
WELLS COUNTY PROBATION DEPARTMENT 1999 ANNUAL REPORT

This is the Annual Operations Report for the Wells County Probation Department, recommended by the Judicial Conference of Indiana. According to the Standards "It should be the duty of the Chief Probation Officer to publish an annual report that summarizes the department's statistics, programs and services." The primary audience for this report is the Wells Circuit and Superior Court Judges.

The Wells County Probation Department

Wells County benefited from a mature probation department staff, with over ninety (90) years of experience (an average of approximately 12.8 years per staff member). This experience converts to high quality service for the courts and this community. The composition of the Wells County Probation Department staff, their present titles for the entire year in 1999 was:

David L. Hanselman, Sr.

Circuit Court Judge

Everett E. Goshorn

Superior Court Judge

Gregory E. Werich,	Chief Probation Officer (since 1997)
Vicki L. Cale,	Probation Officer (since 1988)
Marci A. Burch,	Probation Officer (since 1992)
Scott N. Ailor,	Probation Officer (since 1997)
Gene V. Personett,	Probation Officer (since 1998)
Dianne E. Schwarzkopf,	Secretary (since 1987)
Susan K. Reinhard,	Secretary (since 1992)

Adult Services

Presentence Investigation Reports In 1999, the Wells County Probation Department prepared 99 presentence reports: 92 were prepared for Circuit Court and 7 for Superior Court.

Presentence reports require a probation officer to collect information from various sources. Each report must have included an interview with the offender, an opportunity for the victim of the offense to make a statement, and previous criminal convictions verified. The probation officer must verify the information by contacting employers, schools, counselors, other probation departments, and government agencies. When completed, the reports are between four and ten typed pages long (not including attachments) and must be distributed to the Court, prosecuting attorney, defendant, and the defendant's attorney. Generally, a presentence report requires between 4 to 8 hours to prepare, sixty pages of paper, \$.99 to mail copy to the defendant, and a half-hour of court time at sentencing.

Supervision The supervision of offenders placed on probation consumes most of a probation officer's time. The Wells County Probation Department began 1999 with 392 supervisions. By the year's end, 333 supervisions were pending for the new year as being supervised. The total number of adult offenders referred to or supervised by the Probation Department in 1999 was

846. Probation officers supervise each offender according to their risk of reoffending. We actively use the assessment tools authorized by the Indiana Judicial Conference, for determining how closely a probation officer should supervise a person on probation. Contact is made when a probationer visits the probatino department, when a probation officer visits the home, when a probationer phones or writes in, and when a probation officer talks to a significant other in the probationer's life (spouse, parent, employer, counelor, teacher, etc) All contact relating to an offender must be documented in the offender's file by the probation officer.

Unfortunately, some people choose not to change their behavior, even with the threat of having their probation revoked. Out of 212 revocation petitions in 1999, 101 resulted in their probation being revoked: 62 for committing new offenses and 39 for technical violations (i.e., failed drug tests, using alcohol, failing to attend counseling). Probation officers attend the probation violation hearings to make recommendations to the Court on dispositions.

Many people ask about the ages of offenders and the type of offenses for which people are being supervised in Wells County. Tables 2 and 3 should answer those questions for 1999.

Juvenile Services

The Wells County Probation Department worked with a total of 291 juveniles in 1999. This number includes supervisions and new referrals. The following sections will provide more information about juvenile services.

Intakes/Preliminary Inquiries The Wells County Probation Department completed 227 Intakes/Preliminary Inquiries in 1999: 53 resulted in delinquency petitions, 47 were dismissed, 34 were referred to another agency, and 93 resulted in a program of informal adjustment.

Predispositional Investigation Reports The Wells County Probation Department prepared 13 Predispositional Reports in 1999. To complete a predispositional report, the juvenile is interviewed with his/her parents, guardians, or custodians, and a similar process takes place as with the presentence report. Roughly the same amount of time is needed to prepare the report, with more emphasis on collecting family information.

Placements Probation Officers are required to make recommendations to the Court as to the best placement alternatives for juvenile offenders. When a child must be removed from the home, it is in compliance with the Indiana Code, and the child's progress is followed regularly with regular visits by their Probation Officer. The placement of each child is determined by the facility's program for working with the unique needs of a juvenile, ability to communicate regularly with the Probation Department, and the proximity of the facility to Wells County. Wells County has shown diligent effort in balancing all relevant factors to best habilitate juvenile offenders.

Table 4 shows those facilities used in 1999 with the number of children placed at those facilities and the total number of bed days Wells County juveniles occupied on delinquency matters. The aggregate cost of detention and placements paid by the Wells County for juvenile offenders in 1999 was \$537,361. These placement costs represent 51 juvenile placements for a total of 5416 bed-days. Additionally, four juveniles were committed to the Indiana Department of Correction.

Supervision The Probation Department supervises those juveniles who are under a program

of informal adjustment, formal probation, predisposition supervision, and in placement. As with the adults, each child is assessed for their risk to reoffend, and is assigned a risk supervision factor. 1999 was a year where home visits and school contact was stepped up to better determine a child's progress.

Wells County began 1999 with 64 juveniles being supervised by the Probation Department, and ended the year with 72.

Miscellaneous

Community Supervision

Schools Contacts The Probation Department makes every effort possible to coordinate its efforts in rehabilitating offenders with collary agencies. Local schools have been extremely helpful in working with the Probation Department with staff meetings, referrals, and reports. Officer Marci Burch was the liaison officer between the Probation Department and school systems, and took the initiative of setting up a joint meeting with key school officials at the beginning of the school year. The purpose of the meeting was to review the referral procedures and discuss how best to exchange information to minimize the knowledge that any juvenile is on probation to only those who need to know.

All three school systems in Wells County were represented and resulted in better mutual understanding of each other's needs.

Probation officers split up the assignment of schools to improve relationships. Marci worked with Norwell High and Middle Schools, Gene worked with Southern Wells Schools and Lancaster Elementary, Scott worked with Bluffton High and Middle Schools, and Vicki worked with Bluffton Elementary. Probation visited with probationers, administered urine tests for probation supervision, consulted with "at-risk" youth identified by the schools, and met with classes to explain probation services to students. Marci Burch reports between September 1, 1999, and December 31, 1999 probation officers made the following contacts at schools:

High School	Probationer Contacts	Urinalysis Tests Done	At Risk Consultation	Other Contacts
Norwell High/Middle	13	3	1	65
Bluffton High/Middle	7	1	6	1
Southern Wells	0	0	18	8

Transferred Cases A misleading factor in the adult quarterly reports prepared for the State Court Administration Office is the number of "open" cases in our department. The official state reports discount all transferred-out cases (from Wells County to other counties and states) by listing them as closed in our department. However, our Department considers these cases active until their probation periods are complete. Simply because they area transfer case does not mean that supervision by this Department ceases. On a daily basis, correspondence and phone calls are received regarding these cases that require

action by this Department. When reports regarding probation violations are received, revocation petitions are filed. In addition, requests for progress reports are sent to the appropriate probation departments approximately every 90 days, to monitor that offenders are adhering to their conditions of probation.

Vicki Cale is responsible for supervision of all transfer-out cases and reported that during the year, 111 probationers were transferred-out to other counties or states, and as of December 31, 1999, 121 probationers were on a transfer-out status.

Continuing Education/Training The Wells County Probation Officers are required to obtain a minimum of 12 continuing education hours to comply with Indiana probation officer standards, and regularly qualify with self-defense tools. These trainings and qualifications are completed through conferences, workshops, and classes over the course of the year, and all of Wells County's Probation Officers satisfied the required training/education needs. These were satisfied by attendance at the Indiana Judicial Conference's Annual Probation Officers Conference, the Probation Officers' Professional Association of Indiana's Annual Conference, and various workshops hosted by Behavioral Health Care of Northern Indiana, Charter-Beacon Hospital, the Bluffton Police Department, the Wells County Sheriff's Department, and the Wells County Office, Division of Family and Children, and the Family Centered Services. Park Center provided an in-service training on local substance abuse issues and the Probation Department also took advantage of free satellite conferences by the United States Department of Justice.

Urinalysis Testing During the 1999 calendar year, 179 probationers (both adult and juvenile) submitted to urinalysis testing by this Department. Vicki maintains these records for our office, and reports that 39 test samples resulted in positive findings (21.78%). Dilute results, which result from overhydrated urine and may cause the sample to be invalid, occurred in 34 samples. The following drugs were found in the positive results:

- Amphetamines - 5 findings
- Benzodiazepines - 2 findings
- Cocaine - 2 findings
- Cannabinoids (marijuana) - 30 findings
- Ethanol (alcohol) - 2 findings

This Department's use of drug testing is determined by the risk of an offender to use drugs, whether they submitted to drug testing in other programs (i.e., counseling, community corrections, school), and mandatory "blanket" testing (all probationers submit to testing in a single month). Each drug test costs the probationer \$25.

In limited cases, parents have requested the Department to test their child, who is not on probation, for the purpose of determining a cause for misbehavior. These tests are to provide information to the parents and may be used as a factor for determining incorrigibility.

Financial Information

Collections The Probation Department is responsible for collecting various service fees from persons placed on probation. The following table reports the various collections of

the Probation Department.

<u>Type of Fee</u>	<u>Amount Collected</u> <u>in 1999</u>	<u>Fund Balance</u> <u>As of 12-31-99</u>
Adult Probation Users Fee Circuit Court	\$10,263.50	\$93,667.92*
Adult Probation User's Fee Superior Court	\$30,087.66	*
Juvenile Probation User's Fee	\$5,436.17	\$34,284.28
Urinalysis Fees	\$3,672.00	\$9,993.58

* Adult Probation Users fees for Circuit and Superior Courts were deposited into one account.

Disbursements The Wells County Probation Department submits its own annual budget. During the 1999 fiscal year, the Probation Department spent a total of \$238,099 from all sources of funding:

<u>Budget Source</u>	<u>Fund</u>	<u>Amount</u>
General Budget:	Personal Services -	\$208,801
	Supplies -	1,628
	Other Services -	13,699
	Capital Outlay -	0
Juvenile Users Fees		0
Adult Users Fees		9,532
Urinalysis Fees		4,275
CADA Grant (Indigent Fund)		164
CADA Grant (Training)		0
	Total Expenditures:	\$ 238,099

One additional appropriation was granted in 1999 from the Adult Users Fees for \$4,500 allowed the probation department to purchase upgrades to the computer system software. As of December 31, 1999, collection of users fees was being tested on the new software.

Referral Agencies

While resources are limited in a small community, the Wells County Probation Department still has the benefit of working with outstanding programs. In alphabetical order, the following programs have been used for referral sources:

- C.A.P., Inc.
- Caylor-Nickel Medical Center
- Center for Non-Violence
- Family Centered Services
- Family & Children Services
- Family Service Society
- Park Center, Inc.

- Veterans Administration, Fort Wayne, Indiana
- Wells County Office, Division of Family & Children
- Wells County Community Corrections

Conclusions It is the responsibility of the chief probation officer to prepare an annual report of probation department activities, however, each member of the Department staff has significantly contributed to this report.

The Wells County Probation Department strives to serve its Courts and the public with integrity, honesty, and professionally. If you have any questions or concerns about probation services, please do not hesitate to contact me.

Respectfully submitted,

Gregory E. Werich
Chief Probation Officer

March 1, 2000

Appendix A

Table 2

Ages

18 - 20	92 offenders
21 - 30	209 offenders
31 - 40	150 offenders
41 - 50	100 offenders
51 - 60	14 offenders
60 and older	9

Table 5

Ages

Under 13	2 offenders
13 - 14	15 offenders
15 - 16	25 offenders
17 -19	30 offenders

Table 3 **Offense Types** **Number of Offenders**

Drug Related	41
Theft	40
Burglary Residential Entry	16
Gun related	3
Check Deception Fraud Forgery	91
Child Molesting Sexual Misconduct	12
Alcohol Related	203
Conversion	7
Criminal Mischief Trespass Disorderly Conduct	24
Driver's License Related	47
Failure to Appear	5
Habitual Traffic Offender	10
Harrassment Intimidation Stalking Invasion of Privacy Common Nuisance	11
Non Support of Dependent Child	25
Receiving Stolen Property	5
Resisting Law Enforcement	8

Table 4

Facility	Juveniles	Bed Days
Jay County Youth Service Bureau	11	901
Wood Youth Center	7	115
Youth Opportunity Center	11	1027
Henry County	1	4
Delaware County Detention Center	1	6
Muncie Reception & Diagnostic Center	3	84
Whites Family Services	2	429
Evergreen	5	159
Resolute	1	365
Childrens Campus	1	242
Behavioral Health Care	2	295
Richmond State Hospital	1	206
Indiana Soldiers and Sailors Children Home	4	1101
Whittington Homes	1	240
Indiana Department of Correction	4	