commonwealth personnel management system and added some activities previously accomplished by the Comptroller's Office. The second step involved the direct input of overtime, wage, and short-term leave without pay information into the system by the division. The third step to be completed in 1987, will input bi-weekly leave accounting data into the system, so that accurate up-to-date accounting of leave costs and patterns may be readily discerned. One of the common objectives to all three steps is to provide the capability of properly compensating all employees by the pay delivery date, two weeks immediately after earning compensation and/or requesting benefit changes, and to ensure proper reflection of all employee benefits. The training of managers and leave clerks/timekeepers was also begun to provide immediate acquisition of field data for input purposes to the Central Management Information Center computer of the Office of Administration.

Training of newly appointed supervisors in the performance appraisal system was continued, and processes were developed for the division to monitor the consistency of evaluation and the setting of standards and objectives. This new system and monitoring will ensure that superior performance is properly identified to be considered later in career development and promotion.

These initiatives demonstrate this agency's concern for developing its staff in a consistent manner so that achievers may be eventually rewarded and fair compensation may be delivered as expeditiously as possible.

Workload Data Used in Budgeting

The introduction of a workload management system was initiated as it relates to the Board's parole supervision field staff with the preparation of the agency's 1987-88 annual budget request. This workload management system allocates both fiscal and personnel resources based on the time requirements for differing levels of supervision, court proceedings, and investigation case work. The system computes the total minimum agent work hours required to meet the

agency's standards of supervision and provides a consistent means to determine necessary funding and staffing levels within the agency.

Offices and Equipment Upgraded

As part of the agency's space management program, the Aliquippa Sub-Office was relocated to Rochester which is a more centralized work location, usable work space was increased, and an upgraded telephone system was installed. Additional work space was also obtained for the York Sub-Office providing more adequate and useful space for Board operations in that community. A small addition was added to the Central Office in Harrisburg for the relocation of the stockroom to allow for the necessary expansion of the Board's data processing operations. These changes also allowed the Division of Staff Development to be relocated to larger quarters.

The Division of Office Services was successful in obtaining an increase of six vehicles to the agency's Motor Vehicle Allowance Level, or a total of 167 vehicles. In addition, a major vehicle replacement program resulted in the replacement of 70 of the Board's vehicles. All but two of these vehicles were distributed to designated field offices, with the others replacing vehicles of Board Members.

Management Information System: Growth and Development

The Division of Management Information accomplished several major objectives in computer systems development during the year. The Board's computer capacity was expanded by the addition of a second central mainframe minicomputer in February. In addition, computer workstations and other peripheral equipment were secured, expanding the Board's computer resources two-fold. The agency currently has 58 on-line computer workstations, of which 55% are in a remote telecommunications network. In August of 1986, the Central Office stockroom was renovated into a modern computer room facility. The expansion of computer equipment resources and the development of an adequate physical environment underscores the ever increasing call for, and dependence upon, computer technology for record-keeping, management information, and clerical support services.

The Board's workload information system matured in 1986 into a decision support system for workload management, as well as its use for budget preparations. This included

the refinement of monthly workload reports based upon client classification by supervision grade or violation status. The workload reports provide each agent with a projection of total monthly time requirements to meet minimum supervision standards for clients. Those quantitative work requirements were derived from time studies of work activity allowing for the measurement of agent actual workloads rather than agent caseloads. An important addition to this system was the inclusion of pre-parole, pre-sentence, and other investigations which are work requirements beyond normal client supervision responsibilities.

A result of the agency's workload management system is an annual workload budget which compares annual work requirements with annual available manhours to derive manpower needs. This new approach was introduced this year in the agency's budget preparation. It will be the basis of both assessing manpower needs and allocating manpower resources in future years. Workload budgeting information has been introduced into the agency's statistical reports in order to provide ongoing management information for both planners and practitioners.

This year also saw the implementation of an optical mark reader to collect from the field supervision staff raw data from a structured client interview scoresheet. This approach to computer data entry not only saves keyed data entry time but also eliminates the need for parole agents to score the answer sheets to determine client management classifications.

Another area of development pertains to the planned evolution of a management information system. Key to the planning process is a Computer End Users Group which consists of two representatives from each of the Board's district offices. These task group members have become computer literate and play an invaluable role in processing and guiding information system planning and problem solving. It is through this partnership that the agency infuses modern technology in information processing into the parole service delivery system. In addition, the data processing unit staff participated in intensive training sessions on the use of data base management software. With the new software, the Board's data files are being reorganized to eliminate redundancy and improve efficiency.

Two major follow-up studies in the area of parole decision-making research were begun during the year. One report focused on revising the Board's parole prognosis assessment section of the Parole Decision-Making Guidelines instrument. The second



study will compare parole prognosis risk classification with time-setting decisions in order to understand "selective incapacitation" practices in Board decision making. Some of the findings from the studies will be considered for refinement of public policy for parole decision making.

Ongoing Responsibilities

Through the year, the Bureau of Administrative Services maintained a close working relationship with other Commonwealth agencies, including various legislative bodies, to ensure the effective implementation and processing of various program requirements and priorities. In addition, the bureau's staff fulfilled many other responsibilities including:

- managing the budgetary and financial functions;
- administering the personnel and labor relations functions;
- producing statistical information, evaluative research, as well as planning and program development research;
- the designing, implementing, and operating of the Board's computerized management information system;
- providing various required services such as procurement, leasing contractual development, automotive, storeroom and telephone;
- administering the Integrated Central System operations of the Board which include fiscal, personnel and procurement transactions; and,
- legislative liaison activities.

Gil Carron (seated) instructs the Data Processing Unit staff on new data base management software, left to right, Robert G. Neiswender, supervisor; Anne M. Birch, computer programmer; division director, James J. Alibrio; and computer programmers Clinton A. Rymshaw and William H. Gazan.

Joseph M. Long
Executive Assistant

James O. Smith
Director of Staff Development

The year began with the culmination of months of planning for the Board/Management Meeting held in January. The Executive Assistant coordinated the major planning effort and the meeting itself. The meeting brought together the Board Members, top management staff, and representative of line field supervision staff from each district to discuss issues of special concern. Following the meeting, the Executive Assistant was responsible for coordinating and monitoring the implementation of some eighteen recommendations which grew out of the meeting and were adopted by the Board. By year's end, all of the recommendations had been implemented.

With the signing of Act 1986-134, amending the Probation and Parole Act, many facets of Board operations have had to be modified and some new programs developed. The Executive Assistant has monitored these efforts by numerous staff members in the implementation of the Act to ensure that everything required by the Act is incorporated into Board operations.

In consultation with the Board Chairman and the Board Secretary, the Executive Assistant took lead responsibility in developing the Board's Victim Input Program. This entailed the preparation of detailed program procedures, form letters, an informational brochure, and other materials needed for the implementation of the program. In addition, he has given assistance to some county victim coordinators on the implementation of victim input required by the Act relating to persons under the paroling jurisdiction of the county courts.

During the year several other special projects were undertaken by the Executive Assistant. In preparation for a new administration taking office in 1987, an agency transition document was prepared. Working closely with the Chairman, the bureau directors, and other staff, the Executive Assistant took lead responsibility in the preparation of the document. In an effort to provide clear communication to the staff on policy and procedure actions taken by the Board, the Executive Assistant developed a "directives system" to be used by the Chairman. These directives will be drafted by the appropriate staff member named by the Chairman, reviewed by the Executive Assistant for manual and accreditation implications, and finalized by the Chairman for distribution.

During the year the Executive Assistant continued briefing individual staff members on the drafting of new and updated material for the Board's Manual of Operations. Time was

also given to editing numerous materials, including drafts of Manual material, a booklet providing information for the courts, and another booklet for police in the handling of parolees. As part of the Board's being an accredited adult probation and parole field services agency, the Executive Assistant reviewed updated documentation material provided by other staff to meet accreditation standards. This ongoing updating will also serve to prepare the agency for a monitoring visit in 1987 by representatives of the national accrediting agency, the Commission on Accreditation for Corrections.

Another of the ongoing responsibilities of the Executive Assistant is the Chairman's assignments to him to analyze various program policy and procedure proposals which are submitted to the Chairman for decision making. Studies are also made by the Executive Assistant on a variety of subjects to provide needed information for the Chairman.

The Executive Assistant also serves as the public relations and public information officer for the Board. Inquiries from press, television, and radio reporters, and others for information on Board operations and decisions about clients, increased again this year by 70%, or 288 inquiries. In addition, news releases were prepared, a monthly newsletter for all employees was prepared and distributed, the Annual Report was edited, and numerous materials were distributed to the Governor's Office, the legislature, various governmental agencies, and the general public. This office was also responsible for the coordination of the participation of 36 of the Board's management staff in the Commonwealth Management Training Program. This work entailed the scheduling of the staff for these courses, reviewing managers post-course assignments, and maintaining training records for all participants. Since the inception of the program in 1982, 21 or 58% of the Board's managers have completed the core curriculum for executive, senior, and middle managers. These managers are now eligible to enroll in the additional elective courses available through the program.

The Executive Assistant also gives day-to-day oversight to the Division of Staff Development, particularly with its director. Approvals for all employee in-service and out-service training requests are also processed by the Executive Assistant.

Full Staff Development Complement Achieved

Stability during a period of transition has characterized the Division of Staff

Development this year. Although some staff positions were vacant during part of the year, programming was maintained and a full curriculum of courses was offered. In February, David R. Flick, supervisor of the Pittsburgh East End Sub-Office, with nearly 16 years of Board service, was named staff development specialist based in the Pittsburgh District Office. Prior to his new responsibilities, Mr. Flick sometimes served as a trainer, primarily in the area of arrest tactics and procedures. His new assignments include instructing a new course on laws in Pennsylvania relating to the work of the parole agent, serving as lead staff member in the development of a course on the Board's due process hearings, and revising the "on-the-job" training manual for parole agents.

In June, Harry A. Wigder, parole agent in the Allentown district for 14 years, became the staff development specialist in Harrisburg, filling the position vacated by the division director, James O. Smith. Wigder immediately assumed the responsibility of coordinating the Board's ten-day "Basic Probation and Parole Skills" program required of new state parole agents and county probation officers. Other assignments include being trained as a Client Management Classification system instructor; developing new courses on offender employment, supervision strategies, and counseling clients; updating the division's chapter in the Board's manual; and reorganizing the Board's Central Office library.

Course Offerings are Varied

The Joint State/County Training Program continues to serve as the backbone of the division's in-service curriculum. The program this year provided 74 course offerings comprising 154 days of training. Participant training days included 1,903 by Board staff, 2,240 by county probation staff and 145 by staff from related agencies, for a total of 4,273, an increase of 800 participant training days in 1986. New courses included, "Optimizing Personal Effectiveness," "Vietnam Veterans on Probation and Parole," "Anger, The Misunderstood Emotion," and "Administrative Writing for Secretaries."

In cooperation with the County Adult Chief Probation and Parole Officers Association of Pennsylvania, two courses were provided specifically for county probation chiefs and supervisors at their summer meeting. A private consultant gave a course in managing conflicts in the workplace and the Board's Director of Personnel, Robert E. Yerger, provided an orientation on performance evaluations.

Division Director James O. Smith, assisted the Core Planning Group in planning the January Board/Management Meeting focusing on the Board's implementation of the NIC Model Probation and Parole Management Program. As an outgrowth of the meeting, a training program was designed to upgrade the skill and knowledge of first line supervisors in all facets of the use of the model program components and becoming more effective managers. Instructors for this training program included staff from the supervision, probation services, and executive bureaus.



To subdue concern expressed from staff regarding the supervision of clients who may be carrying the AIDS virus, Chairman Jacobs ordered all agency staff to participate in an AIDS awareness program. With assistance from the Department of Health, seven training sessions were conducted for all Board staff from May through July providing training in this important area for all Board staff. Staff hired since this initial training effort receive similar training via an American Red Cross videotape on the subject.

The need for new parole agents to be certified in the use of the Client Management Classification (CMC) interview continues to be fulfilled through the use of division staff and some skill-bank instructors. Three, five-day CMC trainings were conducted in 1986, and six sessions of a mandatory follow-up course, "Development and Application of Supervision Plans" were held. A new CMC refresher course was introduced in December which is intended to help staff hone their skills in the initial classification of clients, client risk/needs assessments, and the preparation of client supervision plans.

This was the second year of providing graduate courses for state and county probation/parole employees in cooperation with Pennsylvania State University. The program was expanded to two courses this year, "Comparative Criminal Justice Systems" and

Supervisors are pondering the correct answers to a pretest given at the supervisors' training, left to right, (front row) Michael L. Trachtenberg, Brenda D. Nealy; Deputy District Director Allen Castor; and Christopher M. Pandolfo, Philadelphia; (second row) Encil B. Debolt and Fred T. Angelilli, Chester; James R. Heisman and Leon Lawrence, Philadelphia.

"Drugs, Drug Users and the Criminal Justice System." Each course was held three times in different locations throughout the state. Participants are awarded graduate credits by the university upon satisfactory completion of the course.

Finally, formal arrangements were made to provide regular instruction on the Board's role

in probation and parole for Pennsylvania State Police cadets during their academy training program and for the Department of Corrections' basic training program for correctional officers and others. This instruction is being provided by division staff and some other Central Office staff.

AFFIRMATIVE ACTION OFFICE

LeDelle A. Ingram
Affirmative Action Officer

Contract Compliance Receives Major Emphasis

With the introduction of the Commonwealth Contract Compliance Program early in the year, the Affirmative Action Officer provided leadership for the program's implementation. This new program is a uniform effort among all Commonwealth agencies to assure that all contractors/sub-contractors and vendors, who secure contracts of \$5,000 or more for services and/or goods, are equal opportunity employers.

In preparation for the implementation of the program, the Chairman first met with other agency heads in an orientation session provided by the Governor's Office. The Affirmative Action Officer also attended various training events provided by the Bureau of Affirmative Action and attended a national conference on the theme, "Contract Compliance: The Commitment Continues". All agency managers and supervisors who have any responsibility in the contracting process, participated in an orientation session on the program led by the Affirmative Action Officer. An agency contract compliance policy statement was prepared and is provided to vendors with invitations to bid on contracts for services and supplies. These agency contracts total approximately \$300,000 annually.

The latter part of the year was spent developing the process for on site and full document reviews of vendors receiving contracts from the Board. These reviews will be conducted for all contractors with large dollar amount contracts to assure they are complying with the Equal Employment Opportunity Guidelines.

Affirmative Action/Equal Employment Opportunity Goals

During 1985-86, some of the Affirmative Action Plan's numerical hiring goals were not achieved. The most significant barrier to this

effort is the fact that nearly all of the Board's employe positions are governed by Civil Service regulations. The equity values of these regulations sometimes become barriers toward completely reaching parity in the workforce. However, 22% of the employe vacancies were filled with minorities and women, thereby maintaining the minority representation in the Board's workforce. On the whole, the Board does well in its minority employe representation. When compared with other state agencies, the Board ranks third highest in the percentage of minority employes in the total Board work force. According to the *Governor's Annual Work Force Report* (November, 1986), 19.7% of the Board employes were minorities, compared to an average of 12.6% for all state agencies.

The Civil Service examinations for the parole agent and investigator positions were opened in the latter part of the year. Through the work of the Affirmative Action Officer, the Division of Personnel staff, and the Civil Service Commission, extensive recruitment efforts have been made to educational institutions and organizations which have large minority/female representations. The recruitment period has also been extended to provide a larger applicant pool.

The Affirmative Action Officer continued her efforts throughout the year in maintaining the Board's commitment to affirmative action/equal employment opportunity goals as a vital part of all agency operations. With the Director of Personnel, she conducted training for all new supervisors on "Interviewing and Selection Techniques." She also conducted an affirmative action session for new parole agents as part of their basic orientation program. Other activities included regular attendance at meetings of the Board and bureau directors, lead responsibility for the preparation of the 1986-87 Affirmative Action Plan and the monitoring of the plan throughout the year.

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY

The Pennsylvania Board of Probation and Parole hereby states its firm policy to the commitment of equal employment opportunity for all persons without regard to race, color, religious creed, lifestyle, handicap, ancestry, national origin, union membership, age or sex.

The commitment to equal employment opportunity shall prevail in all employment practices including recruiting, interviewing, hiring, promoting and training. All matters affecting pay, benefits, transfers, furloughs, education, tuition assistance and social and recreational programs shall be administered consistent with the strategies, goals and timetables of the Affirmative Action Plan, and with the spirit and intent of state and federal laws governing equal opportunity.

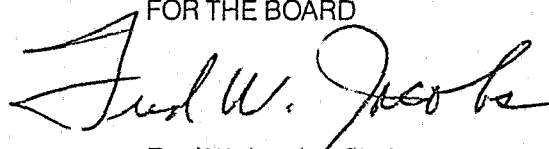
Every Administrator, Manager and Supervisor shall: participate in Affirmative Action implementation, planning and monitoring to assure that successful performance of goals will provide benefits to the agency through greater use and development of previously underutilized human resources; and, insure that every work site of this Board is free of discrimination, sexual harassment, or any harassment of the employees of this agency. Management's performance relating to the success of the Affirmative Action Plan will be evaluated in the same manner as other agency objectives are measured.

The agency shall not discriminate on the basis of handicap (pursuant to Sections 503 and 504 of the Federal Rehabilitation Act of 1973) in the opportunity to participate in, or benefit from, any aid, benefit, or service provided by the agency, nor does it provide services to the handicapped that are not equal to that afforded others, as regards opportunity to obtain the same result, to gain the same benefit, and to gain the same level of achievement. No service provided to the handicapped shall be separate or different from those afforded others, except where such differences are necessary to bring about a benefit for the handicapped participant equal to that of others, in terms of providing reasonable accommodation for the mental and physical limitations of an applicant or employee. All facilities and physical structures of the Board shall be free from physical barriers which cause inaccessibility to, or unusability by, handicapped persons, as defined in section 504, and any subsequent regulations.

LeDelle Ingram, Affirmative Action Officer for the Board is authorized to carry out the responsibilities of the Affirmative Action Office, assisted by the Personnel Division. If any employee has suggestions, problems, complaints, or questions, with regard to equal employment opportunity/affirmative action, please feel free to contact the Affirmative Action Officer, Room 308, Box 1661, Harrisburg, PA 17105-1661.

This is the adopted policy on Equal Employment Opportunity/Affirmative Action/Affirmative Action for the Handicapped, of the Pennsylvania Board of Probation and Parole, and all responsible staff are expected to adhere to these mandates. Programs and non-compliance reports shall be frequently monitored to insure that all persons are adherent to this policy. Non-compliance with this policy shall be directed to Fred W. Jacobs, Chairman, who is responsible for insuring effective and proper implementation of equal employment opportunities within this agency.

FOR THE BOARD



Fred W. Jacobs, Chairman
August 15, 1986

We are pleased to recognize a number of the Board employees who have retired or received service awards during 1986. *The retirement years noted are total years of service with the Commonwealth of Pennsylvania. The service awards are based on years of service with the Board.*

RETIREMENTS

Marion Sprenkle, Clerk Typist 2
Bureau of Supervision, Central Office
January 8: 37 years, 1 month

John M. Lonergan, Parole Agent 2
Philadelphia District Office
January 14: 10 years, 2 months

Stephen Shuber, Parole Agent 3
Butler District Office
January 22: 20 years, 2 months

Jean M. Davis, Clerk Stenographer 2
State Correctional Institution at Camp Hill
February 19: 23 years, 1 month

Wayne P. Wagoner, Parole Agent 2
Pittsburgh District Office
February 26: 10 years

Mary S. Broskoski, Clerical Supervisor 1
Bureau of Pre-Parole Services, Central Office
February 26: 5 years, 11 months

Clair C. Reeder, Parole Supervisor 2
Williamsport District Office
March 19: 25 years, 6 months

Philip S. Bathurst, Probation and Parole Staff
Specialist 1
Bureau of Pre-Parole Services, Central Office
April 30: 22 years, 2 months

Geraldine M. Michlovitz, Clerk Typist 2
Harrisburg District Office
April 30: 17 years, 8 months

Jenny Giovanangelo, Clerk Typist 2
Chester District Office
May 14: 12 years, 4 months

Frank L. Walsh, Parole Supervisor 1
Scranton District Office
May 31: 31 years, 3 months

Robert M. Eminhizer, Institutional Parole
Supervisor
Allentown Institutional Unit
June 25: 30 years, 2 months

Elizabeth A. Salick, Clerk Typist 2
Harrisburg District Office
July 9: 15 years, 4 months

Aaron S. McCollum, Institutional Parole
Representative
State Correctional Institution at Camp Hill
July 9: 25 years, 2 months

Madison P. Mullen, Parole Supervisor 1
Philadelphia District Office
July 14: 27 years, 9 months

Yvonne B. Haskins, Parole Supervisor 3
Philadelphia District Office
July 14: 11 years, 11 months

Seymour H. Rabinowitz, Parole Agent 2
Altoona District Office
August 6: 14 years, 5 months

Alan J. Dale, Parole Agent 2
Reading Sub-Office (Allentown)
August 20: 12 years, 7 months

Sara J. McFadden, Clerk Typist 2
Harrisburg District Office
August 20: 19 years, 3 months

Catherine R. Pasquini, Clerk Stenographer 3
Bureau of Probation Services, Central Office
September 3: 25 years, 3 months

Robert L. Peck, Parole Agent 2
Mercer Sub-Office (Erie)
September 17: 17 years, 4 months

Florence S. Ansel, Clerk Typist 2
Bureau of Supervision, Central Office
September 17: 9 years, 10 months

David Goth, Parole Agent 2
Tioga Sub-Office (Philadelphia)
November 24: 11 years, 4 months

SERVICE AWARDS

30 YEARS

D. Gayle Bartell
Secretarial Supervisor 2
Pittsburgh District Office

25 YEARS

Joy A. Baker
Parole Supervisor 1
Tioga Sub-Office (Philadelphia)

Paul J. Farrell
Probation and Parole Director 1
Scranton District Office

Donald R. Green
Parole Supervisor 1
Greensburg Sub-Office (Pittsburgh)

William H. Traister
Parole Supervision Specialist
Bureau of Pre-Parole Services
Central Office

20 YEARS

Katherine L. Berdux
Clerical Supervisor 2
Allentown District Office

Beverly J. Eisenberger
Clerk Stenographer 2
Bureau of Pre-Parole Services
Central Office

Harold K. Hunter, Jr.
Parole Agent 3
Philadelphia District Office

Bonnie C. Kingsborough
Clerk Typist 2
Bureau of Pre-Parole Services
Central Office

James M. McCoy
Parole Supervisor 1
East End Sub-Office (Pittsburgh)

Earl M. Pinkett
Parole Agent 3
Kensington Sub-Office (Philadelphia)

Jacquelyne D. Poole
Clerk 3
Philadelphia District Office

Robert A. Ricketts
Institutional Parole Supervisor
State Correctional Institution at Rockview

15 YEARS

John F. Anthony
Parole Agent 3
Chester District Office

Joseph W. Bednarczyk
Parole Agent 2
Philadelphia District Office

Ralph S. Bigley
Parole Hearing Officer
Norristown Hearing Examiner's Office

Iris F. Bowers
Clerk Stenographer 3
Chief Counsel's Office
Central Office

Shirley A. Boyer-Comiskey
Administrative Assistant 1
Bureau of Supervision
Central Office

William W. Bradford
Parole Agent 2
East End Sub-Office (Pittsburgh)

William R. Coggin
Parole Agent 2
Pittsburgh District Office

Ronald E. Copenhaver
Director of Court Services
Bureau of Probation Services
Central Office

Joseph E. Davis
Parole Hearing Officer
Philadelphia Hearing Examiner's Office

John G. Engle, Jr.
Parole Hearing Officer
Williamsport Hearing Examiner's Office

Linwood Fielder, Sr.
Probation and Parole Staff Specialist 1
Bureau of Supervision
Central Office

Larry C. Gerthoffer
Parole Agent 3
Greensburg Sub-Office (Pittsburgh)

Norman E. Goetz
Parole Agent 2
Altoona District Office

Stuart A. Greenberg
Parole Agent 2
Philadelphia District Office

Robert A. Greevy
Attorney 3 Supervisory
General Counsel
Central Office

George R. Hamilton
Parole Agent 2
Pittsburgh District Office

James R. Heisman
Parole Supervisor 1
Kensington Sub-Office (Philadelphia)

Fred W. Jacobs
Board Chairman
Central Office

James L. Kalp
Parole Agent 3
Scranton District Office

Harry B. Leech
Parole Agent 2
Pittsburgh District Office

Joseph M. Long
Executive Assistant
Central Office

James W. Matties
Parole Agent 2
Pittsburgh District Office

Alfred C. Pfeiffer
Parole Agent 2
Philadelphia District Office

Sheldon Pitkoff
Human Services Aide 3
Kensington Sub-Office (Philadelphia)

Kathleen K. Roberts
Clerk Stenographer 3
Bureau of Pre-Parole Services
Central Office

James M. Robinson
Parole Supervisor 1
Pittsburgh District Office

Mary W. Sheehan
Clerk Stenographer 3
Bureau of Supervision
Central Office

James O. Smith
Probation and Parole Staff Development Director
Central Office

Mary Ann Stewart
Board Member
Central Office

George A. Sullivan
Statistical Analyst 3
Bureau of Administrative Services
Central Office

Richard J. Tamango
Parole Agent 2
Williamsport District Office

Vicki D. Weisel
Institutional Parole Supervisor
Allentown Institutional Unit

Harry A. Wigder
Probation and Parole Staff Development
Specialist
Central Office

Robert E. Yerger
Personnel Analyst 4
Bureau of Administrative Services
Central Office

Hugh L. Young
Parole Agent 2
Philadelphia District Office

Iris E. Zawilski
Clerk Stenographer 2
Scranton District Office

10 YEARS

George L. Christman
Clerk Typist 3
Allentown District Office

Alan A. Cuda
Parole Agent 2
East End Sub-Office (Pittsburgh)

Stanley Ferrar
Parole Agent 2
Chester District Office

Karen M. Fisher
Clerk Typist 2
East End Sub-Office (Pittsburgh)

Joyce E. Gambrell
Parole Agent 2
Tioga Sub-Office (Philadelphia)

Charles C. Hartman
Clerk Typist 3
Bureau of Administrative Services
Central Office

Lou Ann Hartwiger
Secretarial Supervisor 2
Williamsport District Office

Brenda J. Harvey
Clerk Typist 2
Scranton District Office

Ronald D. Hess
Parole Agent 2
Scranton District Office

Richard D. Levin
Parole Agent 2
Reading Sub-Office (Allentown)

William E. Moore
Parole Agent 2
Allentown District Office

Richard C. Rowe
Parole Agent 2
Mercer Sub-Office (Erie)

Heriberto Sanchez
Parole Agent 2
Kensington Sub-Office (Philadelphia)

David A. Schlemmer
Parole Agent 2
Butler District Office

Marilyn R. Taurig
Personnel Assistant 2
Bureau of Administrative Services
Central Office

Charles W. Whittaker
Parole Agent 2
Cedar Sub-Office (Philadelphia)

Renita Witherspoon-Edwards
Parole Agent 2
East End Sub-Office (Pittsburgh)

EXPENDITURES BY STATE APPROPRIATION
Fiscal Year 1985-1986

GENERAL GOVERNMENT OPERATIONS	
General Appropriation	\$19,475,072
Total Expenditures	\$19,475,072
GENERAL GOVERNMENT EXPENDITURES	
Personnel Expenditures	\$16,844,485
Operational Expenditure	2,478,833
Fixed Asset Expenditures	151,754
Total Expenditures	\$19,475,072
GRANTS AND SUBSIDIES FUNDS ADMINISTERED BY THE BOARD (Improvement of County Adult Probation Services)	
General Appropriation	\$ 6,999,999
Total Expenditures	\$ 6,999,999

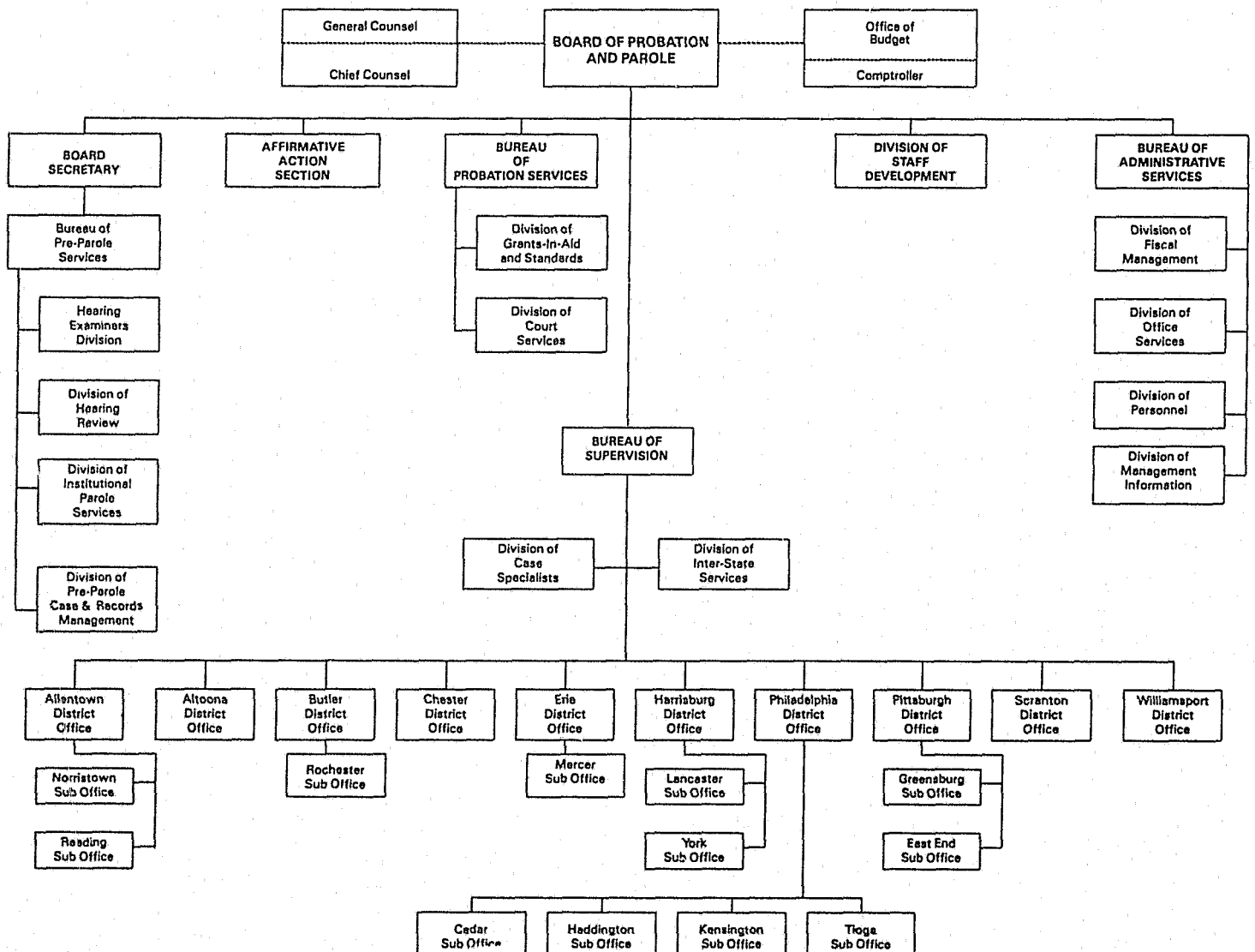
STATE FUNDS

Fiscal Year	General Government	Improvement of County Adult Probation Services	Total
1979-1980	\$14,551,333	\$1,773,000	\$16,324,333
1980-1981	14,982,214	2,000,000	16,982,214
1981-1982	15,971,670	2,770,748	18,742,418
1982-1983	17,434,990	2,968,000	20,402,990
1983-1984	17,586,531	3,084,574	20,671,105
1984-1985	18,631,484	3,235,531	21,867,015
1985-1986	19,475,072	6,999,999	26,475,071

FEDERAL GRANTS AWARDED TO THE BOARD
Fiscal Year 1985-86

Agency	Amount	No.
Justice Assistance Act	\$37,500	1
Totals	\$37,500	1

ORGANIZATIONAL CHART



The statistical tables which follow have been developed to provide comprehensive information on the operations and program performance of the Pennsylvania Board of Probation and Parole. The totals are designed to give a perspective on work outputs, program effectiveness, and trends regarding the technical functions and processes of the Board's services. Contact the Division of Management Information at P.O. Box 1661, Harrisburg, PA 17105-1661, (717)787-5988, for additional information or questions concerning these tables.

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A. PAROLE DECISION MAKING

Board decision making encompasses three general types of decisions: parole decisions, revocation decisions, and supervision decisions. **Table 1** provides a breakdown of Board case decisions in terms of the actions taken, i.e., the type of decision rendered. Total Board actions for Fiscal Year 1985-86 were 14,548. In addition, there were 3,150 special probation/parole cases assigned by the courts and accepted by the Board for supervision. Included in the 3,150 cases were 206 Accelerated Rehabilitation Disposition (ARD) cases and Probation Without Verdict (PWV) cases. These cases are probation options available to the first time offender.

**TABLE 1
CASE DECISIONS BY TYPE OF BOARD ACTIONS**

	1985		1986		FY 1985-86 Total
	Third Quarter	Fourth Quarter	First Quarter	Second Quarter	
Parole Granted	638	763	706	689	2,796
Street	638	763	706	689	2,796
Detainer	76	150	81	76	383
Parole Refused	293	427	462	392	1,574
Continued Cases	89	138	107	144	478
Recommitment:					
TPV & reparole date set (2 decisions)	136	206	172	244	758
Street	136	206	172	244	758
Detainer	2	0	2	0	4
Recommit TPV and review	1	2	2	0	5
CPV reparole date set (2 decisions)	14	32	18	64	128
Street	14	32	18	64	128
Detainer	26	36	46	64	172
CPV & TPV and reparole date set (3 decisions)	30	33	45	57	165
Street	30	33	45	57	165
Detainer	30	30	21	45	126
TPV unexpired term	29	46	34	33	142
CPV unexpired term	11	15	10	23	59
CPV and TPV unexpired term (2 decisions)	32	12	24	34	102
Reaffirm Recombitment:					
Reparole Date set (2 decisions)	80	106	94	132	412
Street	80	106	94	132	412
Detainer	68	52	50	60	230
Unexpired Term	25	41	27	42	135
Recommit when available:					
TPV	53	81	46	82	262
CPV	57	58	46	98	259
CPV & TPV (2 decisions)	46	84	38	98	266
Detained Pending Criminal Charges	380	443	338	350	1,511
Return as a TPV	208	201	109	139	657
Return as a TPV — Pennsylvania Interstate Compact	2	7	2	5	16
Return as a CPV — Pennsylvania Interstate Compact	1	1	2	2	6
Return as a CPV & TPV — Pennsylvania Interstate Compact (2 decisions)	8	8	12	14	42
Declare Delinquent	141	160	146	145	592
Declare Delinquent for Control Purposes	9	11	25	17	62
Continue on Parole	157	145	120	141	563
Case Closed	41	40	41	35	157
Final Discharges	0	0	0	0	0
Recommendations for Special Commutation	8	11	6	5	30
Miscellaneous Cases	465	605	682	704	2,456
TOTAL BOARD ACTIONS	3,156	3,944	3,514	3,934	14,548
Special Probation and Parole Cases	717	785	885	763	3,150
Subset ARD	97	26	2	79	204
Subset PWV	0	0	2	0	2
TOTAL BOARD DECISIONS	3,873	4,729	4,399	4,697	17,698

A definition of each Board action listed in Table 1 is shown below.

Parole Granted refers to those clients who were interviewed by the Board at the expiration of or beyond their minimum sentence and were released to parole supervision or re-entered to serve a detainer sentence.

Parole Refused refers to those clients who were interviewed by the Board at the expiration of or beyond their minimum sentence and were denied release with a date set for a subsequent review.

Continued Cases refers to clients continued because parole plans were incomplete or additional information was necessary before a final decision could be made.

Board Action to Recommit to Prison (TPV) refers to clients who were recommitted to prison for violating the Conditions Governing Parole/Reparole.

Board Action to Recommit to Prison (CPV) refers to clients who were recommitted to prison for committing a new crime while on parole or reparole.

Board Action to Recommit to Prison (CPV and TPV) refers to clients who were recommitted to prison for violating the Conditions Governing Parole/Reparole, and also recommitted to prison for committing a new crime while on parole or reparole.

Reaffirm Recombitment requires previous Board Action(s) be supplemented or finalized by the current Board action.

Recommit when Available refers to clients who receive a recommitment action by the Board, but have charges or sentencing pending, or time is being served for a new sentence first.

Detain Pending Disposition of Criminal Charges refers to clients who were detained in prison awaiting the final disposition of criminal charges.

Return from Parole refers to clients who were in technical or criminal violation status in another state and were ordered returned from parole by Board action.

Declared Delinquent refers to clients whose whereabouts are unknown and warrants were issued for their arrest.

Delinquent for Control Purposes refers to clients who have criminal charges pending and whose maximums are about to expire or have already expired, in order to provide administrative control pending final disposition of charges and further Board action.

Continue on Parole refers to clients continued in parole status after having been arrested for technical or criminal charges.

Case Closed refers to clients for whom the Board took action to close interest where a new arrest or conviction occurs near the clients maximum expiration date, and circumstances do not warrant recommitment; or because of a delinquency status at or beyond the client's maximum expiration date where there is no evidence of criminal activity; or closed for other appropriate reasons.

Final Discharge refers to clients on indeterminate sentences who were granted final discharge by the Board or discharged for other reasons.

Recommendation for Special Commutation refers to clients supervised by the Board and subsequently recommended for commutation of the maximum sentence to the Governor through the Board of Pardons.

Miscellaneous Cases refers to Board actions taken on cases for miscellaneous reasons, such as, "modify Board action", "no change in status", "withdraw", "establish a review date", "reparole grant" and "reparole refusal" prior to the Pierce Decision, etc.

Table 2 views the Board's quasi-judicial responsibilities in terms of type of activity, rather than type of decision rendered. Both the decision-making process of release from prison and return to prison require a face-to-face review of individual case facts. Hearing examiners employed by the Board conduct a variety of first and second level hearings. Some hearings are a combination of technical and convicted violator proceedings. During FY 1985-86, there were 4,181 hearings conducted by Board members and hearing examiners. Table 2 also illustrates interview activity or meetings held to consider an offender for release. In FY 1985-86, there were 6,028 interviews. More than half (54%) were conducted by Board members and the remainder by hearing examiners.

TABLE 2
TYPES OF HEARINGS AND INTERVIEWS CONDUCTED BY
BOARD MEMBERS AND HEARING EXAMINERS DURING
FISCAL YEAR 1985-86

	Board Members	Hearing Examiners	Total	Percent
Hearings				
Preliminary		769	769	18%
Preliminary/Detention		544	544	13%
Violation		977	977	23%
Violation/Detention		33	33	1%
Detention		267	267	6%
Revocation		452	452	11%
Revocation/Violation		335	335	8%
Probable Cause Out-of-State		118	118	3%
Full Board	686	...	686	16%
TOTAL HEARINGS	686	3,495	4,181	100%
Interviews				
Parole	1,994	2,039	4,033	67%
Review	1,115	682	1,797	30%
Reparole	33	20	53	1%
Reparole Review	119	16	135	2%
Initial Interviews	10	...	10	0%
TOTAL INTERVIEWS	3,271	2,757	6,028	100%

The following terms are applicable to Table 2.

Hearing refers to activity in the revocation process and those judgments pertaining to alleged violations of parole.

Interview refers to activity in the paroling process and those judgments pertaining to conditional release from prison.

Technical Violator refers to a client who has violated the Conditions Governing Parole/Reparole.

Convicted Violator refers to a client who has been found guilty of violating a law of the Commonwealth.

First Level Hearing determines if there is probable cause to believe that an offender has violated parole.

Second Level Hearing determines if the parolee was guilty of violating parole and is to be recommitted to prison.

Preliminary Hearing refers to the first level hearing for the alleged technical violator.

Violation Hearing refers to the second level hearing for the alleged technical violator.

Detention Hearing refers to the first level hearing for the alleged criminal violator.

Revocation Hearing refers to the second level hearing for the alleged criminal violator.

Full Board Hearing refers to the second level hearing for either technical or criminal violators who have not waived their right to judgment by a quorum of the Board. This right to judgment by the full Board was mandated by the Pennsylvania Supreme Courts' Rambeau decision.

Parole Interview refers to offenders seeking release from their minimum sentence date.

Reparole Interview refers to offenders seeking release after serving additional time in prison on their original sentence as a parole violator.

Initial Interview refers to young adult offenders with a general sentence, which lacks a minimum sentence date prior to the expiration of their maximum sentence. Such commitments carry a maximum sentence up to six years and are eligible for parole at any time.

Table 3 illustrates that the total number of interviews has decreased by 9% during the last year from 6,634 in FY 1984-85 to 6,028 in FY 1985-86. Violation hearings conducted in FY 1985-86 were 4,181. This represents a 11% increase in the number of hearings conducted since FY 1983-84.

**TABLE 3
TRENDS IN INTERVIEWS AND HEARINGS OVER THE LAST THREE FISCAL YEARS**

Conducted By	Parole Release Interviews				Violation Hearings			
	Parole	Reparole	Review	Total	First Level	Second Level	Full Board	Total
Board Members	2,004	33	1,234	3,271	686	686
Hearing Examiners	2,039	20	698	2,757	1,698	1,797	...	3,495
TOTALS 1985-86	4,043	53	1,932	6,028	1,698	1,797	686	4,181
Board Members	2,839	44	1,765	4,648	562	562
Hearing Examiners	1,486	19	481	1,986	1,738	1,695	...	3,433
TOTALS 1984-85	4,325	63	2,246	6,634	1,738	1,695	562	3,995
Board Members	2,672	103	1,536	4,311	623	623
Hearing Examiners	1,578	11	460	2,049	1,566	1,564	...	3,130
TOTALS 1983-84	4,250	114	1,996	6,360	1,566	1,564	623	3,753

Tables 4 and 5 provide a geographic distribution of hearings and interviews. **Table 4** provides a breakdown of interviews conducted by the site of the interview. Approximately 69% of all parole interviews are held in state correctional institutions, with about 31% conducted in the Camp Hill and Rockview facilities.

**TABLE 4
PAROLE INTERVIEWS BY INTERVIEW SITE — 1985-86**

Interview Site	Parole		Review		Reparole		Reparole Review		Total Interviews	
	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Number	Percent
SCI Camp Hill	186	461	97	262	...	14	4	9	1,033	17.1
SCI Dallas	243	60	158	20	...	5	3	...	489	8.1
SCI Graterford	224	62	119	43	5	...	82	...	535	8.9
SCI Greensburg	100	58	24	10	1	193	3.2
SCI Huntingdon	242	17	176	16	23	1	9	1	485	8.1
SCI Muncy	160	15	58	5	2	1	241	4.0
SCI Pittsburgh	169	6	112	4	4	...	15	2	312	5.2
SCI Rockview	505	...	324	4	...	833	13.8
SCI Waynesburg	13	18	5	3	39	0.6
SRCF Mercer	162	57	42	13	274	4.5
County Prisons	784	...	232	2	1,018	16.9
Community Service Centers	395	...	41	436	7.2
District Offices	9	9	0.2
State Hospitals	19	...	17	1	37	0.6
Treatment Facilities	39	...	13	52	0.9
Other	39	...	3	42	0.7
TOTALS	2,004	2,039	1,115	682	33	20	119	16	6,028	100.0

Table 5 details the county in which 3,495 hearings were held by hearing examiners in FY 1985-86, and are cross-tabulated by the type of hearing conducted. Full Board hearings are conducted in state correctional institutions.

TABLE 5
HEARINGS HELD BY HEARING EXAMINERS — 1985-86

County	Preliminary	Preliminary/ Detention	Violation	Violation/ Detention	Detention	Revocation	Revocation Violation	Probable Cause Out-of-State	Total
Adams	...	3	3	...	2	1	1	3	13
Allegheny	77	23	92	5	6	49	29	2	283
Armstrong	2	3	8	...	1	6	...	1	21
Beaver	6	3	7	...	2	2	2	1	23
Bedford	1	...	2	1	4
Berks	23	8	37	3	12	10	4	...	97
Blair	6	2	12	1	...	3	2	...	26
Bradford	1	1	...	2
Bucks	1	17	10	1	3	9	7	...	48
Butler	2	...	1	1	4
Cambria	3	4	7	...	1	5	4	1	25
Cameron	2	...	2	4
Carbon	4	...	3	1	2	...	10
Centre	10	1	6	8	2	...	27
Chester	9	11	8	...	6	16	13	2	65
Clarion	...	2	1	2	5
Clearfield	6	1	9	2	1	...	19
Clinton	11	...	11	4	1	1	28
Columbia	2	...	5	1	8
Crawford	6	2	5	1	1	1	...	3	19
Cumberland	17	3	11	28	15	1	75
Dauphin	36	5	46	2	2	3	...	5	99
Delaware	17	43	19	...	5	12	31	2	129
Elk	1	1
Erie	27	8	38	1	4	6	6	10	100
Fayette	18	1	9	1	2	3	34
Forest
Franklin	6	1	14	1	...	3	4	...	29
Fulton	1	1
Greene	1	...	1	1	...	2	5
Huntingdon	3	2	1	6	2	...	14
Indiana	2	...	7	...	1	2	12
Jefferson	2	2
Juniata	1	...	2	3
Lackawanna	35	2	30	...	1	6	6	6	86
Lancaster	18	8	20	4	6	5	4	10	75
Lawrence	5	1	8	1	1	5	3	2	26
Lebanon	8	4	15	3	1	8	2	...	41
Lehigh	11	12	22	...	7	11	5	1	69
Luzerne	41	2	44	...	1	11	5	2	106
Lycoming	17	1	19	...	2	13	3	2	57
McKean	3	...	1	4
Mercer	11	7	26	1	1	2	3	...	51
Mifflin	2	3	2	1	...	8
Monroe	2	...	2	1	...	2	7
Montgomery	26	30	160	1	7	84	95	2	405
Montour	1	...	2	1	1	...	5
Northampton	8	7	17	2	4	15	4	3	60
Northumberland	19	1	19	2	3	1	45
Perry	2	2
Philadelphia	199	301	139	2	180	78	62	37	998
Pike	1	...	1	2
Potter
Schuylkill	2	6	5	...	2	3	3	...	21
Snyder	6	6
Somerset	3	2	3	3	11
Sullivan
Susquehanna	4	...	3	2	...	2	11
Tioga	4	2	...	1	7
Union	4	...	4	8
Venango	5	1	7	...	1	1	15
Warren	1	3	3	1	1	9
Washington	4	1	4	5	...	1	15
Wayne	2	1	1	4
Westmoreland	6	2	5	7	...	1	21
Wyoming	2	1	...	3
York	26	6	29	1	4	7	4	5	82
TOTALS	769	544	977	33	267	452	335	118	3,495

Table 6 demonstrates that there were 4,753 inmates considered for parole in FY 1985-86. Approximately 71% of the inmates who were considered, were from state correctional institutions.

**TABLE 6
INMATES CONSIDERED FOR PAROLE
BY STATE CORRECTIONAL INSTITUTION FOR
FISCAL YEAR 1985-86**

Institution	Parole Considerations	
	Number	Percent
State Correctional Institutions:		
Pittsburgh	228	4.8
Graterford	363	7.6
Rockview	646	13.6
Huntingdon	304	6.4
Dallas	420	8.8
Camp Hill	792	16.7
Muncy	202	4.3
Waynesburg	40	0.8
Greensburg	147	3.1
Mercer Correctional Facility	233	4.9
Philadelphia County Prison	40	0.8
Other County Prisons	929	19.6
Philadelphia Community Service Center	137	2.9
Other Community Service Centers	241	5.1
State Hospitals	30	0.6
Out-of-State	1	0.0
Total Inmates Considered	4,753	100.0

Table 7 indicates that within FY 1985-86, 3,179 or 67% of the 4,753 inmates were granted parole by Board action. These exclude reparole actions before the Pierce Decision. The number of inmates granted parole by Board action and the number of inmates actually released to street supervision differ. An inmate granted parole by Board action within a particular month is not necessarily released within the same month. In addition, paroling actions can be rescinded for various reasons, or an inmate can be paroled to serve a detainer sentence.

**TABLE 7
TOTAL INMATES CONSIDERED FOR
PAROLE OVER SIX FISCAL YEARS**

Fiscal Year	Parole		Percent of Total Granted
	Considered	Granted	
1980/1981	3,797	2,964	78%
1981/1982	3,863	3,063	79%
1982/1983	4,412	3,451	78%
1983/1984	4,675	3,430	73%
1984/1985	5,172	3,749	72%
1985/1986	4,753	3,179	67%

B. SUPERVISION POPULATION DEMOGRAPHICS AND TRENDS

This section will focus on demographics and trends of the Board's caseload population. Included with this section are offense, sex, and racial demographics of the total caseload; average caseload size and average work units based on the number of parole agents carrying a caseload; case additions and deletions to the Pennsylvania state caseload; and, distributions of other states' cases residing in Pennsylvania and Pennsylvania cases residing in other states.

Pennsylvania's community based correctional system had 91,711 offenders on active probation or parole at the end of fiscal year 1985-86. Of this total, 16,498 (approximately 18%) were receiving supervision services directly from the Pennsylvania Board of Probation and Parole.

Chart A shows the origin and prevalence of each of the groups of clients supervised by the Board in relationship to the total offender population in communities of the Commonwealth. The Board's caseload population consists of Board parole cases released to Board supervision, special probation and parole cases, and other states' cases residing in Pennsylvania. Pennsylvania cases residing in other states are not included in Chart A since they do not receive direct supervision services in Pennsylvania. Special probation and parole cases are certified by the courts to Board supervision. State law provides the county judge with authority to send probation and parole clientele to the Board for supervision. Other states' cases and Pennsylvania cases residing in other states are covered under the Interstate Compact which provides for the exchange of offenders for supervision.

**CHART A
TOTAL OFFENDERS UNDER SUPERVISION IN PENNSYLVANIA**

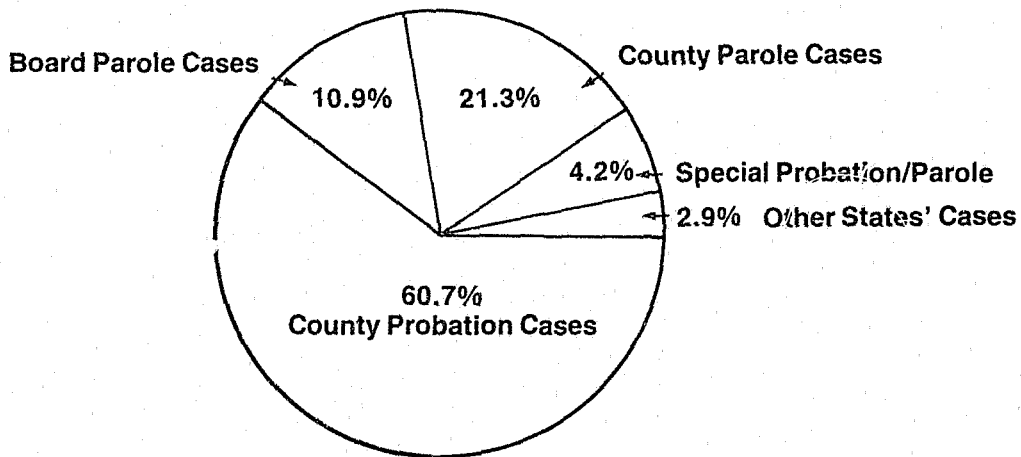


Chart B illustrates in graphic form total caseload under Board supervision. Total caseload size under Board supervision has continued to grow within the last five years, revealing a 20% increase since June, 1981 when caseload size was at its lowest.

**CHART B
TRENDS IN TOTAL CASELOAD UNDER BOARD SUPERVISION**

Year Ending	Trend Index	Total Caseload	Total Caseload				
			0	4,000	8,000	12,000	16,000
6/81	100	13,782	[Bar chart showing growth from 0 to 16,000]				
6/82	102	14,035	[Bar chart showing growth from 0 to 16,000]				
6/83	108	14,849	[Bar chart showing growth from 0 to 16,000]				
6/84	111	15,314	[Bar chart showing growth from 0 to 16,000]				
6/85	116	15,983	[Bar chart showing growth from 0 to 16,000]				
6/86	120	16,498	[Bar chart showing growth from 0 to 16,000]				

Table 8 provides a six-year time series in caseload size by legal type and geographic area. The Board's caseload size has continued to rise in size within the last five years to 16,498, showing a growth rate of 20% since June 1981, when caseload size was at its lowest. The increase in caseload population during the last fiscal year is caused by the growing proportion of other states' cases, Board parole cases, and special probation and parole cases which showed an increase of 8.3%, 5.1%, and 1.7% respectively.

**TABLE 8
TRENDS IN CASELOAD BY LEGAL TYPE OVER SIX FISCAL YEARS**

District Office		Board Parole Cases		Special Probation/ Parole Cases		Other States' Cases		Total Caseload	
		No.	Index	No.	Index	No.	Index	No.	Index
Philadelphia	1980-81.....	3,185	100	463	100	486	100	4,134	100
	1981-82.....	3,276	103	448	97	564	116	4,288	104
	1982-83.....	3,511	110	429	93	637	131	4,577	111
	1983-84.....	3,662	115	353	76	663	136	4,678	113
	1984-85.....	3,875	122	335	72	691	142	4,901	119
	1985-86.....	3,992	125	382	83	749	154	5,123	124
Pittsburgh	1980-81.....	1,256	100	1,319	100	251	100	2,826	100
	1981-82.....	1,229	98	1,169	89	246	98	2,644	94
	1982-83.....	1,190	95	1,174	89	268	107	2,632	93
	1983-84.....	1,173	93	1,105	84	260	104	2,538	90
	1984-85.....	1,164	93	1,051	80	235	94	2,450	87
	1985-86.....	1,133	90	1,113	84	256	102	2,502	89
Harrisburg	1980-81.....	912	100	154	100	246	100	1,312	100
	1981-82.....	968	106	131	85	293	119	1,392	106
	1982-83.....	981	108	140	91	311	126	1,432	109
	1983-84.....	1,087	119	151	98	350	142	1,588	121
	1984-85.....	1,118	123	140	91	351	143	1,609	123
	1985-86.....	1,065	117	138	90	415	169	1,618	123
Scranton	1980-81.....	336	100	204	100	59	100	599	100
	1981-82.....	348	104	252	124	85	144	685	114
	1982-83.....	379	113	271	133	111	188	761	127
	1983-84.....	450	134	283	139	109	185	842	141
	1984-85.....	487	145	308	151	116	197	911	152
	1985-86.....	524	156	361	177	148	251	1,033	172
Williamsport	1980-81.....	308	100	59	100	88	100	455	100
	1981-82.....	336	109	52	88	88	100	476	105
	1982-83.....	364	118	80	136	96	109	540	119
	1983-84.....	394	130	72	122	110	125	576	127
	1984-85.....	388	126	77	131	97	110	562	124
	1985-86.....	370	120	99	168	112	127	581	128
Erie	1980-81.....	449	100	387	100	79	100	915	100
	1981-82.....	490	109	370	96	91	115	951	104
	1982-83.....	396	88	551	142	115	146	1,062	116
	1983-84.....	381	85	747	193	78	99	1,206	132
	1984-85.....	455	101	1,052	272	77	97	1,584	173
	1985-86.....	443	99	864	223	89	113	1,396	153
Allentown	1980-81.....	1,037	100	247	100	245	100	1,529	100
	1981-82.....	1,047	101	206	83	300	122	1,553	102
	1982-83.....	1,220	118	164	66	319	130	1,703	111
	1983-84.....	1,159	112	194	79	323	132	1,676	110
	1984-85.....	1,309	126	180	73	336	137	1,825	119
	1985-86.....	1,385	134	214	87	379	155	1,978	129
Butler	1980-81.....	261	100	263	100	64	100	588	100
	1981-82.....	263	101	283	108	53	83	599	102
	1982-83.....	236	90	325	124	72	113	633	108
	1983-84.....	221	85	352	134	79	123	652	111
	1984-85.....	247	95	230	87	84	131	561	95
	1985-86.....	249	95	170	65	79	123	498	85
Altoona	1980-81.....	343	100	165	100	53	100	561	100
	1981-82.....	322	94	163	99	60	113	545	97
	1982-83.....	327	95	237	144	68	128	632	113
	1983-84.....	330	96	263	159	62	117	655	117
	1984-85.....	347	101	251	152	59	111	657	117
	1985-86.....	326	95	357	216	72	136	755	135
Chester	1980-81.....	409	100	243	100	211	100	863	100
	1981-82.....	410	100	222	91	270	128	902	105
	1982-83.....	420	103	182	75	275	130	877	102
	1983-84.....	421	103	150	62	332	157	903	105
	1984-85.....	494	121	125	51	304	144	923	107
	1985-86.....	529	129	111	46	374	177	1,014	117
Agency Totals	1980-81.....	8,496	100	3,504	100	1,782	100	13,782	100
	1981-82.....	8,689	102	3,296	94	2,050	115	14,035	102
	1982-83.....	9,024	106	3,553	101	2,272	127	14,849	108
	1983-84.....	9,278	109	3,670	105	2,366	133	15,314	111
	1984-85.....	9,884	116	3,749	107	2,350	132	15,983	116
	1985-86.....	10,016	118	3,809	109	2,673	150	16,498	120

Table 9 depicts Pennsylvania's processing of cases during FY 1985-86 in a balance sheet format. Throughout the year there were 6,211 case additions and 5,927 case deductions.

TABLE 9
PENNSYLVANIA CASELOAD PROCESSING DURING — 1985-86

Clients Under Jurisdiction July 1, 1985	15,098
Case Additions During FY 1985-86:	
Released on Parole	3,376
Released on Reparole	697
Special Probation Cases	1,414
Special Parole Cases	724
Miscellaneous Additions	0
TOTAL CASE ADDITIONS	6,211
Case Deductions During FY 1985-86:	
Recommitted Technical Parole Violators	726
Recommitted Convicted Parole Violators	1,046
County Revocations	153
Final Discharges	3,897
Death	99
Miscellaneous Deductions	6
TOTAL CASE DEDUCTIONS	5,927
Clients Under Jurisdiction June 30, 1986	15,382

Table 10 displays a three-year trend of Pennsylvania caseload processing. The rate of additions and deductions both increased during the last year by 8.6% and 19.9% respectively.

TABLE 10
THREE-YEAR TREND IN CASELOAD PROCESSING

	1983-84	1984-85	1985-86
Clients Under Jurisdiction at Beginning of FY	13,824	14,322	15,098
Additions:			
Parole/Reparole	3,722	3,976	4,073
Special Probation/Parole	1,780	1,738	2,138
Miscellaneous Additions	0	6	0
TOTAL ADDITIONS	5,502	5,720	6,211
Deductions:			
Recommits/Revocations	1,624	1,686	1,925
Final Discharges/Death	3,372	3,258	3,996
Miscellaneous Deductions	8	0	6
TOTAL DEDUCTIONS	5,004	4,944	5,927
Clients Under Jurisdiction at End of FY	14,322	15,098	15,382

Table 11 shows the distribution of 4,073 cases actually released to parole supervision during FY 1985-86 by major offense category and major race category. White is defined as Caucasian and English speaking, while non-white includes all other persons. Approximately 44% of the inmates paroled were serving sentences for robbery or burglary.

**TABLE 11
INMATES PAROLED AND REPAROLED BY
MAJOR OFFENSE CATEGORY AND MAJOR
RACE CATEGORY**

Instant Offense Categories	White		Non-White		Total	Percent Total
	Parole	Reparole	Parole	Reparole		
Homicides	100	8	128	53	289	7.1%
Assault including VUFA	211	19	184	24	438	10.7%
Robbery	193	55	440	137	825	20.3%
Burglary	489	112	289	66	956	23.5%
Drug Law Violation	151	20	109	15	295	7.2%
Theft, RSP	224	38	191	36	489	12.0%
Forgery & Fraud	43	10	34	7	94	2.3%
Rape	47	13	72	23	155	3.8%
Other Sex Offenses	71	4	23	0	98	2.4%
Arson	43	5	6	2	56	1.4%
Other Type Offense	215	32	113	18	378	9.3%
TOTALS	1,787	316	1,589	381	4,073	100.0%

Table 12 shows the total caseload population by major offense type. As of June, 1986, 33% of the total offender population were on parole for robbery or burglary.

**TABLE 12
TOTAL CASELOAD BY OFFENSE TYPE AS OF JUNE 30, 1986**

Instant Offense Category	Board Parole Cases	County Special Probation Cases	County Special Parole Cases	Other States' Cases	Totals	Percent of Total
Homicides	1,155	20	0	63	1,238	7.5
Manslaughter	350	65	7	54	476	2.9
Assault	721	252	62	145	1,180	7.2
VUFA, POW, etc.	106	58	14	98	276	1.7
Robbery	2,227	180	34	208	2,649	16.1
Burglary	2,042	409	109	285	2,845	17.2
Drug Law Violation	632	341	41	534	1,548	9.4
Theft, RSP	737	503	134	373	1,747	10.6
Retail Theft	108	27	3	11	149	0.9
Forgery, Fraud	192	82	21	69	364	2.2
Rape	523	35	2	38	598	3.6
Other Sex Offense	233	125	17	43	418	2.5
Arson	158	49	4	25	236	1.4
Kidnapping	32	3	1	9	45	0.3
Driving Under Influence	70	323	295	300	988	6.0
Other Type Offenses	730	513	80	418	1,741	10.6
TOTALS	10,016	2,985	824	2,673	16,498	100.0

Table 13 gives a distribution of the total caseload within each district by the demographic characteristics of sex and race. As of June, 1986, approximately 92% or 15,195 of the total 16,498 cases were male, and the remainder 8% or 1,303 cases were female.

TABLE 13
TOTAL CASELOAD DISTRIBUTION BY OFFICE OF SUPERVISION,
SEX OF OFFENDER, AND MAJOR RACIAL CATEGORY EFFECTIVE JUNE, 1986

Districts	IN-STATE				OUT-OF-STATE				TOTAL SUPERVISED						Grand Total
	Male		Female		Male		Female		White		Non-White		Total		
	White	Non-White	White	Non-White	White	Non-White	White	Non-White	Male	Female	Male	Female	Male	Female	
Philadelphia	672	3,505	41	156	275	368	33	73	947	74	3,873	229	4,820	303	5,123
Pittsburgh	861	996	99	100	164	57	28	7	1,215	127	1,053	107	2,268	234	2,502
Harrisburg	725	388	52	38	321	48	43	3	1,046	95	436	41	1,482	136	1,618
Scranton	785	32	67	1	124	7	17	0	909	84	39	1	948	85	1,033
Williamsport	388	31	45	5	95	5	12	0	483	57	36	5	519	62	581
Erie	994	175	113	25	74	5	10	0	1,068	123	180	25	1,248	148	1,396
Allentown	1,025	462	77	35	285	49	35	10	1,310	112	511	45	1,821	157	1,978
Butler	336	52	26	5	67	8	4	0	403	30	60	5	463	35	498
Altoona	589	31	63	0	64	1	7	0	653	70	32	0	685	70	755
Chester	353	258	18	11	272	58	37	7	625	55	316	18	941	73	1,014
AGENCY TOTALS	6,918	5,930	601	376	1,741	606	226	100	8,659	827	6,536	476	15,195	1,303	16,498

Table 14 provides a distribution of the total caseload by legal type and race. As of June, 1986, 58% of the total caseload population was white, 40% were classified as black, and the remaining 2% were classified in other racial groups.

TABLE 14
TOTAL CASELOAD BY RACE AS OF JUNE 30, 1986

Race	Board Parole Cases	County Special Probation Cases	County Special Parole Cases	Other States' Cases	Totals	Percent of Total
White	4,640	2,234	650	1,968	9,492	57.5
Black	5,164	703	171	601	6,639	40.2
Puerto Rican	146	25	1	68	240	1.4
Mexican	32	5	2	13	52	0.3
Other Spanish Speaking	11	4	0	13	28	0.2
Oriental	4	3	0	4	11	0.1
Indian	2	1	0	1	4	0.0
Asian	2	1	0	1	4	0.0
Not Elsewhere Classified	15	9	0	4	28	0.2
TOTALS	10,016	2,985	824	2,673	16,498	100.0

Table 15 provides a distribution of the active Board parole population by length of supervision until maximum parole expiration. Within five years, over one half of the parole population will reach their maximum expiration from street supervision assuming no difficulties occur. Approximately 2.2% or 242 clients were on parole serving life sentences.

**TABLE 15
JUNE, 1986 BOARD PAROLE
POPULATION BY LENGTH OF SUPERVISION
UNTIL MAXIMUM PAROLE EXPIRATION**

	Number	Relative Percent	Cumulative Percent
0 to 1 year	454	4.1	4.1
1.1 to 2 years	1,531	13.7	17.8
2.1 to 3 years	1,795	16.1	33.9
3.1 to 4 years	1,716	15.4	49.3
4.1 to 5 years	1,071	9.6	58.9
5.1 to 6 years	734	6.6	65.5
6.1 to 7 years	634	5.7	71.2
7.1 to 10 years	1,553	14.0	85.2
10.1 to 15 years	983	8.8	94.0
Greater than 15 years	422	3.8	97.8
Life	242	2.2	100.0
TOTALS	11,135	100.0	

Table 16 shows changes in the number of parole agents and average caseload per agent. As of June, 1986, there were 212 parole agents carrying an average caseload of 78. This compares to 216 agents supervising an average caseload of 64 clients in June, 1981. Average caseload size does not take into account workload factors, such as investigative reports.

**TABLE 16
PAROLE AGENT CASELOADS**

Year Ending	6/81	6/82	6/83	5/84	6/85	6/86
Number of Parole Agents	216	207	202	204	221	212
Index	100	96	94	94	102	98
Average Caseload	63.8	67.8	73.5	75.1	72.3	77.8
Index	100	106	115	118	113	122

Table 17 illustrates the number of parole agents and average caseload by district. As of June, 1986, there were 212 parole agents carrying an average caseload of 78 clients. Average caseload size is a fundamental assessment of supervision capability. The accepted national standard prescribes a caseload of 50 clients per agent for optimal effectiveness in client reintegration.

**TABLE 17
NUMBER OF AGENTS AND AVERAGE CASELOAD
BY DISTRICT OFFICE, EFFECTIVE JUNE 30, 1986**

Districts	Total Caseload End of Month	Number of Agents For Month	Average Caseload Per Agent
Philadelphia	5,123	62	82.6
Pittsburgh	2,502	34	73.6
Harrisburg	1,618	22	73.5
Scranton	1,033	13	79.5
Williamsport	581	9	64.6
Erie	1,396	17	82.1
Allentown	1,978	24	82.4
Butler	498	8	62.3
Altoona	755	10	75.5
Chester	1,014	13	78.0
AGENCY TOTALS	16,498	212	77.8

The agency has adopted a new method of managing resources which is called workload budgeting. Workload budgeting is measured in terms of supervision time needed to meet the minimum supervision standards required for supervising clients at different levels of supervision, time requirements for violation casework, and time required for investigation work outputs. The management information system is used to provide ongoing information for workload decision making.

Chart C shows the proportion of total agent work units required for supervision services based on caseload composition as of July 31, 1986. Approximately 69% of the agency's total field workload is needed for intensive, close, regular, or reduced supervision.

CHART C
PROPORTION OF AGENCY FIELD WORKLOAD
REQUIRED BY FUNCTION
AS OF JULY 31, 1986

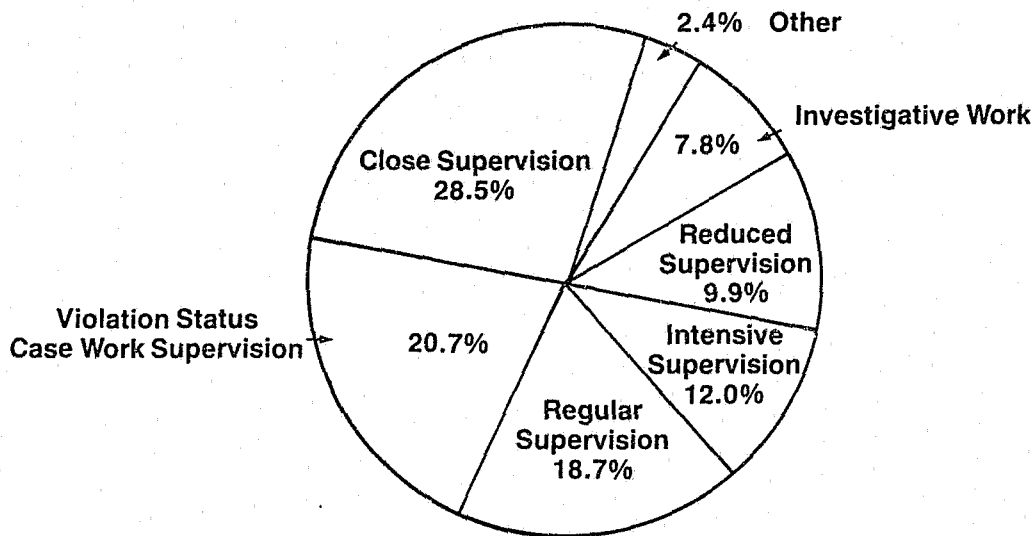


Table 18 shows the caseload population by workload classification and average work units per agent needed to meet minimum supervision requirements. As of July 31, 1986, projected work units per agent was 154. In addition to work units needed for supervision services, an agent must also budget his time for administrative details such as writing reports and training.

TABLE 18
WORK UNITS BY CLASSIFICATION DISTRIBUTION
AS OF JULY 31, 1986

Workload Classification	Total Cases/Reports		Total Work Units		Average Work Units Per Agent
	Number	Percent	Number	Percent	
Supervision Status					
Intensive	1,023	5.5	3,901.4	12.0	18.4
Close	4,265	24.6	9,271.5	28.5	43.7
Regular	4,169	24.0	6,089.7	18.7	28.7
Reduced	3,606	20.8	3,223.9	9.9	15.2
Violation Status					
Technical	345	2.0	2,140.0	6.6	10.1
New Charge	1,599	9.2	3,576.1	11.0	16.9
Both Technical/New Charge	394	2.3	1,025.4	3.1	4.8
Other	1,109	6.4	796.3	2.4	3.8
Total Cases	16,510	95.1	30,024.3	92.2	141.6
Investigative Reports	856	4.9	2,552.5	7.8	12.1
Grand Totals	17,366	100.0	32,576.8	100.0	153.7

Table 19 shows the cooperative exchange of supervision between Board cases and other states' cases through the Interstate Compact. As of June, 1986, the Board accepted 2,673 cases from other states and exported 1,557 cases. The majority of out-of-state cases residing in Pennsylvania are from the states of New Jersey, Maryland, Florida, and New York. In addition, there were 1,685 county probation cases being supervised in other states as of October, 1986. These cases do not come under the Board's jurisdiction, but are administratively controlled by the Board's Interstate Compact Office.

TABLE 19
EXCHANGE OF SUPERVISION BETWEEN STATES — JUNE 1986

State	Out-of-State Cases in Pennsylvania	Board Cases in Other States	Net Flow Between Cases	State	Out-of-State Cases in Pennsylvania	Board Cases in Other States	Net Flow Between Cases
Alabama	11	14	- 3	Nevada	12	7	+ 5
Alaska	0	0	...	New Hampshire	5	1	+ 4
Arizona	11	25	- 14	New Jersey	758	243	+ 515
Arkansas	7	2	+ 5	New Mexico	7	4	+ 3
California	45	58	- 13	New York	284	157	+ 127
Colorado	12	11	+ 1	North Carolina	40	36	+ 4
Connecticut	21	25	- 4	North Dakota	4	1	+ 3
Delaware	160	26	+ 134	Ohio	62	105	- 43
Florida	237	146	+ 91	Oklahoma	11	4	+ 7
Georgia	54	27	+ 27	Oregon	6	3	+ 3
Hawaii	6	0	+ 6	Rhode Island	4	4	...
Idaho	5	0	+ 5	South Carolina	37	27	+ 10
Illinois	12	31	- 19	South Dakota	1	0	+ 1
Indiana	2	10	- 8	Tennessee	18	10	+ 8
Iowa	6	1	+ 5	Texas	145	52	+ 93
Kansas	10	3	+ 7	Utah	5	4	+ 1
Kentucky	8	3	+ 5	Vermont	3	1	+ 2
Louisiana	11	8	+ 3	Virginia	86	59	+ 27
Maine	2	4	- 2	Washington	11	7	+ 4
Maryland	432	110	+ 322	Washington, D.C.	14	17	- 3
Massachusetts	17	26	- 9	West Virginia	19	28	- 9
Michigan	19	25	- 6	Wisconsin	8	2	+ 6
Minnesota	4	2	+ 2	Wyoming	2	1	+ 1
Mississippi	5	7	- 2	Federal	0	95	- 95
Missouri	20	10	+ 10	Other*	12	112	- 100
Montana	1	1	...				
Nebraska	1	2	- 1	Totals	2,673	1,557	+1,116

* "Other" includes clients from other countries or was not specified.

C. SUPERVISION ACTIVITY AND OUTPUT

In addition to caseload assignments of client supervision, parole agents also have major work assignments in the form of social investigations and supervision reports measured by average workload. This section on supervision activity and output introduces the other work functions performed by parole agents.

Table 20 demonstrates average monthly supervision contacts by type and district as of June, 1986. Overall, there was an average of 18.3 office client contacts per month, 44.6 field client contacts per month, and 90.0 collateral contacts per month. Collateral contacts are made with people with whom the client has special contact, such as family, relatives, friends, and employers.

TABLE 20
AVERAGE MONTHLY AGENT SUPERVISION CONTACTS BY TYPE AND DISTRICT

District	Average Office Client Contacts Per Agent	Average Field Client Contacts Per Agent	Average Field Client Contacts Per Client	Average Collateral Contacts Per Agent
Philadelphia	29.0	37.3	.45	82.0
Pittsburgh	13.4	46.6	.63	68.4
Harrisburg	22.2	34.0	.46	52.2
Scranton	6.8	52.0	.65	113.1
Williamsport	17.8	44.6	.69	106.8
Erie	17.1	66.6	.81	152.5
Allentown	12.4	48.8	.59	109.7
Butler	4.5	33.1	.53	76.8
Altoona	9.6	62.7	.83	129.5
Chester	13.5	42.2	.54	72.9
TOTALS	18.3	44.6	.57	90.0

Table 21 shows that the total number of supervision reports completed for FY 1985-86 was 58,810. These supervision reports include: initial supervision reports, regular supervision reports, arrest reports, parole violation summaries, and miscellaneous reports.

TABLE 21
TOTAL SUPERVISION REPORTS COMPLETED BY TYPE AND DISTRICT
FOR FISCAL YEAR 1985-86

District	Initial Supervision	Regular Supervision	Arrest Report	Parole Violation Summaries	All Other Reports	Total
Philadelphia	1,516	8,048	2,571	1,441	4,749	18,325
Pittsburgh	960	3,558	1,322	544	2,902	9,286
Harrisburg	534	2,176	786	193	1,758	5,447
Scranton	481	1,520	420	196	1,096	3,713
Williamsport	250	807	289	105	520	1,971
Erie	976	2,517	531	106	907	5,037
Allentown	763	2,883	903	483	2,034	7,066
Butler	191	868	210	82	674	2,025
Altoona	317	1,167	343	19	715	2,561
Chester	426	1,476	412	130	935	3,379
TOTALS	6,414	25,020	7,787	3,299	16,290	58,810

Chart D reveals trends in output of various investigations done by parole agents. Many of these reports relate to offenders not in the agent's caseload, but are required for making case decisions in the criminal justice system. Investigations included are: pre-parole reports, pre-sentence reports, classification summaries, out-of-state reports, and reports for the Board of Pardons.

**CHART D
TRENDS IN TOTAL INVESTIGATIVE REPORTING**

Year Ending	Trend Index	Total Investigations	Total Investigations					
			0	2,000	4,000	6,000	8,000	10,000
80/81	100	7,887	[Bar chart showing 7,887 investigations]					
81/82	104	8,174	[Bar chart showing 8,174 investigations]					
82/83	115	9,065	[Bar chart showing 9,065 investigations]					
83/84	117	9,263	[Bar chart showing 9,263 investigations]					
84/85	120	9,496	[Bar chart showing 9,496 investigations]					
85/86	119	9,380	[Bar chart showing 9,380 investigations]					

Table 22 displays total investigations completed within each district. Out of the total 9,380 investigative reports completed, approximately 60% were pre-parole reports.

**TABLE 22
TOTAL INVESTIGATIONS COMPLETED BY TYPE AND DISTRICT
FOR FISCAL YEAR 1985-86**

District	Pre-Parole	Pre-Sentence	Out-of-State	Classification Summaries	Pardon Board	Total
Philadelphia	1,696	1	398	33	32	2,160
Pittsburgh	535	4	138	359	22	1,058
Harrisburg	576	12	210	26	22	846
Scranton	488	85	160	108	7	848
Williamsport	314	92	101	89	4	600
Erie	305	296	62	32	3	698
Allentown	1,101	23	326	27	26	1,503
Butler	131	217	62	26	8	444
Altoona	158	186	68	166	6	584
Chester	315	1	253	63	7	639
TOTALS	5,619	917	1,778	929	137	9,380

Table 23 shows the average length of supervision for parolees released from state institutions or county prisons and special probationers who terminated from the system during FY 1985-86. Terminations include final discharge due to completion of sentence, as well as revocations and deaths. A total of 5,927 state and county cases were terminated from Board supervision during FY 1985-86. Of this total, 5,898 clients served an average of 2.3 years under supervision. The remaining 29 cases were not available at the time the report was prepared. The average length of supervision time for parolees who had previously been released from a state adult male correctional institution was 3.0 years, as compared to 2.6 years for female offenders. Parolees released from county prisons were on parole supervision an average of 2.0 years before they were terminated.

TABLE 23
LENGTH OF SUPERVISION FOR PAROLEES RELEASED FROM
STATE INSTITUTIONS OR COUNTY PRISONS AND
SPECIAL PROBATIONERS DURING FY 1985-86

Length of Parole Supervision	Adult Male State Correctional Institutions		Camp Hill		Muncy		County Prisons		County Jurisdictions		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
1 year or Less	443	19.9	104	20.1	29	22.7	214	24.6	1,103	51.1	1,893	32.1
Over 1 to 2 years	637	28.6	185	35.7	45	35.2	318	36.6	537	24.9	1,722	29.2
Over 2 to 3 years	429	19.3	102	19.7	18	14.1	194	22.3	171	7.9	914	15.5
Over 3 to 4 years	231	10.4	59	11.4	18	14.1	77	8.9	107	5.0	492	8.3
Over 4 to 5 years	134	6.0	24	4.6	6	4.7	34	3.9	141	6.5	339	5.7
Over 5 to 6 years	59	2.7	11	2.1	0	0.0	8	0.9	38	1.8	116	2.0
Over 6 to 7 years	84	3.8	17	3.3	0	0.0	11	1.3	22	1.0	134	2.3
Over 7 years	208	9.3	16	3.1	12	9.4	13	1.5	39	1.8	288	4.9
TOTALS	2,225	100.0	518	100.0	128	100.0	869	100.0	2,158	100.0	5,898	100.0
Mean	3.0		2.4		2.6		2.0		1.6		2.3	
Median	2.1		1.8		1.8		1.7		1.0		1.6	

Table 24 shows the length of supervision time for state parole cases and county special probation and parole cases by type of termination. Case closures include those discharged at the maximum date, discharged at death, or recommitted to prison. Approximately 73% of the parole case closures and 84% of the probation case closures had terminated supervision within three years.

TABLE 24
LENGTH OF SUPERVISION FOR PAROLE AND SPECIAL
PROBATION BY TYPE OF TERMINATION

	Length of Supervision								Total	Average Length of Supervision	Median
	1 Yr. or Less	Over 1 to 2 Yrs.	Over 2 to 3 Yrs.	Over 3 to 4 Yrs.	Over 4 to 5 Yrs.	Over 5 to 6 Yrs.	Over 6 to 7 Yrs.	Over 7 Yrs.			
Parole Case Closures											
1) Discharged at Max Date	354	560	387	227	137	38	74	196	1,973	3.1	2.2
2) Discharged at Death	15	18	13	10	2	2	7	11	78	3.6	2.5
Total Successful Supervision	369	578	400	237	139	40	81	207	2,051	3.1	2.2
Percent of Total Successful	18%	28%	20%	12%	7%	2%	4%	10%	100%		
1) Recommited to Prison	421	607	343	148	59	38	31	42	1,689	2.1	1.7
Percent of Unsuccessful	25%	36%	20%	9%	3%	2%	2%	2%	100%		
Total Closed Cases	790	1,185	743	385	198	78	112	249	3,740	2.7	1.9
Percent of Total	21%	32%	20%	10%	5%	2%	3%	7%	100%		
Probation Case Closures											
1) Discharged at Max Date	986	472	148	91	131	29	15	34	1,906	1.6	1.0
2) Discharged at Death	7	6	1	2	2	2	1	0	21	2.3	1.6
Total Successful Supervision	993	478	149	93	133	31	16	34	1,927	1.6	1.0
Percent of Total Successful	52%	25%	8%	5%	7%	2%	1%	2%	100%		
1) Recommited to Prison	110	59	22	14	8	7	6	5	231	1.8	1.1
Percent of Unsuccessful	48%	26%	10%	6%	3%	3%	3%	2%	100%		
Total Closed Cases	1,103	537	171	107	141	38	22	39	2,158	1.6	1.0
Percent of Total	51%	25%	8%	5%	7%	2%	1%	2%	100%		

D. SUPERVISION PROGRAM PERFORMANCE

Parole performance follow-up operationally is defined as a tracking of release cohorts to determine supervision outcome after consecutive 12, 24, and 36 month periods. A release cohort is defined as a group of clients released at the same point in time. Individual new release cohorts are subsequently accumulated into study groups by length of follow-up in order to produce an aggregate assessment of parole performance, i.e., a base expectancy for success and failure.

Table 25 provides aggregate parole outcome for sample populations of release cohorts during five calendar years. The percentage of parole failures represent clients who were unsuccessful in reintegrating back into society. It includes offenders who were convicted of new crimes called convicted violators and technical violators who were found guilty for violating the Conditions Governing Parole/Reparole. The aggregate data revealed that the rate of recommitment after one year of supervision was 12%. After two years of supervision, the failure rate increased to 25%, and after three years of supervision, 31% of the aggregate cohort groups returned to prison.

The percentage of clients who continued in active supervision status or completed parole within one year of supervision was 88%. After two years of supervision, 75% of the clients continued or completed active supervision, and after three years of supervision the rate declined to 69%. Clients under continued/completed supervision status includes categories such as reporting regularly, absconders, unconvicted violators, maximum expirations, and deaths.

**TABLE 25
AGGREGATE PAROLE OUTCOME FOR RELEASE
COHORTS DURING LAST FIVE CALENDAR YEARS**

Release Year	1980-1984 First Year of Supervision		1979-1983 Second Year of Supervision		1978-1982 Third Year of Supervision	
	Number	Percent	Number	Percent	Number	Percent
Parole Failures:						
Recommitted Technical Violator Only	943	6.9	1,174	10.3	1,416	12.5
Recommitted Criminal Violator	769	5.6	1,630	14.3	2,073	18.2
Total Parole Failures	1,712	12.5	2,804	24.6	3,489	30.7
Continued/Completed Active Supervision . . .	12,033	87.5	8,602	75.4	7,880	69.3
TOTAL COHORT POPULATION	13,745	100.0	11,406	100.0	11,369	100.0

Table 26 displays the annual parole outcome results after three years of supervision of the 1978-82 aggregate cohort groups over a five-year period. The three-year continued/completed supervision rate dropped from 67% in 1981 to 63% in 1982; correspondingly, the recommitment rate increased from 33% to 37% during the same time interval.

**TABLE 26
TREND IN PAROLE OUTCOME AFTER
THREE YEARS OF SUPERVISION**

Year	Continued/Completed Active Supervision	Recommits
1978	74%	26%
1979	74%	26%
1980	72%	28%
1981	67%	33%
1982	63%	37%

Table 27 provides a geographic distribution of parole outcome for the 1984 releases by district. The total cohort population accounts for nearly 100% of the total 3,775 paroles and reparaes released to supervision in 1984. The range in continued/completed active supervision by district was high (91%) in the Allentown district and low (78%) in the Erie district. Recidivism rates for convicted violators ranged from 4% in the Allentown office to 9% in the Pittsburgh office. Recidivism rates for technical violators extended from 4% in the Altoona district to 15% in the Scranton district.

**TABLE 27
ONE YEAR FOLLOW-UP PAROLE OUTCOME BY
DISTRICT OFFICE FOR THE 1984 RELEASE COHORT**

District	Continued/ Completed Active Supervision		TPV		Recommlts CPV		CPV/TPV		Cohort Population	Percent of Total
Philadelphia.....	922	89.0%	47	4.5%	24	2.3%	43	4.2%	1,036	27.8%
Pittsburgh.....	332	82.4%	35	8.7%	17	4.2%	19	4.7%	403	10.8%
Harrisburg.....	373	84.0%	42	9.5%	17	3.8%	12	2.7%	444	11.9%
Scranton.....	184	80.7%	33	14.5%	6	2.6%	5	2.2%	228	6.1%
Williamsport.....	156	86.2%	15	8.3%	4	2.2%	6	3.3%	181	4.9%
Erie.....	162	77.9%	32	15.4%	4	1.9%	10	4.8%	208	5.6%
Allentown.....	469	90.5%	28	5.4%	12	2.3%	9	1.7%	518	13.9%
Butler.....	81	78.6%	14	13.6%	4	3.9%	4	3.9%	103	2.8%
Altoona.....	119	88.8%	5	3.7%	4	3.0%	6	4.5%	134	3.6%
Chester.....	166	85.1%	13	6.7%	7	3.6%	9	4.6%	195	5.2%
Central Office.....	256	93.8%	8	2.9%	1	0.4%	8	2.9%	273	7.3%
TOTALS	3,220	86.5%	272	7.3%	100	2.7%	131	3.5%	3,723	100.0%

Table 28 provides an instant offense distribution of the 1984 release cohort's parole performance. The majority (44%) of cases within the 1984 one year follow-up group were on parole for robbery or burglary. The highest proportion of cases by instant offense who continued or completed supervision after one year was homicides at 95%. This was followed by drug law violations and forcible rape, 91%. Forgery and Fraud had the highest proportion of supervision failures with an 80% continued/completed supervision rate.

**TABLE 28
ONE YEAR FOLLOW-UP PAROLE OUTCOME BY
MAJOR OFFENSE CATEGORY FOR THE 1984 RELEASE COHORT**

Instant Offense Category	Continued/ Completed Active Supervision		TPV		Recommlts CPV		CPV/TPV		Cohort Population	Percent of Total
Homicides.....	276	94.5%	11	3.8%	2	0.7%	3	1.0%	292	7.8%
Assault incl. VUFA.....	318	86.6%	33	9.0%	7	1.9%	9	2.5%	367	9.9%
Robbery.....	630	87.0%	51	7.0%	20	2.8%	23	3.2%	724	19.4%
Burglary.....	739	82.0%	78	8.7%	39	4.3%	45	5.0%	901	24.2%
Drug Law Violation.....	230	90.9%	9	3.6%	3	1.2%	11	4.3%	253	6.8%
Theft, RSP.....	387	83.9%	39	8.5%	14	3.0%	21	4.6%	461	12.4%
Forgery, Fraud.....	74	80.4%	10	10.9%	4	4.3%	4	4.3%	92	2.5%
Rape.....	125	90.6%	7	5.1%	3	2.2%	3	2.2%	138	3.7%
Other Sex Offenses.....	68	82.9%	9	11.0%	2	2.4%	3	3.7%	82	2.2%
Arson.....	50	87.7%	5	8.8%	1	1.8%	1	1.8%	57	1.5%
Other Type Offenses.....	323	90.7%	20	5.6%	5	1.4%	8	2.2%	356	9.6%
TOTALS	3,220	86.5%	272	7.3%	100	2.7%	131	3.5%	3,723	100.0%

Table 29 provides an age distribution of the 1984 release cohort's parole performance. Approximately 52% of the 3,723 cases within the 1984 one year follow-up group were between the ages of twenty to twenty-nine. Clients age 19 or under had the highest recommitment rate of 20%.

**TABLE 29
ONE YEAR FOLLOW-UP PAROLE OUTCOME BY
AGE AT RELEASE FOR THE 1984 RELEASE COHORT**

Age at Release	Continued/ Completed Active Supervision		TPV		Recommits CPV		CPV/TPV		Cohort Population	Percent of Total
19 or Under	32	80.0%	5	12.5%	0	0.0%	3	7.5%	40	1.1%
20-29 years	1,630	84.6%	155	8.0%	62	3.2%	80	4.2%	1,927	51.8%
30-39 years	1,135	88.2%	81	6.3%	28	2.2%	43	3.3%	1,287	34.6%
40-49 years	300	89.8%	22	6.6%	8	2.4%	4	1.2%	334	9.0%
50-59 years	90	90.0%	7	7.0%	2	2.0%	1	1.0%	100	2.7%
60-69 years	28	93.3%	2	6.7%	0	0.0%	0	0.0%	30	0.8%
70-79 years	5	100.0%	0	0.0%	0	0.0%	0	0.0%	5	0.1%
TOTALS	3,220	86.5%	272	7.3%	100	2.7%	131	3.5%	3,723	100.0%

Clients are required to notify their parole agents of changes in employment status. Employment status is helpful to the supervising agent because gainful employment helps facilitate the offender's reintegration into the social and economic life of society. Employment makes an offender under supervision a tax payer instead of a tax burden.

Table 30 shows a three year trend in client employment status. Unemployment among probationers and parolees who were able to work statewide declined from 34% in June, 1984 to 29% in June, 1986.

**TABLE 30
CLIENT EMPLOYMENT STATUS ANNUAL COMPARISONS**

	June, 1984		June, 1985		June, 1986	
	Number	Percent	Number	Percent	Number	Percent
Total Able to Work	10,246	77.5%	11,270	78.7%	12,260	78.4%
Employed Full or Part Time	6,789	66.3%	7,840	69.6%	8,720	71.1%
Unemployed	3,457	33.7%	3,430	30.4%	3,540	28.9%
Total Unable to Work	2,969	22.5%	3,054	21.3%	3,378	21.6%
Total Reporting	13,215	100.0%	14,324	100.0%	15,638	100.0%

Table 31 illustrates client employment status by district. Highest unemployment among available offenders in the labor force was found in the Pittsburgh district, where 42% of those able to work were unemployed.

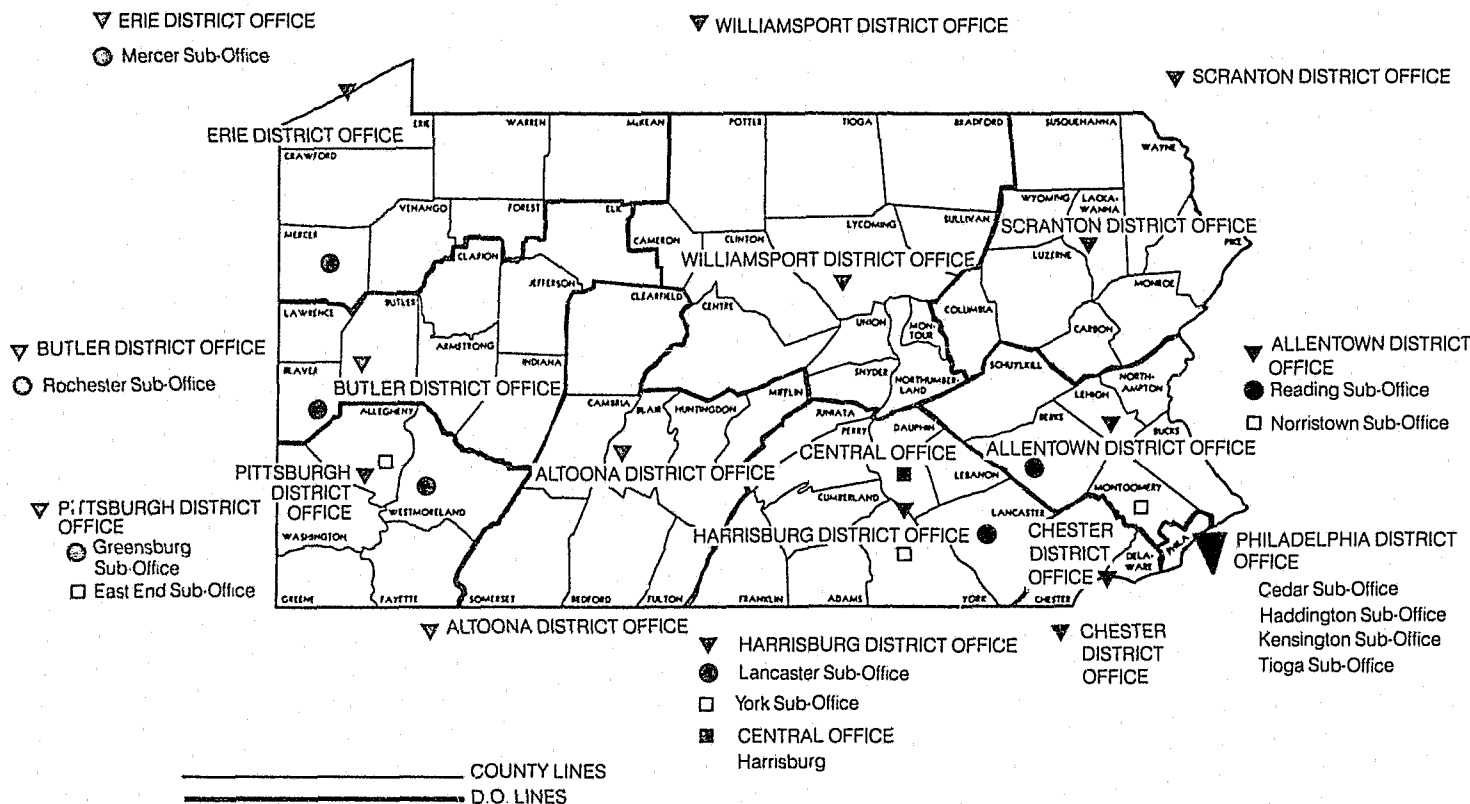
**TABLE 31
CLIENT EMPLOYMENT STATUS BY DISTRICT DURING JUNE 1986**

	Philadelphia	Pittsburgh	Harrisburg	Scranton	Williams- port	Erie	Allentown	Butler	Altoona	Chester	Agency Totals
EMPLOYMENT STATUS											
Employed Full or Part Time.....	2,302	1,066	1,001	649	311	760	1,322	256	395	658	8,720
% Employed	64.8%	58.2%	77.4%	82.3%	70.4%	71.3%	86.1%	64.8%	73.6%	80.5%	71.1%
Unemployed	1,251	765	293	141	131	306	213	139	142	159	3,540
% Unemployed	35.2%	41.8%	22.6%	17.8%	29.6%	28.7%	13.9%	35.2%	26.4%	19.5%	28.9%
Total Able to Work	3,553	1,831	1,294	790	442	1,066	1,535	395	537	817	12,260
Total Unable to Work	1,112	539	288	210	121	256	400	97	193	162	3,378
% of Total Reporting	23.8%	22.7%	18.2%	21.0%	21.5%	19.4%	20.7%	19.7%	26.4%	16.5%	21.6%
Total Reporting in District.....	4,665	2,370	1,582	1,000	563	1,322	1,935	492	730	979	15,638

Table 32 illustrates income and other financial support by district for 1985. According to an annual client based survey consisting of 13,531 clients, average weekly income for all clients gainfully employed was \$223. This yields an estimated \$12,012,279 in total federal, state, and local tax revenues by working offenders under state supervision. Most districts have a 1% wage tax, however, the Philadelphia and Pittsburgh districts represent a higher percentage wage tax. These percentage differences were taken into account when computing state and local tax revenue for individual districts. Clients receiving other financial support shows 10.9% of the total client based population were on public assistance.

**TABLE 32
INCOME, TAXES, AND PUBLIC ASSISTANCE BY DISTRICT FOR 1985**

	Philadelphia	Pittsburgh	Harrisburg	Scranton	Williams- port	Erie	Allentown	Butler	Altoona	Chester	Agency Totals
INCOME AND TAXES											
Average Weekly Income ...	\$ 193	\$ 243	\$ 239	\$ 210	\$ 193	\$ 233	\$ 248	\$ 229	\$ 178	\$ 242	\$ 223
Estimated Annual Earnings Per Capita	\$ 9,677	\$ 12,158	\$ 11,976	\$ 10,521	\$ 9,662	\$ 11,676	\$ 12,396	\$ 11,455	\$ 8,929	\$ 12,134	\$ 11,168
Estimated Federal Tax Revenue	\$1,383,648	\$1,197,041	\$1,110,448	\$545,936	\$247,860	\$1,054,117	\$1,448,562	\$303,363	\$252,544	\$654,950	\$ 8,198,489
Estimated State and Local Tax Revenue	\$1,122,297	\$ 751,995	\$ 373,136	\$203,375	\$ 98,721	\$ 360,259	\$472,594	\$104,761	\$109,181	\$217,471	\$ 3,813,790
Estimated Total Tax Revenue	\$2,505,945	\$1,949,036	\$1,483,584	\$749,311	\$346,601	\$1,414,376	\$1,921,156	\$408,124	\$361,725	\$872,421	\$12,012,279
PUBLIC ASSISTANCE											
Able to Work	366	234	31	31	62	140	50	58	74	20	1,066
Unable to Work	120	88	26	19	11	40	37	15	33	16	405
Totals	486	322	57	50	73	180	87	73	107	36	1,471
% of Total Reporting ...	14.3%	15.4%	3.9%	5.5%	13.4%	12.2%	5.2%	13.8%	16.7%	4.5%	10.9%



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