

Meeting Summary

Following is a summary of issues discussed at the DPSCS—DPP Stat on August 25, 2011. Analysis is provided by StateStat and the Governor's Delivery Unit (GDU).

- **Parole Commission warrant processing time.** The Maryland Parole Commission is completing 22 percent of retake warrants within three business days, well short of its goal of 35 percent. The agency was asked to determine the average time it takes to process a parole warrant and provide a breakdown of the data by priority warrants and other warrants. The agency examined 90 parole warrant cases covering part of May and all of June 2011 to estimate the time elapsed between the request and when the warrant was signed by the Commissioner. According to the study, the processing time was:
 - 6.2 business days for a VPI warrant
 - 5.1 business days for a sex offender warrant
 - 8.21 business days for other warrants

The Commission updated StateStat on a number of initiatives have been (or will be) employed to expedite the processing of warrants and address the lag. Those include:

- *Document scanners were set up* in the Post Release Unit to improve electronic transfer of documents between the Home Detention Unit (HDU)/Community Surveillance Enforcement Program-Warrant Unit (CSEP-WU) and MPC
- HDU, CSEP-WU and Division of Correction (DOC) Commitment Office have *24/7 electronic access to MPC warrants* via a shared drive created by ITCD, which will expedite the delivery of signed MPC warrants
- Beginning September 1, MPC staff will be able to *retrieve mandatory release certificates from the DPSCS reporting system* and will no longer have to manually request the information from DOC to prepare warrants
- Beginning September 1, MPC staff will be able *prepare local jail retake warrants electronically* through the DPSCS reporting system instead of typing them manually on a typewriter
- Based on a meeting between MPC and the CSEP-WU, both units will be submitting a request, with justification, to the Secretary to *transfer positions from CSEP-WU to MPC* to facilitate warrant processing by eliminating redundant communications

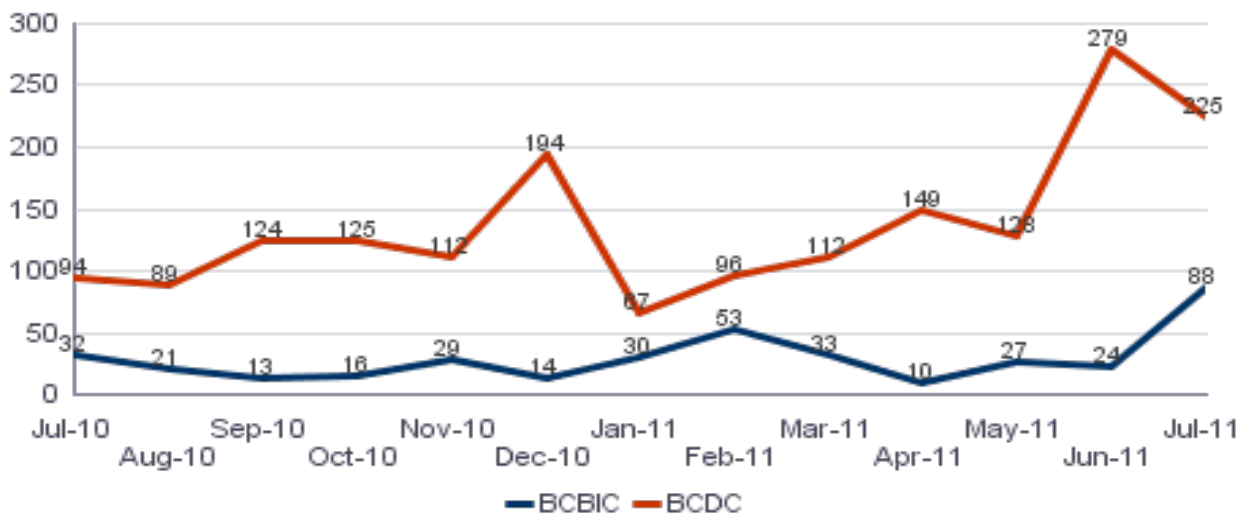
The agency will also begin tracking its warrant processing time using a more robust method that will facilitate closer monitoring efforts in the future.

- **License plate readers.** The agency was provided an update on the effort to set up a license plate reader outside the Baltimore detention center. The panel discussed the feasibility of running a pilot study with a temporary LPR to determine if the permanent installation is cost-effective.
- **DPP warrant performance.** DPP is participating in a month-long initiative to apprehend offenders sought on warrants in Prince George's County. The initiative launched on August 1 and includes

four warrant teams from the Prince George's County Sheriff's Office, two teams from DPP, and one team each from MSP, the Prince George's County Police Department, and the U.S. Marshals. Through August 23, the initiative has made 2,778 attempts, closed 612 by arrest or detainer, and cleared a total of 529 warrants. The panel and DPP discussed the agency's performance in the warrant initiative.

- **High levels of contraband seizures.** In the month of July, contraband in the categories of phones, CDS, and tobacco increased in both BCBIC and BCDC. The number of inmate made knives confiscated, however, decreased 40% across the facilities (from 159 to 90 knives). The panel discussed possible explanations for the rise in contraband seizures, including the possibility that DPSCS's additional interdiction effort generated more seizures, resulting in higher contraband number for the month of July.

Total Contraband Seizures, BCDC and BCBIC



- **Employee leave review.** An audit released April 1 found that errors in the department's employee leave database resulted in excessive sick and annual leave earnings. OLA recommended that the department conduct a comprehensive review of all employees' records during the affected time period to identify any additional errors. The department stated at the June 9 Stat meeting that such an investigation would be onerous and would require technical assistance well beyond what has been offered by OLA. The department updated StateStat in this meeting that it would be complying with the audit request and was also working on establishing responsibility for the errors in the leave database.
- **Union criticism.** In an August 9 MarylandReporter.com article, Rai Douglas, president of the union representing the state's probation officers, asserted that officers are overworked, facing increasing caseloads and expanded responsibilities. Douglas contended that budget cuts and worker attrition had led to caseloads much higher than ideal and that officers have had to take on the duties of secretaries and lab technicians. Douglas cited a 2009 report in which DPP reportedly stated that it anticipated "meeting the nationally recognized ideal of 50 cases per agent." DPP average caseloads have remained relatively stable at about 100 cases per agent since StateStat tracking began in 2008; according to the department, the average caseload of an agent supervising general population cases (mostly moderate to low-risk offenders) is about 145. The panel inquired as to an apparent rise in

VPI caseloads in Anne Arundel county and Montgomery county, and the agency was tasked with examining the data and returning an explanation and course of action.

- FROI lag.** The number of FROI to IWIF reports at BCDC increased to 25 in July 2011 from 11 in June. This is relatively high, but not unusual. Notably, however, there were seven cases of FROI lag greater than three days in the month of July. In previous fiscal years 2009-2011, the annual number of cases of FROI lag greater than three days did not exceed nine. The agency was tasked with determining the cause of this rise in lags.

