



**Court of
Common Pleas
of Lancaster
County**

**Adult
Probation &
Parole
Services**

**2015
Annual
Report**

Mission Statement

The mission of Adult Probation and Parole Services is to enforce the mandate of the Court of Common Pleas of Lancaster County by ensuring the legal accountability of those individuals under its supervision. This objective is accomplished through individualized direction, client centered goal coordination, the effective use of community-based resources and the swift and consistent administration of prescribed sanctions.

ESSENTIAL VALUES

We believe that protection of the community is paramount.

We believe that each person is responsible for his or her own behavior and must be held accountable as a member of the community.

We believe that people in our charge can change for the better and that we can be instrumental in providing opportunities and resources to direct that change. We believe that everyone is entitled to be treated with dignity and respect.

OPERATIONAL GOALS

To provide the greatest likelihood of success for the individuals under our supervision, consistent with the safety of the community, through the use of restorative alternatives and corrective sanctions. To exercise the authority with which we have been entrusted with equality and discretion.

To perpetually evaluate and adjust program services to best reflect our values and achieve our mission.

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Welcome Message from the Director

Welcome to the Lancaster County Adult Probation & Parole Services 2015 Annual Report. I hope you find the information contained in this report, informative as we have done our best to include significant highlights from 2015. These highlights include department-wide outcomes, accomplishments, and goals that we continue to work toward.

Operating under the Judicial branch, our mission is to enforce the mandate of the Court of Common Pleas of Lancaster County. To carry out this mission, we strive to provide the best supervision services possible utilizing accepted best practices in the field of community corrections. Inherent in these “best practices” is utilizing our existing resources in the most effective and efficient manner possible while still accomplishing our core mission. Doing so continues to be increasingly challenging as the department’s workload steadily increases. However, the professional women and men working in this department always rise to the variety of challenges that each day brings. I am truly proud, honored, and humbled to work with the staff of Lancaster County Adult Probation & Parole Services.

In 2015, we experienced a number of challenges and changes including an unprecedented number of department vacancies due to hiring freeze, budget challenges, etc. With these challenges have come some positive changes that I believe position the department well as we move forward.

Looking ahead, 2016 has already presented challenges and I’m sure will continue to do so. In addition to the department’s on-going efforts to provide effective community supervision, a major focus of 2016 will be continued implementation of evidence-based practices to include additional staff training and implementation of cognitive-behavioral programming for individuals under our supervision.

In conclusion, I’d like to thank the Honorable Dennis E. Reinaker, President Judge and Mark M. Dalton, District Court Administrator for their on-going support of Adult Probation & Parole Services. Thank you to the department leadership team and staff for your hard work and dedication. Special thanks to Amy L. Coleman, Administrative Analyst for her excellent work on this report!

Respectfully,

Mark

Organizational Chart

LANCASTER COUNTY
COURT OF COMMON PLEAS
ADULT PROBATION & PAROLE SERVICES



PRESIDENT JUDGE
Dennis E. Reinaker

DISTRICT COURT ADMINISTRATOR
Mark M Dalton

Effective 3-7-16

Mark Wilson
Director
APPS

Mike Hansberry
Deputy Director
Office of Supervision Services

Teri Miller-Landon
Deputy Director
Office of Administrative Services

Vicki Parker
Division Director
General Supervision Services

Brett Cole
Division Director
Special Supervision Services

Justin Chimics
Supervisor
Pre-Parole Unit

A.Hinkel IPO
D. Burns - PO Sr.
B. Brown - POSr
R.Claugh - PO Sr.

Joseph Schauben
Supervisor
MaxMed Caseloads

J. Madara - PO Sr.
M. Sangrey - PO Sr.
VACANT - PO
C.Nankerville - PO
K.Decker - PO
J. Pyfer - PO
M. Hoover - PO
A. Keith - PO
S. Williams - PO

Jennifer Luciano
Supervisor
MaxMed Caseloads

D.Eckman - PO Sr.
M. Forney - PO Sr.
M. Rettew - PO Sr.
J. Nissley - PO Sr.
L. Tascione - PO Sr.
P.Pronick - PO
T. Boyd - PO Sr.
K. Wheeler - PO
M. Worthing - PO

Scott Carabin
Supervisor
Central Intake Unit

A.Blankenmeyer- ISS
M. Olivera - ISS
C. Rivera - ISS
K. Rodriguez - ISS
T. Spinello - ISS
E. Valentin - ISS

Matt Haines
Supervisor
Assessment Unit

P. Arnold - PO Sr.
J. Bonser-Ott - PO Sr.
M. Visco - PO Sr.
S. Montgomery - PO Sr.
L. Pyle - PO Sr.
VACANT - PO Sr.
D. Foster - PO Sr.
J. Fatcher - PO Sr.
J. Selby - PO Sr.

Terri Carr
Supervisor
MaxMed Caseloads

J. Breckenmaker - PO Sr.
R. Brown - PO Sr.
B.Jenks - PO Sr.
C.Seda - PO Sr.
J. Thomas - PO
R. Todd - PO Sr.
E. Brandes - PO
E. Buckwalter - PO
D.Pyne - PO Sr.

Michael Flaud
Supervisor
MaxMed Caseloads

J. Dittenhafer - PO Sr.
C.Figueroa - PO Sr.
U.Fiorill - PO Sr.
R.Nettleton - PO Sr.
F. Presley - PO Sr.
B.McGrew - PO Sr.
D.Orme - PO
A.Ellison - PO
V. Brown - PO Sr.

Linda Waller
Supervisor
Sex Offender Unit

A. Cruz - PO Sr.
A. Livingston - PO Sr.
S.MacDerment - PO Sr.
M. Shaffer - PO Sr.
D. Warner - PO Sr.
A.Vazquez - PO Sr.

Matt Bryner
Supervisor
EMU/Transfer Unit/Low
Risk Caseloads

A.Barnett - PO Sr.
A.Donnell - PO Sr.
K.Nakagawa - PO Sr.
L. Thomas - PO Sr.
D.Bodnar - PO Sr.
C. Ebersole - PO
Q. Maddox - PO
M. Torres - PO Sr.
A. Woods - PO Sr.
E. Bryner - PO Sr.

Jason Soboleski
Supervisor
Re-Entry Unit

B.Dungan - PO Sr.
J. Hackman - PO Sr.
S.Hazard - PO Sr.
J. Jones - PO Sr.
S. Shields - PO Sr.
S. Claar - PO Sr.
M. Gage - PO Sr.

Karen Andreadis
Specialty
Courts Coordinator

R.Wentzel - PO Sr.
M. Krout - PO Sr.
M. Arnold - PO Sr.
E. Andrew - PO Sr.
J. Grippo - PO Sr.
K. Givler - SS
C. Driedger - PO Sr

Deric Lilly
Supervisor
SOS Units

S.Glatfelter - PO Sr.
G.Mueller - PO Sr.
L. Walton - PO Sr.
L. Elser - PO Sr.
VACANT - PO Sr. (Josh)
VACANT PO Sr. Tx Liaison

VACANT
Supervisor
DV Unit

J. Ahrens - PO Sr.
E. Coar - PO Sr.
D.Hartlove - PO Sr.
VACANT - PO Sr.
M. Sawdey - PO Sr.
VACANT - PO Sr.
B. Cullen - PT
M. Stein - PT
B.Bryner - PT
A.Vazquez - PT

Chris Reed
Supervisor
Collections Enf. Unit

VACANT - PO Sr.
D.Sigman - PO Sr.
A. Wagner - PO Sr.
C. Donado - PO Sr.
R. Fisher - SS
R. Cook - Coll. Mgr
VACANT - Acct Clerk
T. Evans - Acct Clerk
W. Lowden - Acct Clerk

Amy Coleman
Administrative Analyst

Sabria Alsina
Mgr of Support
Operations

VACANT - SS
B.Cuervo - SS
M. Elsen - PT SS
M. Figueroa - SS
VACANT - SS
A.Orr - Sensenig - SS
VACANT - SS
A. Rivera - SS
L. Stewart - SS
VACANT - SS

Kim Thomas
Business Manager

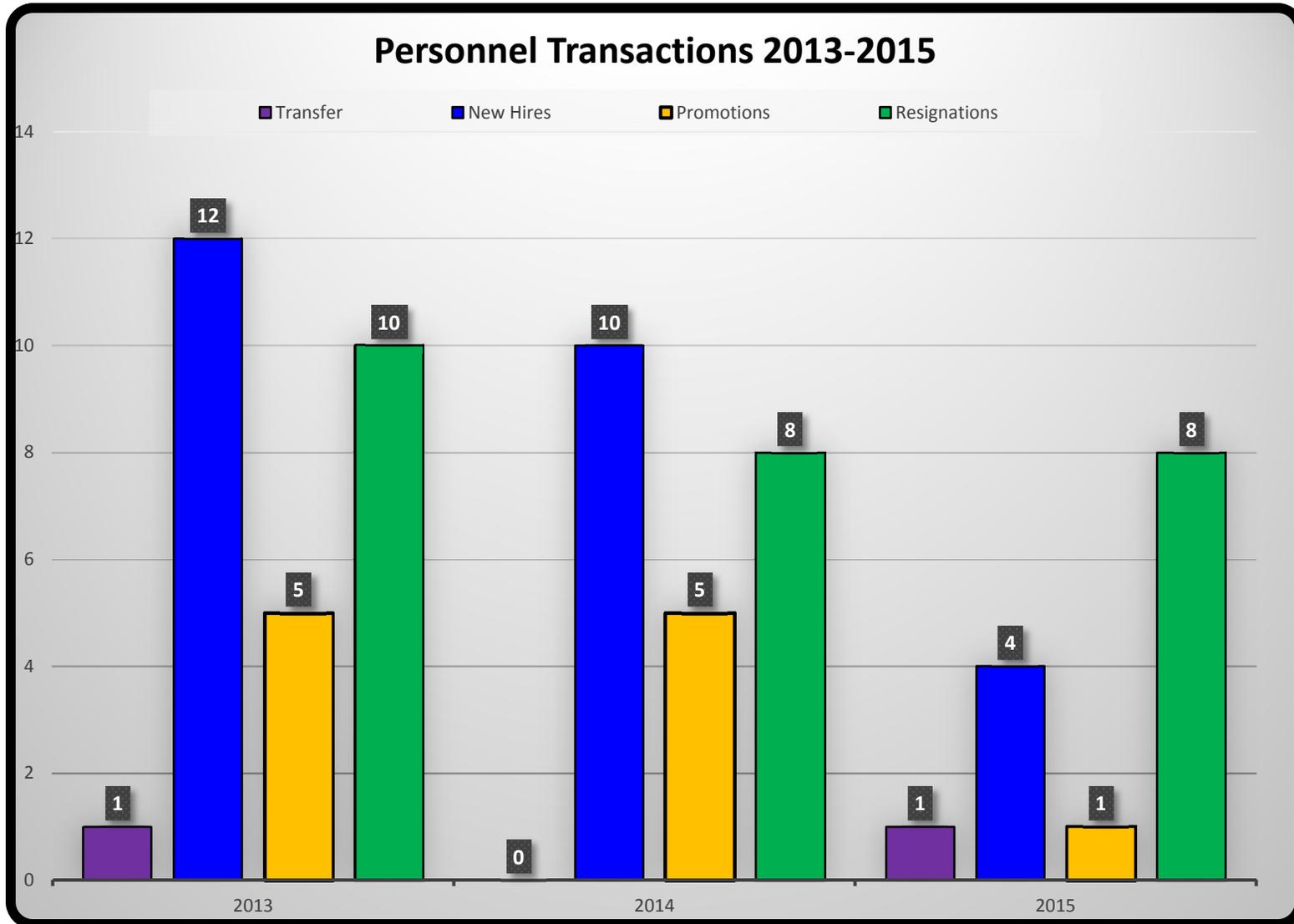
Section I – Agency Review

Staff Management

Position Description	
Chief	1
Deputy Chiefs	2
Division Directors	2
Supervisors	15
PO II	77
PO I	17
Support Staff	11
CEU Support Staff	1
Intake Support Staff	6
Account Clerks	3
Admin Staff	3
Total	138

Section I – Agency Review

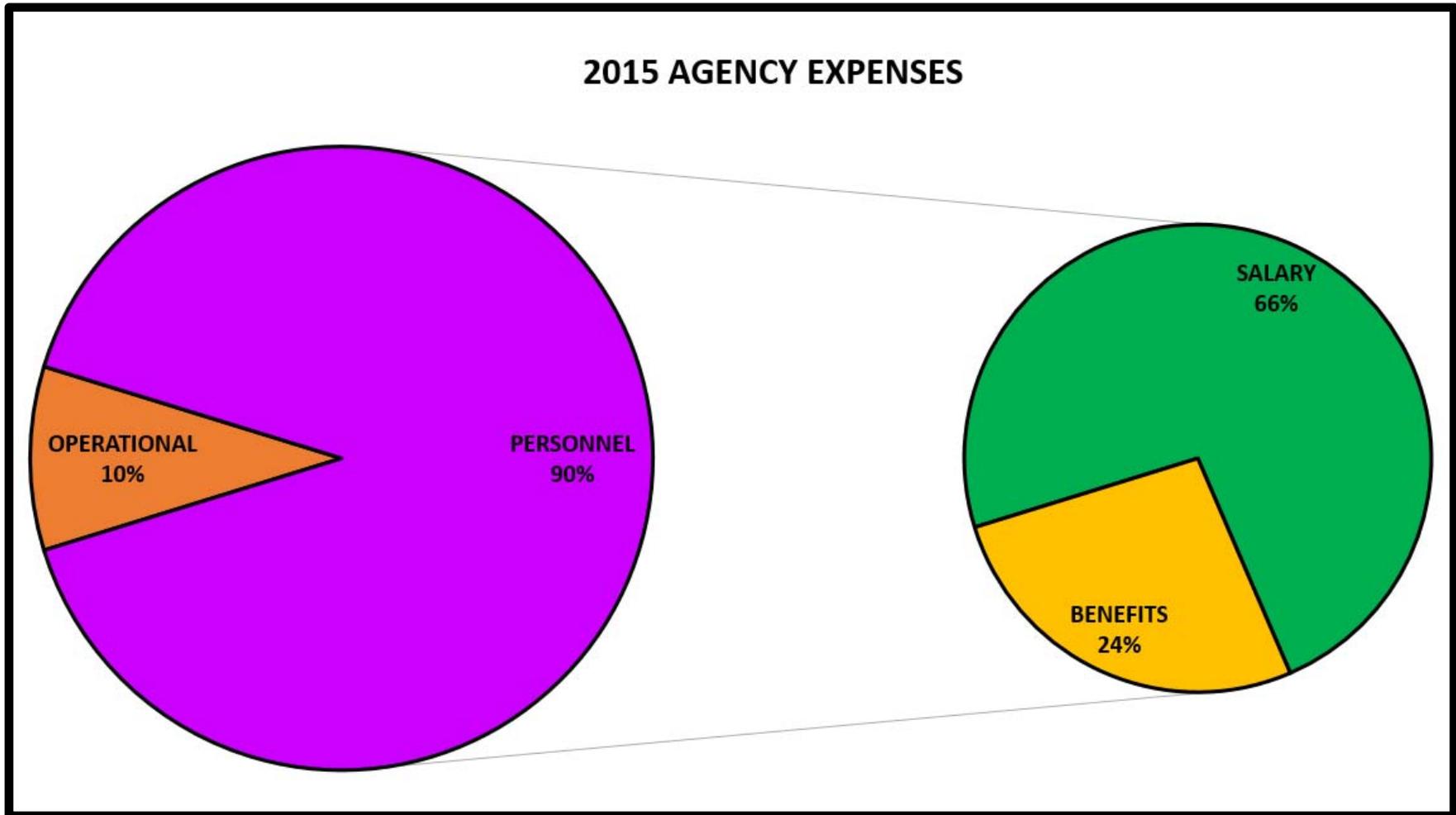
Staff Management



In 2015, there were 4 New Hires, 1 Promotion, 1 Transfer and 7 Resignations (includes retirements).

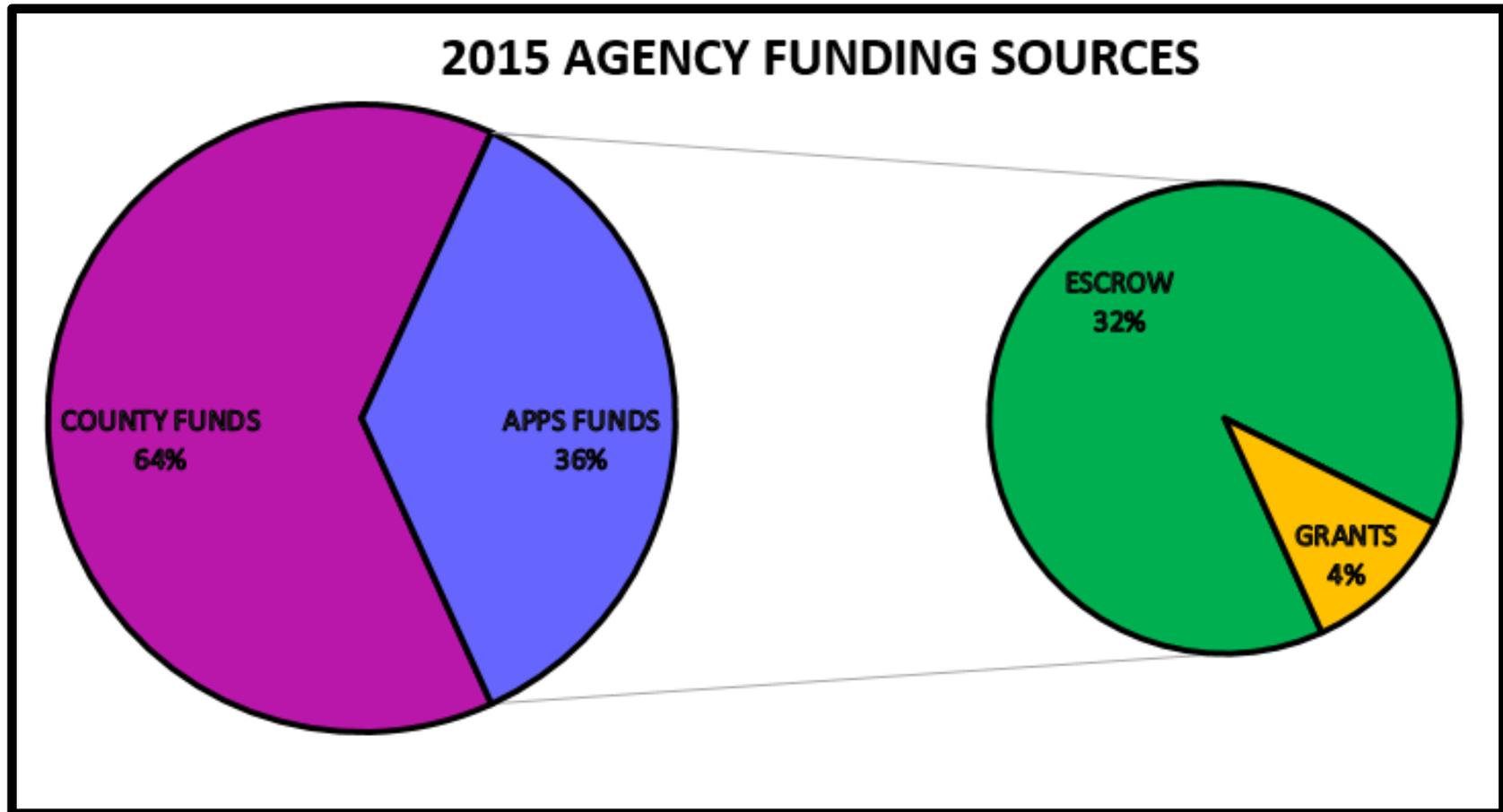
Section I – Agency Review

Fiscal Management



Section I – Agency Review

Fiscal Management



Section I – Agency Review

Training & Staff Development

In 2015, APPS staff logged a total of 8,166 hours which calculates to 340 24-hour days.

The training hours included:

- All mandatory trainings for each staff position classification.
- Two Probation Officers who attended the Pennsylvania Board of Probation & Parole Board Basic Training Academy and the Mentor Trainer sessions.
- Special Intervention Unit mandatory trainings.

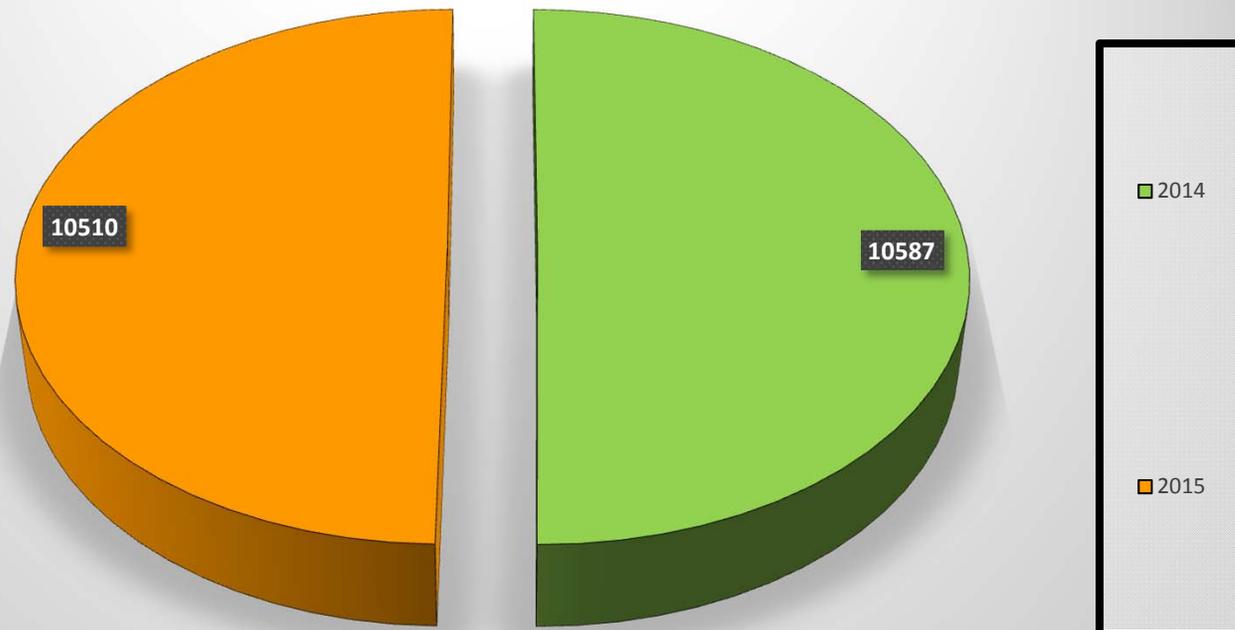
Section II – Client Population

As of December 31, 2015, APPS supervised 10,510 clients.

APPS defines recidivism as occurring when an offender under the supervision of APPS is returned to Court based on either the commission of a new criminal offense and/or a technical violation of the rules and regulations of supervision.

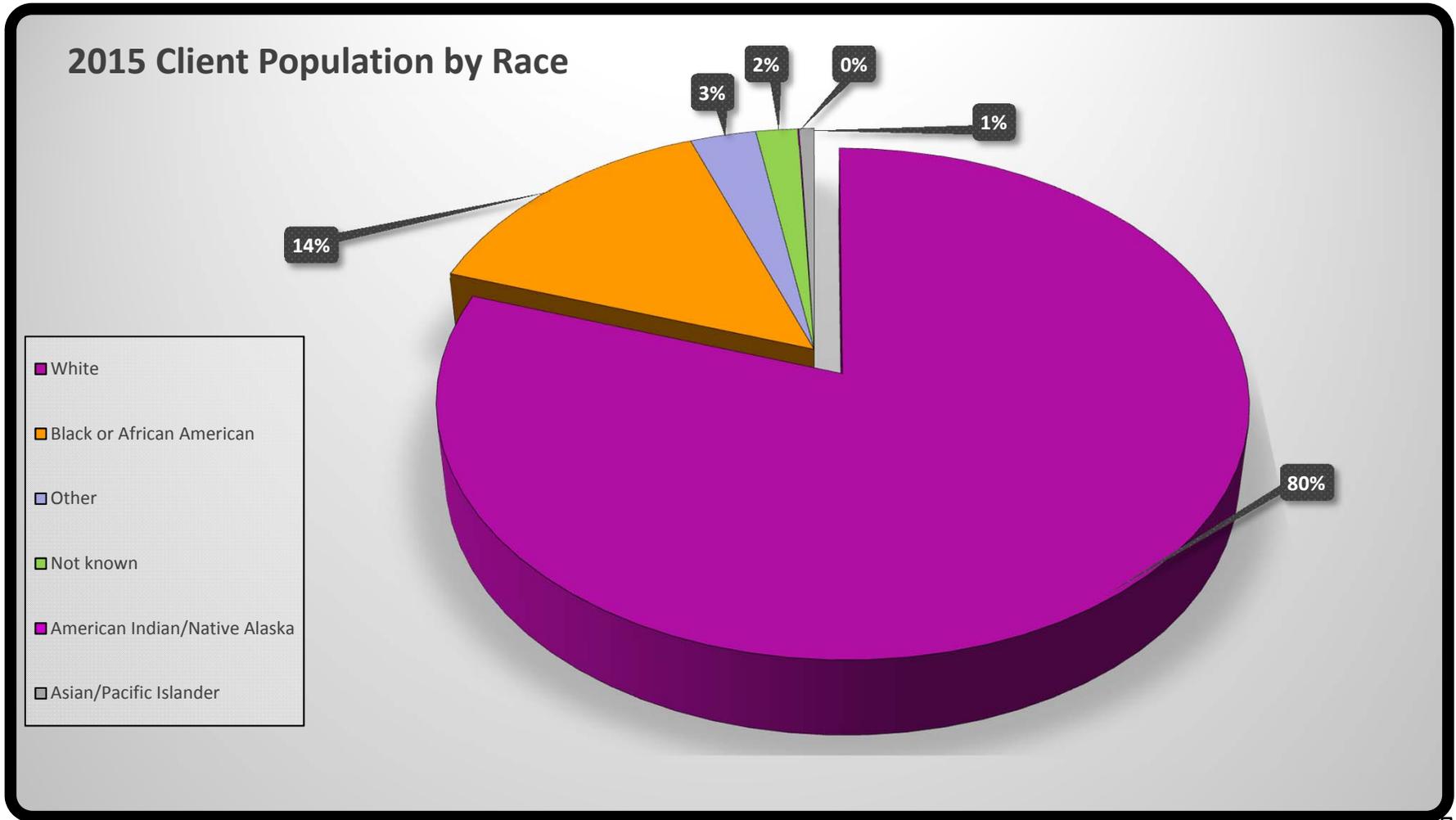
In 2015, APPS processed a total of 2,202 probation/ parole violations. This represents a 21% revocation rate.

2015 Client Population (Active cases per year)



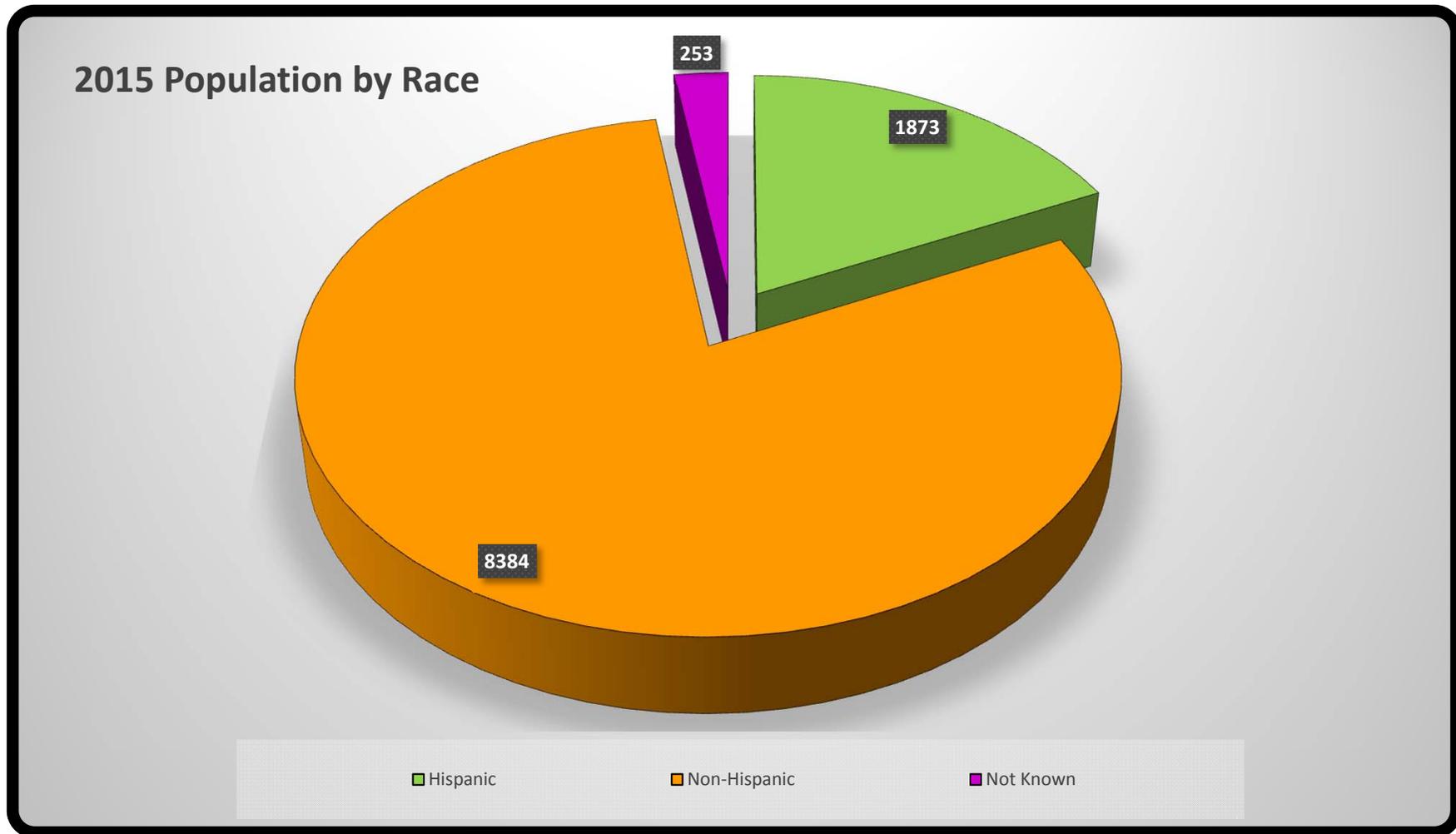
Section II – Client Population

White	Black or African American	American Indian/Alaska Native	Asian/Pacific Islander	Not known	Other	Total
8,631	1,548	6	72	207	46	10,510



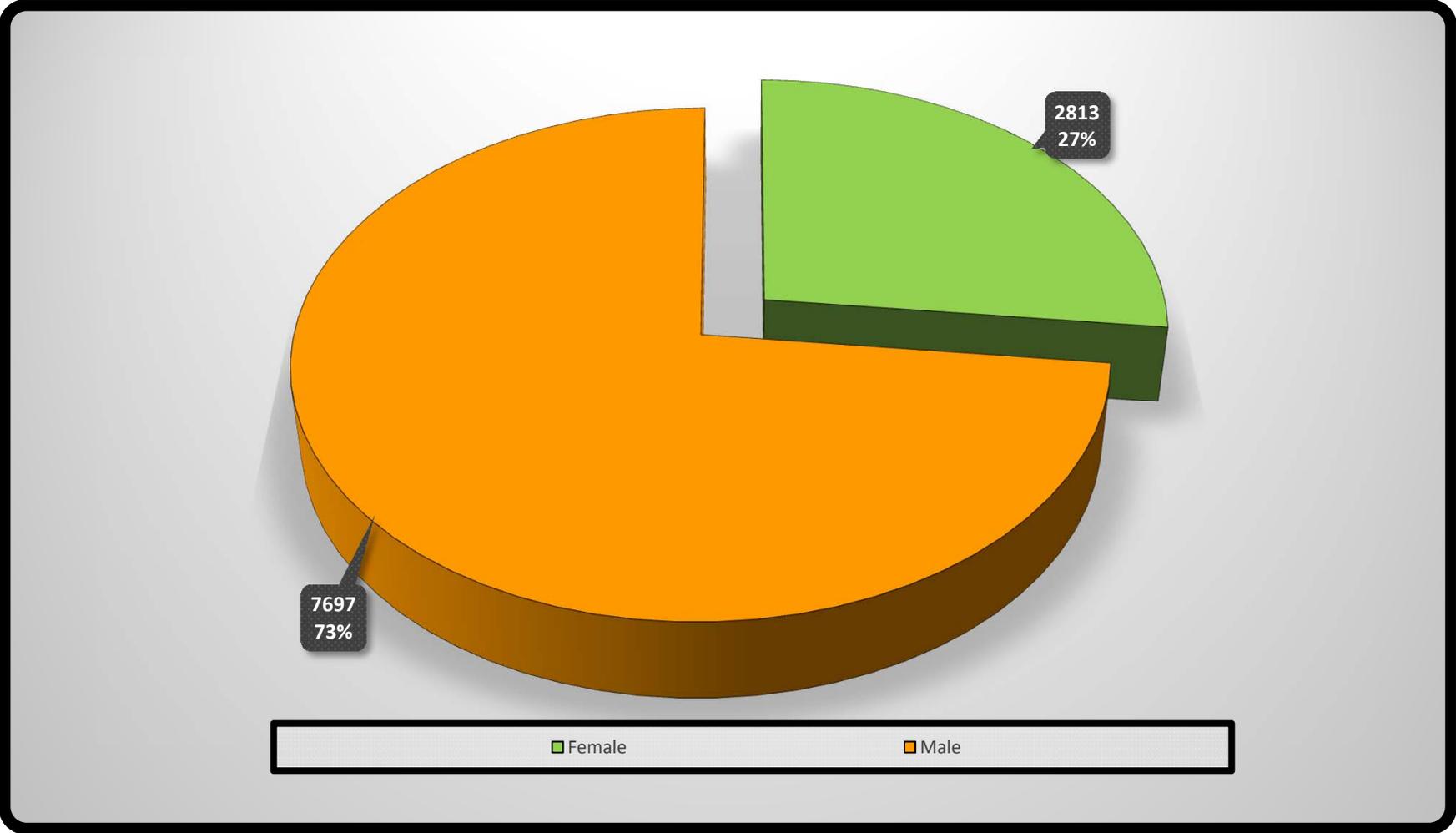
Section II – Client Population

Hispanic	Non-Hispanic	Not Known	Total
1,873	8,384	253	10,510



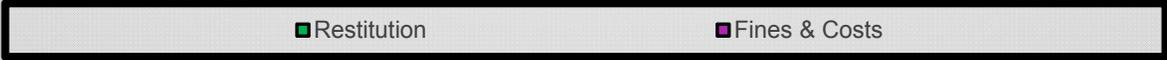
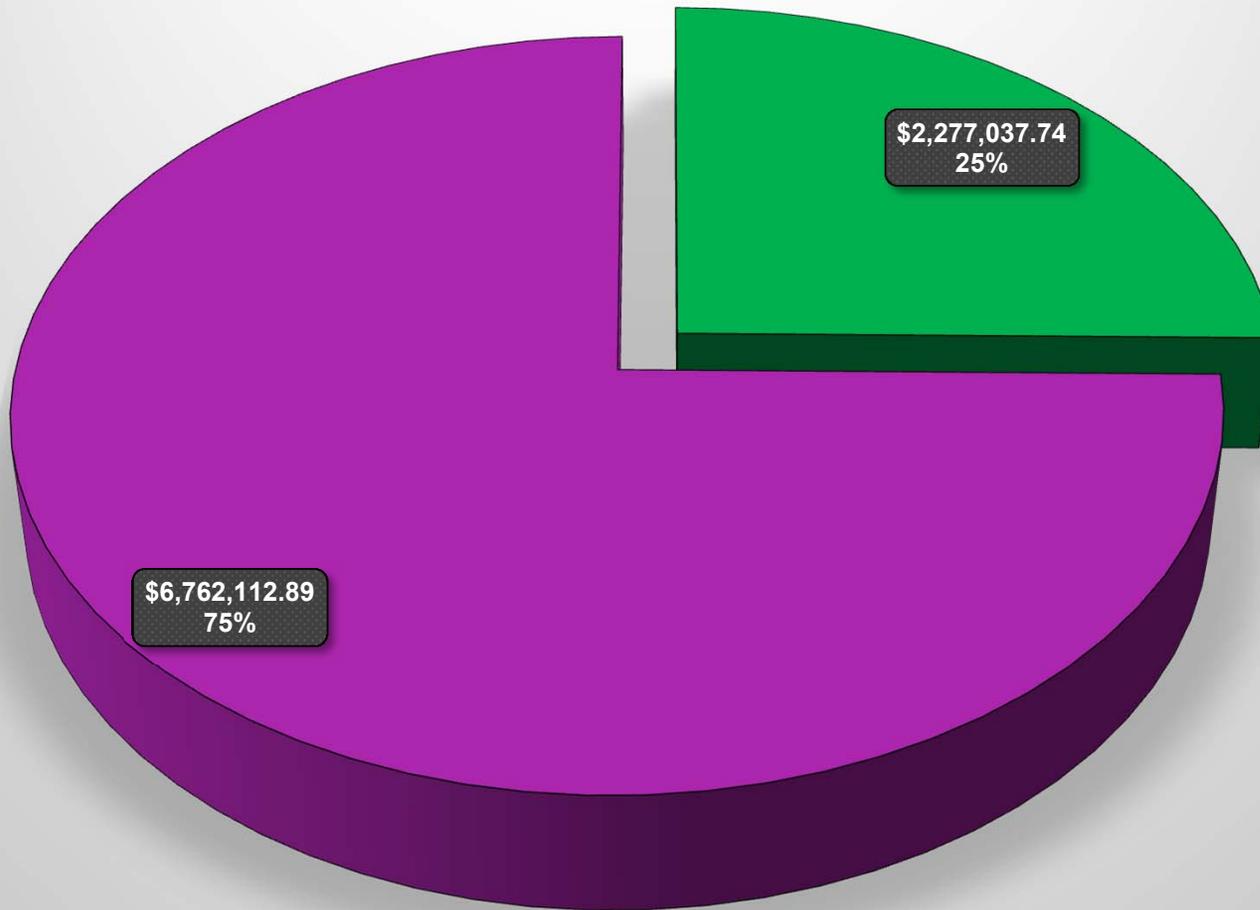
Section II – Client Population

Male	Female	Total
7,697	2,813	10,510



Section III - Workload & Outcomes:

Total 2015 Collections: \$9,039,150.63:
(Increased \$189,426.50 from 2014)



Section III - Workload & Outcomes

INVESTIGATION OR REPORT	Number Completed
Accelerated Rehabilitative Disposition (ARD)	872
Court Reporting Network (CRN) Evaluations	1327
Intermediate Punishment Assessments	250
Pre-Parole Intakes without petitions	986
Parole w/Petitions	305
Pre-Sentence	291
Psychiatric/Psychological Evaluations *We do not perform the evaluations, however, we have a determination process for referring clients to have an evaluation.	165
Intakes	5772
DV Group Assessments	73
LSI-R Assessments	1536
LSI-R Re-Assessments	786
MH/MR Case Assessments	166
Static 99/Abel Assessments *	0
DNA Collection and Fingerprinting	166
Criminal History Record Information	2249
TOTAL	14944

Section III - Workload & Outcomes

Number of substance abuse tests that were administered in 2015: 9300

Number of substance abuse tests that were clean in 2015: 6,668 (72% clean)

Number of offenders who were placed on Electronic Monitoring in 2015: 721 (This is a 31% increase in house arrest cases from 2014).

Number of offenders who were placed on SCRAM (Alcohol) monitoring in 2015: 269 (This is a 12% increase in SCRAM cases from 2014).

	Drug Court	Mental Health Court	Veterans Court
Referred	277	174	40
Graduates	11	4	5
Discharged	36	15	6

Section IV – EBP Implementation

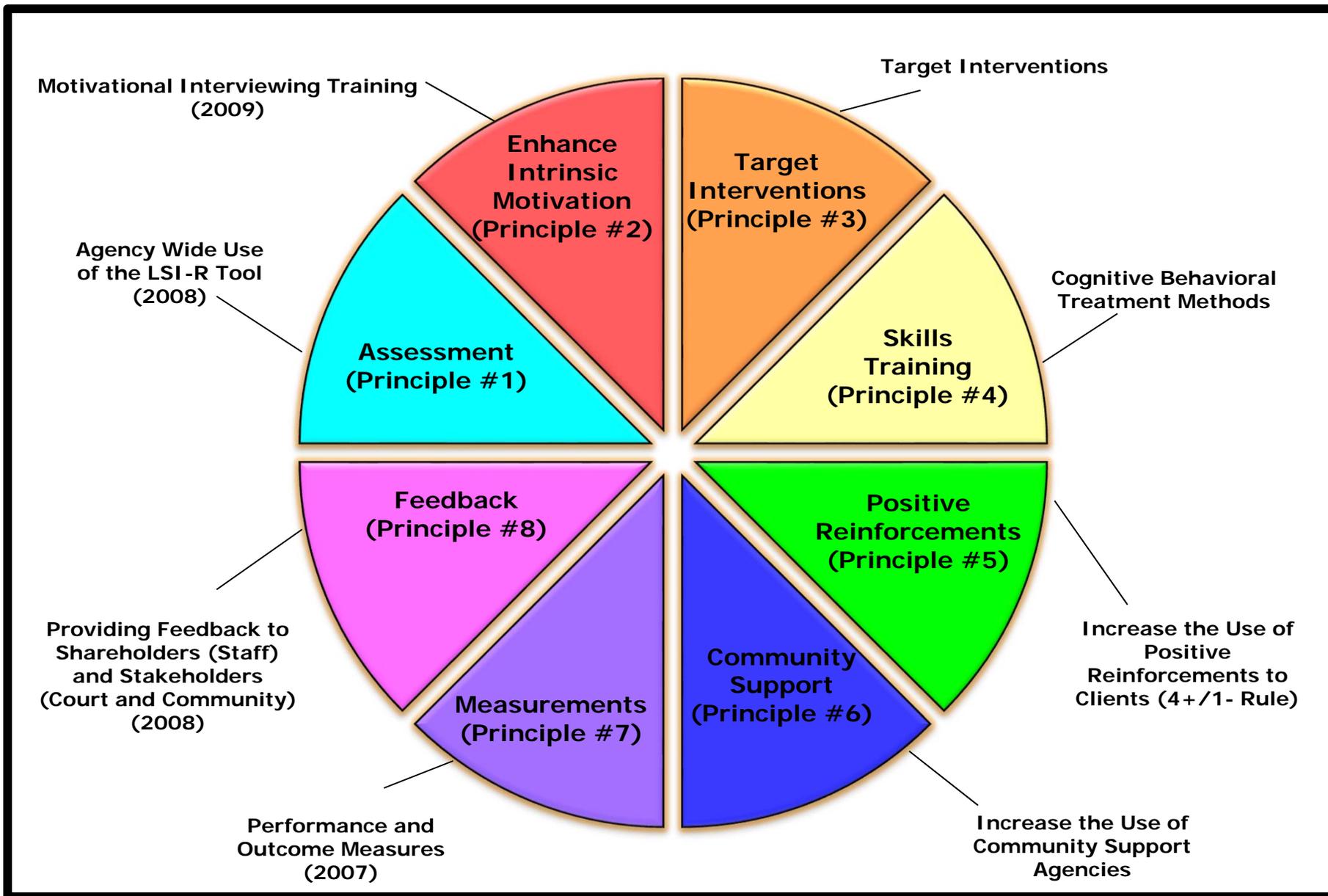
Adopted in 2007 as the Adult Probation & Parole Services' business practice philosophy, Evidence Based Practices (formerly known as the "What Works" Model) for community corrections are those agency practices and offender interventions scientifically proven to be effective at reducing recidivism.

The successful agency wide implementation of EBP is a three to five year process. The chart on the next page represents the implementation of Evidence Based Practices by Adult Probation & Parole Services.

Evidence Based Practices includes the following eight principles as created by the National Institute of Corrections:

1. Actuarial risk/needs assessment.
2. Enhance offenders' intrinsic motivation.
3. Target interventions.
4. Skill train with directed practice.
5. Use positive reinforcements.
6. Engage ongoing support in natural communities.
7. Measure relevant processes and practices.
8. Provide measurement feedback.

Section IV – EBP Implementation

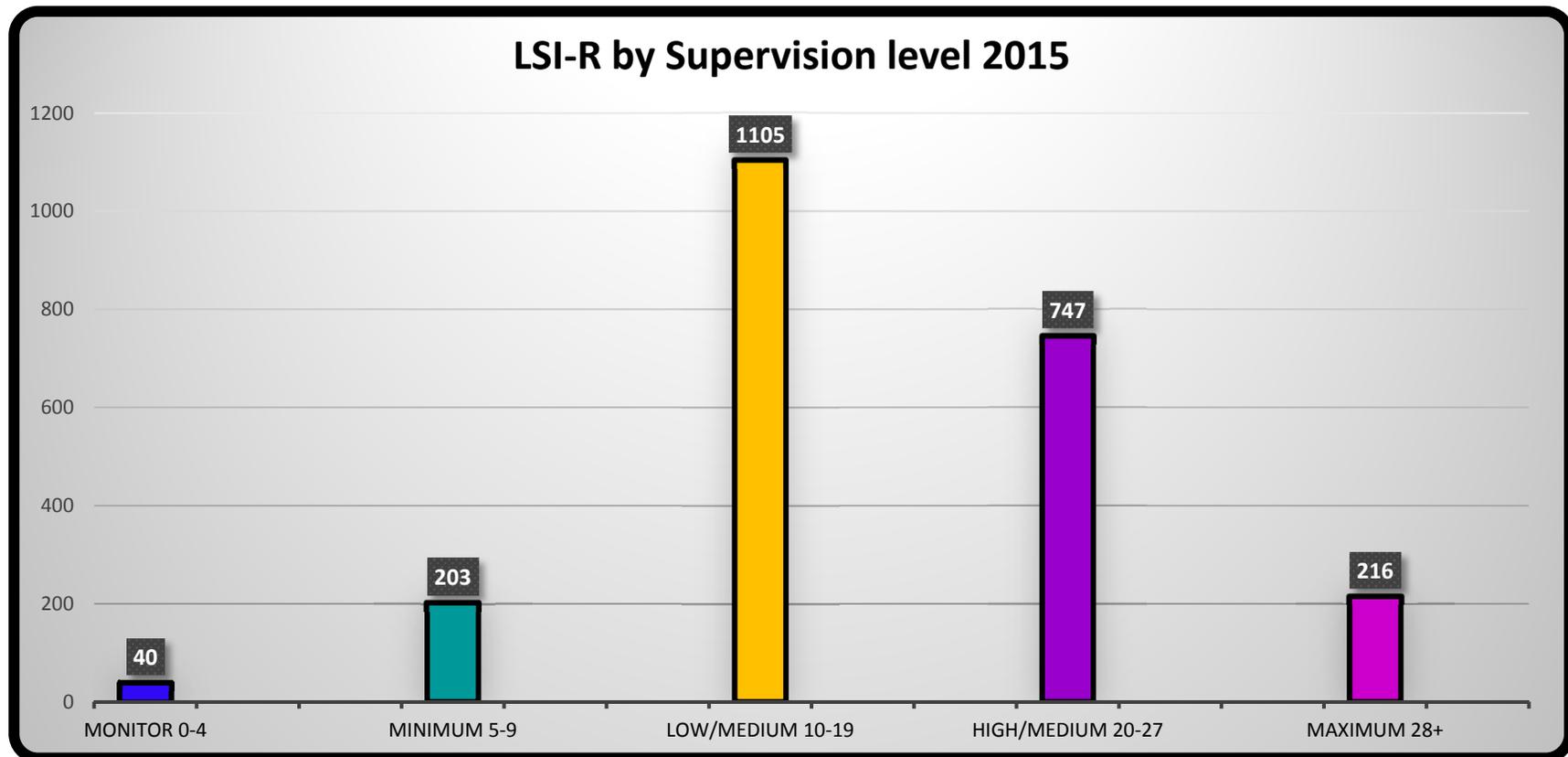


Section IV – EBP Implementation

Principle #1 – Assess Actuarial Risk/Needs

In 2015, APPS continues to use the Level of Service Inventory-Revised (LSI-R) as the risk/needs assessment tool.

In 2015, 1,474 LSI-R assessments and 837 re-assessments were completed.



Section IV – EBP Implementation

Principle #3 – Targeting Interventions

As APPS management received feedback on the LSI-R scores, the number of clients in each supervision level was formed. While not all APPS active clients have not had an LSI-R assessment completed, with the available information, management can move forward in creating caseloads based on supervision level and workload expectations for each supervision level.

Principle #4 – Train for Skills with Directed Practice

In 2015, APPS was in the process of developing a plan for implementation a cognitive behavioral intervention program.

Principle #8 – Feedback

In 2016, the 2015 APPS Annual Report was distributed to staff, the Court of Common Pleas and numerous stakeholders.

The agency held five General Staff Meetings. Divisions and units continue to hold monthly staff meetings as well. All pertinent information was made available to all staff on Probation Matters in 2015.

Section V – Accomplishments & Goals

The department's primary focus in 2015 has been on its core mission and responsibilities as the enforcement arm of the Court of Common Pleas of Lancaster County. Specifically, this mission is enforcing the mandate of the Court and protection of the community. In 2016, this will continue to be the department's primary focus.

Secondarily, APPS will continue to build on the 2015 accomplishments and work toward the 2016 goals as outlined below:

2015 Accomplishments

- Developed agency/building Active Shooter Plan.
- Developed/implemented Critical Incident Policy.
- Launched first pilot group of day reporting center.
- Continued to review and adjust department structure to insure efficient and effective delivery of supervision.
- Refinement of supervision policies and procedures to promote consistency and professionalism.
- Refinement of administrative policies and procedures to promote consistency and professionalism.

Section V – Accomplishments & Goals

- Continued to refine business practices following implementation of new Unified Case Management (UCM) system.
- Continue to solidify department-wide communication, dissemination of information, and chain of command protocol pursuant to new organizational structure.
- Resume implementation of eight principles of Evidence Based Practices for community corrections agencies.
- Developed standard procedure for mental health assessments.
- Revised APPS offender alcohol use policy.
- Develop/implement policy regarding transporting physically disabled detainees and children requiring car seats.
- Revised “Conditions Orders” document for use at sentencing.
- Develop staff training regarding Courtroom management/advocacy.
- Implemented revised Non-Custodial policy.
- Implemented revised firearm carry policy for Special Intervention Unit.

Section V – Accomplishments & Goals

2016 Goals

- Continue implementation of eight principles of Evidence Based Practices for community corrections agencies.
- Implement cognitive-behavioral intervention groups for offenders.
- Train all APPS professional staff in “Four Core Competencies” for community corrections professionals.
- Train and implement EPICS (Effective Practices in Community Supervision) skills training for all professional staff.
- Institute de-escalation skills training.
- Gather/analyze results of offender risk/needs assessments to insure efficacy of risk-based supervision model and verify effectiveness and efficiency.
- Implement PV Review Panel to analyze violations processed by department.
- Continue to review policies & procedures surrounding probation/parole violation decision-making.
- Continue to review policies & procedures regarding collections enforcement practices.

APPS Collective Leadership



Photograph by Dana Pyne

Last Row (L-R) – Chris Reed, Justin Chimics, Matthew Haines, Matthew Bryner, Brett Cole, Jason Soboleski, Scott Carabin

2nd Row (L-R) – Amy Coleman, Sabria Alsina, Karen Andreadis, Jennifer Luciano, Terri Carr, Kim Thomas, Linda Waller, Joe Schahren, Vicki Parker

Front Row (L-R) – Mike Hansberry, Mark Wilson, Teri Miller-Landon

Not Pictured – Michael Flaud, Deric Lilly

Credits

**LANCASTER COUNTY
COURT OF COMMON PLEAS
ADULT PROBATION & PAROLE SERVICES**

**DENNIS E. REINAKE
PRESIDENT JUDGE**

**MARK M. DALTON
DISTRICT COURT ADMINISTRATOR**

**MARK J. WILSON
DIRECTOR**

**JAMES T. HANSBERRY
DEPUTY DIRECTOR**

**Teri Miller-Landon
DEPUTY DIRECTOR**

Closing Statement

Thank you for reading the Court of Common Pleas of Lancaster County Adult Probation & Parole Services 2015 Annual Report. Many thanks to everyone who contributed the information to make this report possible.

This report is intended for the use of Adult Probation & Parole Staff Members. Unauthorized use or distribution of the material set forth in this document is prohibited without the consent of the Director of Adult Probation & Parole Services.

If you have any further questions regarding the information submitted in this report, please contact Mark J. Wilson, Director of Adult Probation & Parole Services.

Thank You!