

Part 1 – Agency Profile

Agency Overview

The Idaho Commission of Pardons and Parole was established in 1969 and operates under Idaho Code 20-223. The Commission is staffed by thirty-one full time employees, and one 19 hour temporary employee. The Executive Director is appointed and serves at the pleasure of the Governor. Within the organization there are three supervisors that answer to the Executive Director. These positions include a Hearing Officer Manager, Support Staff Manager and a Hearings Manager.

The Hearing Officer Manager oversees all of the hearing officers employed by the Commission. These officers include institutional hearing officers and violation hearing officers, and the hearing officer assistants (2) for the institutional and revocation officers. There are presently seventeen hearing officers. The Commission has an FTP of eighteen officers, one position is currently unfunded. The officers include thirteen institutional hearing officers. These officers see offenders that are preparing to be released onto parole. Four of the hearing officers are in the revocation section. These officers handle cases of offenders that have been released to parole and have violated their parole and are being heard to determine if they will continue on parole or will have to return to prison to complete their sentence.

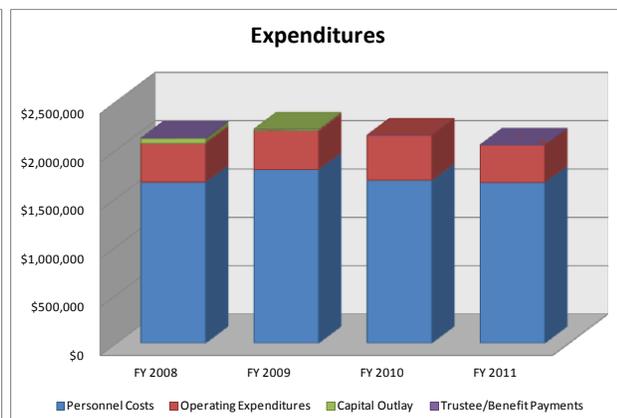
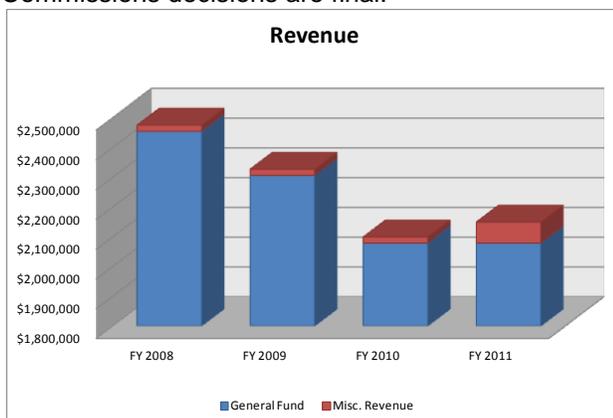
The Hearings Manager oversees four employees. This department schedules all the hearings for the year, posts decisions made by the Commission, and in general supports the Commission in the running of the parole hearings.

The Support Staff manager oversees the support staff. This person is in charge of the staff that deals with the public and production of the parole contracts to inmates that are set to be released.

Although the Commission does not currently have a Management Assistant position, a decision unit requesting reinstatement of this position has been submitted in our 2013 budget.

The Legal Assistant deals with legal issues within the Commission. This person also performs functions as dictated by the Executive Director.

There are five Commissioners that serve three year terms of service. These individuals are appointed by the Governor and confirmed by the Senate, and can be re-appointed at the end of their term. These individuals hear cases every month and make the final decision regarding parole releases. The Commissioners are provided information packets by Hearing Officers to assist in their decisions. Three Commissioners meet for two weeks eight times a year and one week four times a year to hear all the cases for offenders that are approaching there Parole Eligibility Date. Every quarter the full Commission meets for one day to decide cases where unanimous decisions could not be reached and to review and possibly hear Pardon and Commutation cases. The Commissions decisions are final.

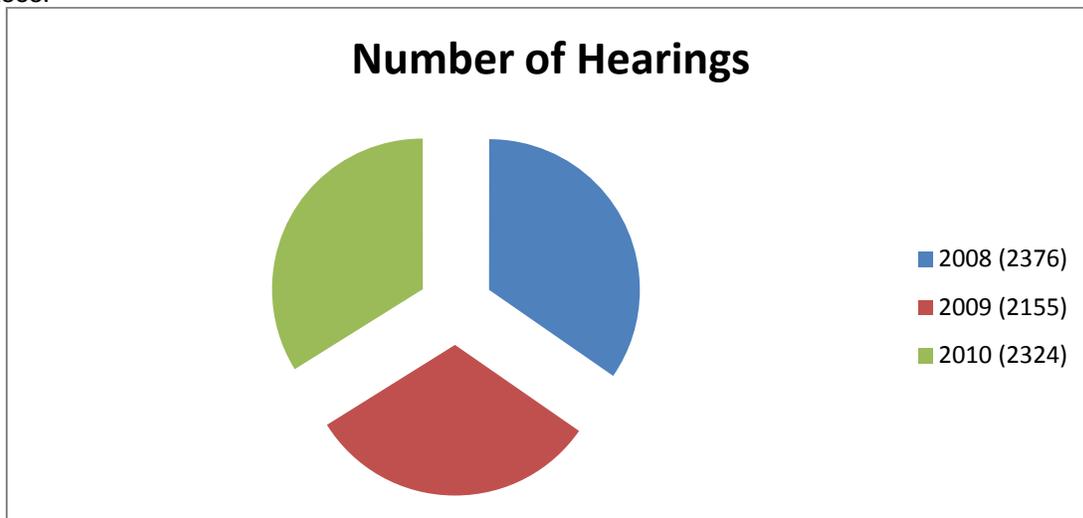


Revenue and Expenditures:

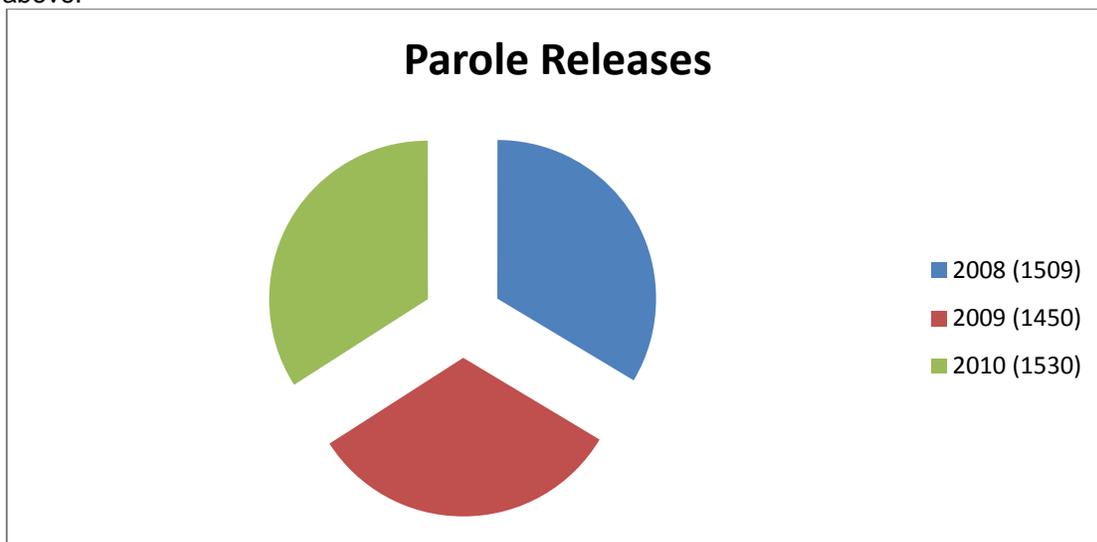
Revenue	FY 2008	FY 2009	FY 2010	FY 2011
General Fund	\$2,453,900	\$2,306,100	\$2,078,400	\$2,078,400
Miscellaneous Revenue	\$20,700	\$20,700	\$20,700	\$70,700
Total	\$2,474,600	\$2,326,800	\$2,099,100	\$2,149,100
Expenditure	FY 2008	FY 2009	FY 2010	FY 2011
Personnel Costs	\$1,664,500	\$1,795,400	\$1,684,000	\$1,661,500
Operating Expenditures	\$401,400	\$402,000	\$465,100	\$387,400
Capital Outlay	\$52,200	\$15,300	\$0	\$0
Trustee/Benefit Payments	\$0	\$0	\$0	\$0
Total	\$2,118,100	\$2,212,700	\$2,149,100	\$2,048,900

Profile of Cases Managed and/or Key Services Provided

Over the past four years the Commission has heard a total of Nine Thousand Two hundred and Eighty One (9,281) cases.



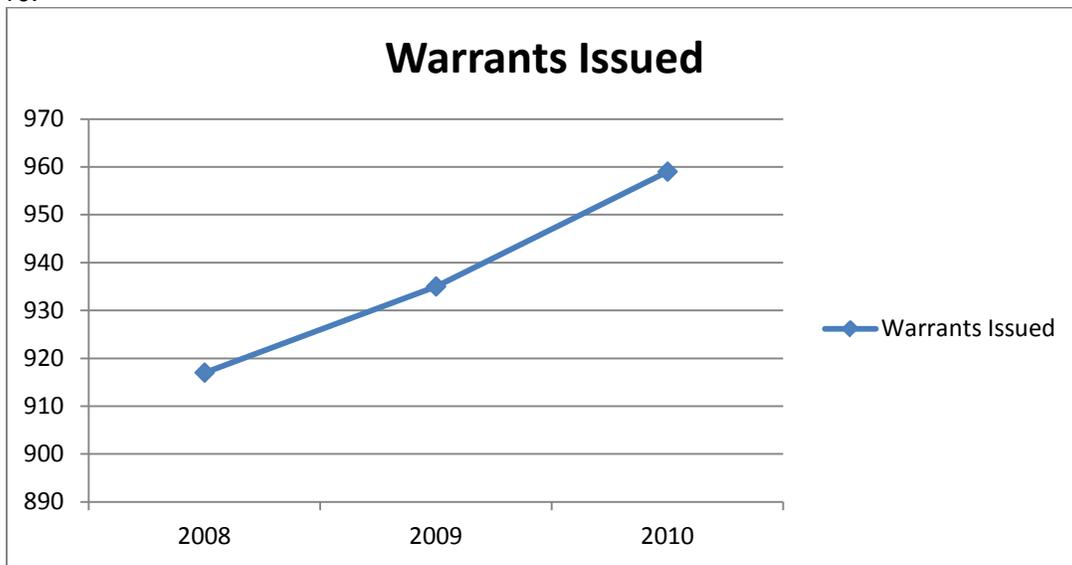
There were a total of Four thousand Four Hundred and Eighty Eight releases (4,488) over the three year period indicated above.



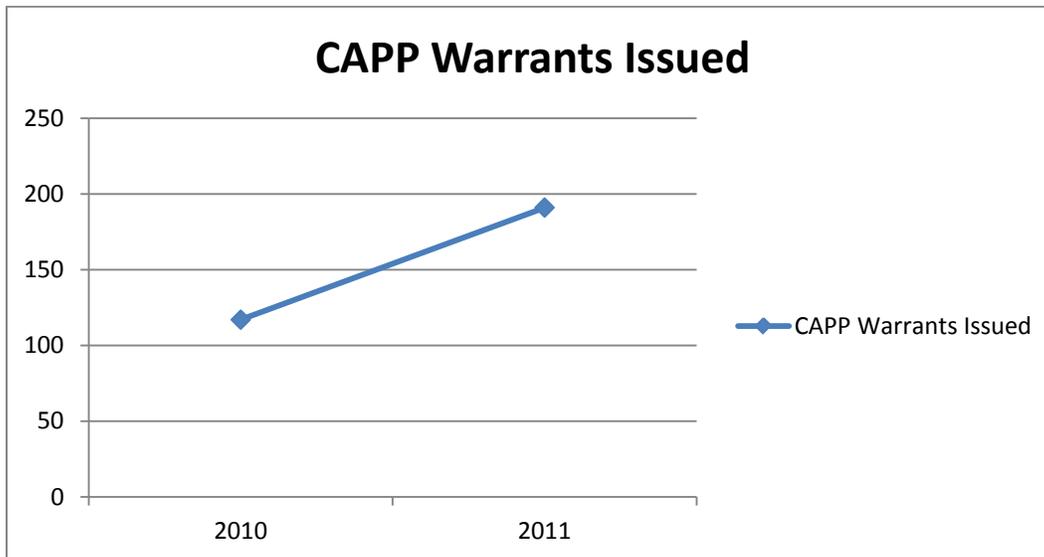
Of the above releases there were Two Thousand Four Hundred and Eight Violation Hearings (2,408).



The Violation Hearings do not tell the whole story as some offenders are awaiting trial on new charges or they have absconded and a hearing has not been set. All of these violations require a warrant to be issued, in the same time frame a total of Two Thousand Eight Hundred and Eleven (2,811) warrants have been issued from 2008 to 2010.



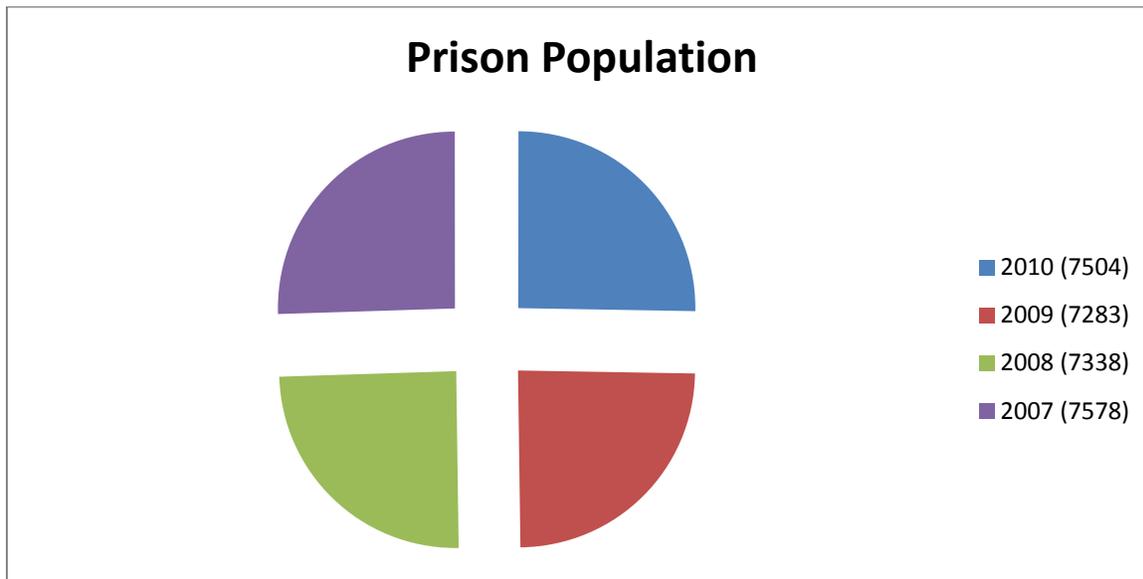
The Department of Correction has worked in concert with the Commission of Pardons and Parole to help ease some of the strain of violations. The CAPP facility has been on-line for approximately 18 months so a full accounting is not possible. The following numbers reflect 2010 to the end of August 2011.



Since CAPP began there have been 189 graduates from the program; of those graduates 69 have violated their parole again and have had new warrants issued. The Commission also has the option of issuing a Warning Letter to the offender, explaining that they need to change their behavior or a warrant could be issued in the future.

Cases Managed and/or Key Services Provided	FY 2008	FY 2009	FY 2010	FY 2011

Performance Highlights:



The above information is to show that the Commission has helped maintain a stable population in the Idaho Prison System. While the number of releases has remained fairly steady over the past three years, the issue of violation warrants has increased and has placed added stress on the Commission staff. The current economic situation has affected our budget. The Commission has been able to keep up with the mandates of Parole Hearings and Releases but other areas have been affected due to the increase of workloads. The Commission is driven by timelines, and is mandated to meet them.

The institutional side is managed by the Commission, Courts and programs offered by the Department of Correction. The institutional cases have not seen significant increases over the past three years, and is not projected to increase by much over the next few years.

Part II – Performance Measures

2011 Performance Measures	2008	2009	2010	2011	Benchmark

Goal: Educate internal and external stakeholders about how the Commission conducts business.

Conduct one annual training in each district of community corrections. Attend POST for probation and parole officers to train new officers in the business of the commission.

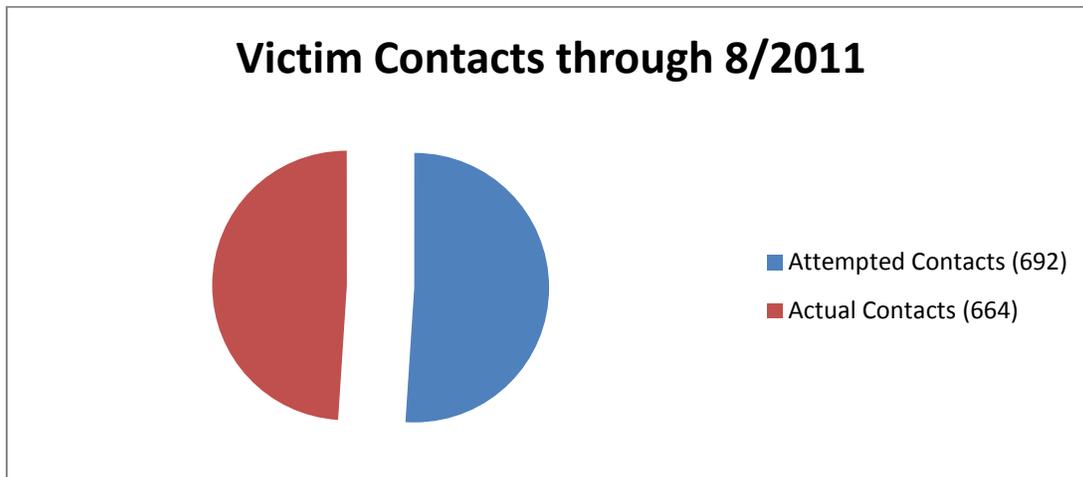
The above measure is a new goal. There is not any data to track at this time; over the next 4 years this data will be collected to determine the effectiveness of this goal.

Goal: Create a data base system.

A decision unit was submitted for the 2013 budget to meet this goal.

This is a new goal and there is not any data available. This goal will be tracked over the next four years to determine the effectiveness of the data bases.

Goal: Make contact with all known victims, and have an 85% success rate of involvement of all known victims.



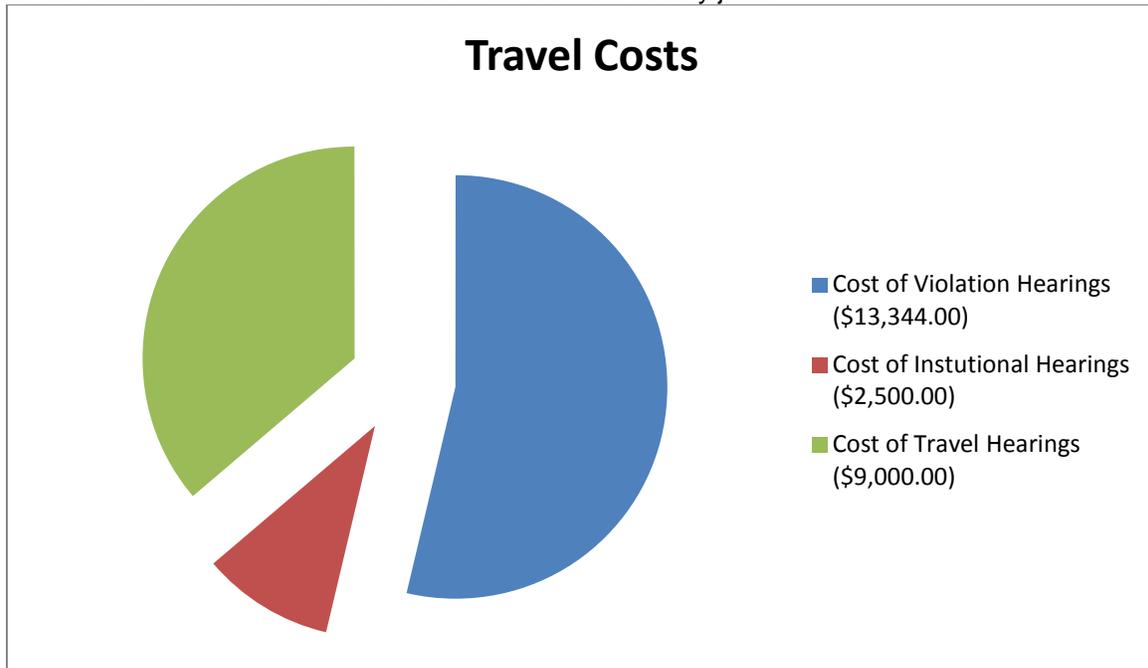
The above graph represents the attempted and actual contacts with victims through August 2011. Through August 2011, 692 attempts were made to contact victims, of those 664 responded. The Commission has a 95% success rate when contacting victims of crimes.

Goal: Reduce the cost of travel for hearings by implementing video hearings for the Hearing Officers.

The Hearing Officers have to travel to remote locations to conduct hearings. The two biggest costs are the travel to Orofino and Pocatello. These Officers have implemented video hearings to conduct business. The cost savings has been significant. We have been able to save the taxpayers approximately \$9,000.00 by having these two officers remain in Boise to conduct hearings via video. Contrast that with the cost of the Violation Hearing Officers that have to travel to remote locations to conduct violation hearings. This cost was approximately \$13,344.00 per year. The majority of the Violation Hearings are conducted in county jails as due process is

required in these cases. The law is clear that the person that is violated on a technical violation has to be heard in the county they were arrested. All offenders have the right to cross examine their accuser (the parole officer) and to present witnesses; it is preferable to conduct most violation hearings in the area where the offender was supervised. Once the hearing is completed they are moved to a state institution, unless they have pending charges.

Lastly, if we are able to conduct regular parole hearings without having to leave our offices we would save on average \$2,496.00 per year in travel costs. Conducting 100% of hearing officer interviews via video is not realistic at this time. There will still have to be some travel to county jails.



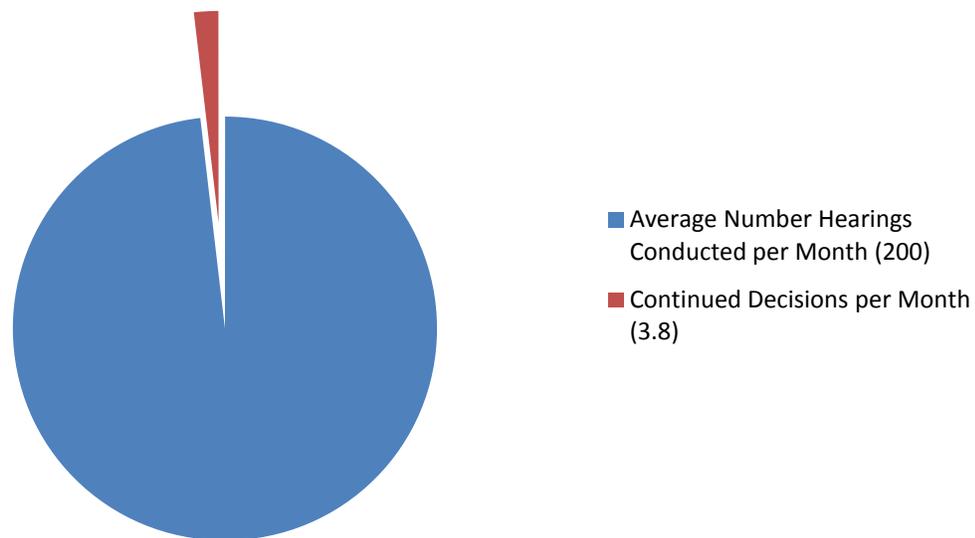
The cost of violation and regular hearings is fairly significant; however we would like to reduce this amount by 25% over the next few years. The savings to tax payers will be significant.

The cost of the travel hearings has been reduced for the most part as two officers conduct hearings via video, which created a cost savings of \$9,000.00 in the first year. In the future the Commission would like to add the local institutional hearings to this list and save approximately \$2,500.00 per year. Cost savings measures have been implemented in the local area already and a cost savings has been realized, as officers are required to conduct no less than 5 hearings on any scheduled day. This cost cannot be quantified at this time due to the Commission becoming a free standing agency on July 1, 2010 and those numbers are not available.

Goal: Process all regular parole hearing decisions by the end of the month in which the hearing was conducted.

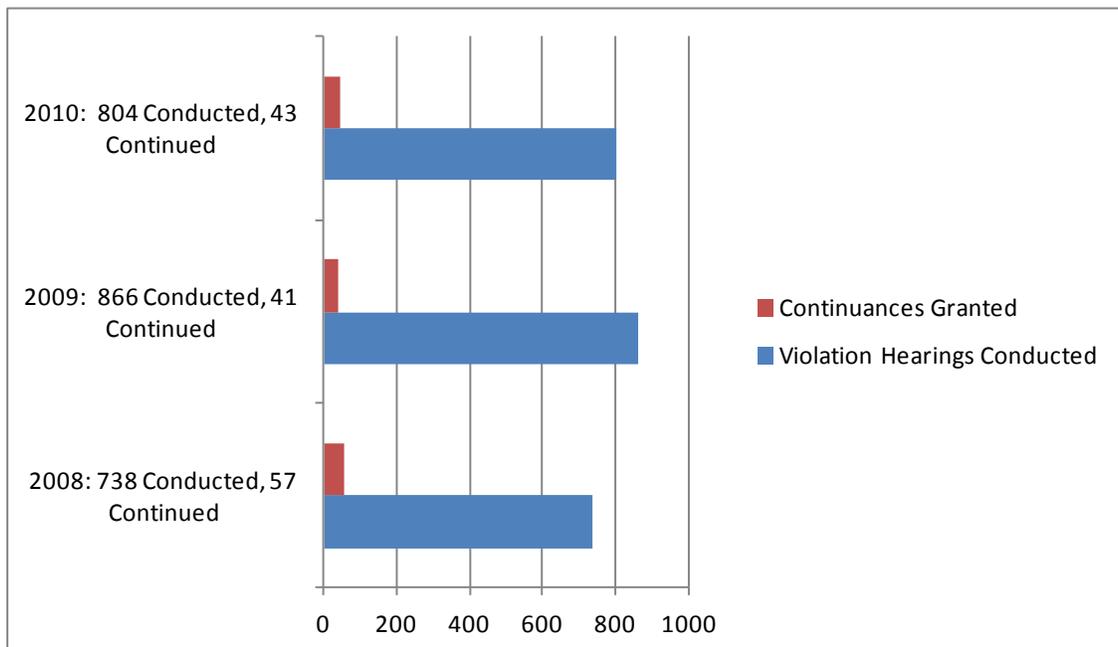
On average the Commission hears 200 regular parole hearings per month. This number does not include violation hearings as those numbers vary. The results are posted by the end of the month. On average 3.8 cases are continued to another month for a number of reasons. The goal is to have 95% of all results posted by the end of the hearing month.

Timelines of all Hearing Decisions



Goal: To have first hearing with the Commission within 45 days of a filed violation.

The target is to have 95% of all violation hearings completed within 45 days after the warrant is issued. From 2008 to 2010 the violation department handled 2,408 violation cases, of those 141 continued their hearing. The Offender has the right to continue his hearing for a number of reasons. This is beyond the control of the violation officer. In the majority of the cases the offender has pending charges or a non-technical violation. The offender may not want to talk about the violation as the information he reveals can be used against him in court.



The number of continuances may seem low; however, they are significant as they add to the caseload of officers traveling out of the Boise area. This will increase the number of hearings a selected officer may have to hear in a given month.

The target is to have 95% of violations heard within 45 days of the issuance of the warrant. We are currently meeting that goal.

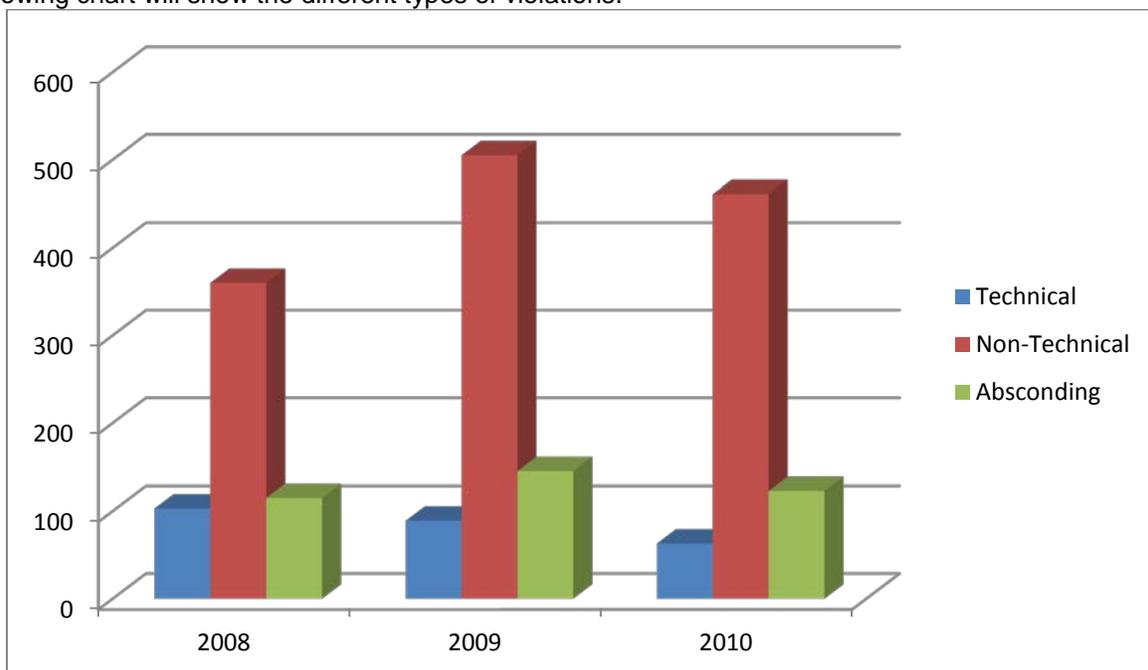
While we are allowed 45 days by law, we are completing these hearings within 30 days of the offender being served with the Commission Warrant.

Goal: Complete all violation hearings within the year that the case was assigned.

This goal focuses on things that are out of the control of the Commission but are important to measure as it requires officers to take on more than assigned cases.

There are three types of violations: Technical, Non-Technical and Absconding. A Technical violation occurs when an offender violates the rules of his parole contract. This can include, using drugs or alcohol, driving when restricted, not attending treatment, failure to pay fines or restitution, and failing to maintain employment. While not an exhaustive list, these are examples. Non-Technical violations occur when the offender is convicted or pleads guilty to new charges. They can be either an infraction, misdemeanor or felony. These cases are subject to continuances as shown on page 8 in the graph. The final one is Absconding, this is when the offender avoids his parole officer or the officer does not know the location of the offender.

The following chart will show the different types of violations.



This chart shows the number of Non-Technical violation have increased substantially. We do not have any control once the offender leaves the prison as we are simply the releasing authority. The number of Non-Technical impacts the business of the Commission as one person is tasked with issuing the warrants, tracking the hearings and communicating with outside stakeholders. The violation officers also have to follow the continuances as the case is still credited to them and is not cleared until the report is completed and the offender is scheduled to be seen by the Commissioners. This is an area of concern due to the increased caseloads carried by the officer. The Commission of Pardons and Parole and the Idaho Department of Correction Education and Treatment Division are working in concert to reduce violations.

Performance Measures Explanatory Notes:

For More Information Contact

Olivia Craven
Pardons and Parole, Commission of
3125 Shoshone
PO Box 83720
Boise, ID 83720
Phone: (208) 334-2250
E-mail: ocraven@idoc.idaho.gov