

ARIZONA ADULT PROBATION



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FY 2013 ANNUAL REPORT**

Administrative Office of the Courts * Adult Probation Services Division

Arizona Supreme Court Administrative Office of the Courts



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MISSION

The Adult Probation Services Division promotes and supports an effective probation system through the use of Evidence-Based Practices that advances the protection of the community, safety of staff, and accountability of offenders.



VISION

A Division of professionals who promotes a positive probation environment advocating for continuous improvements, advancing technologies, and research driven practices the field of probation.

Director's Message



Probation is an essential component of the criminal justice system and vital part of the Judicial Branch of Government. The Adult Probation Services Division (APSD) serves as the oversight agency for 15 Adult Probation Departments in Arizona. We are responsible for the management of standards and compliance for quality of supervision in the jurisdictions of the Superior Courts. Over 75,000 adults are supervised by the fifteen probation departments in the state of Arizona.

Over the past several years, Arizona probation has taken the lead in embracing the Evidence-based Practices (EBP) movement, including the design and validation of the Offender Screening Tool (OST) as the statewide risk assessment. This tool is used as a standardized risk/needs assessment for the state of Arizona. Along with the use of the assessment tool, the state has advanced the adoption and use of evidence-based practices by modifying all Arizona Codes of Judicial Administration (ACJA) that pertain to supervision of offenders to incorporate the principles of EBP and also including this information during the pre-sentence process in criminal courts across the state.

At an average annual cost of \$22,166 for prison and an average of \$65.00 for jail beds per day, the successes of probation have contributed to not only state and county budget reductions, but also meet the mission of probation statewide. I believe we are also meeting the mission of the Adult Probation Service Division to “promote and support an effective probation system through the use of Evidence Based Practices that advances the protection of the community, safety of staff, and accountability of offenders”.

Providing offenders with evidence-based treatment and programs is a continual process that we are now focusing on more than ever. Our community providers are a critical component to insure the fidelity of the treatment being administered and the assignment of offenders and dosage to the correct program is extremely important to further the EBP efforts. Our Division continues to foster communication and education between probation staff, treatment providers and funding entities through treatment mapping in all counties to insure a quality resource guide exists for all departments. In addition, Problem Solving Courts are proving to be an additional tool for the success of offenders under our supervision.

Refresher and booster training in EBP principles are also paramount to the continued success Arizona probation has demonstrated. To ensure we are accurately capturing our outcomes, data collection and quality assurance are also keys to our

successes. In addition, we are confident that enhanced trainings will allow probation to advance the use of EBPs and improve operations in probation departments across the state. Evidence-based practices in community supervision require officers to engage the offender in the change process. Training, with the inclusion of motivational interviewing skills, will help us progress towards next steps in organizational change by impacting the officer's behavior-while they learn to help and assist in behavioral changes of offenders. The introduction of EPICS II, Effective Practices in Correctional Settings, has shown to be an important tool that will continue to be taught to officers in the coming year.

For the past four years Arizona has experienced a 39.6% decrease in the number of dispositions that resulted in a revocation to the Arizona Department of Corrections. Arizona probation has also experienced a 40.1%—decrease in the number of new felony convictions by persons under probation supervision.

Adult Probation in Arizona continues to be a national leader in regards to the best practices and what works in supervising adult offenders. Our commitment is to continue to provide quality supervision while providing public safety and reducing the risk to our communities. Congratulations to the success of these statewide efforts.

Introduction

There are 15 adult county probation departments in Arizona: Apache, Cochise, Coconino, Gila, Graham, Greenlee, La Paz, Maricopa, Mohave, Navajo, Pima, Pinal, Santa Cruz, Yavapai, and Yuma. The Administrative Office of the Courts funds 14 of the 15 county probation departments in Arizona. Effective July 1, 2003, the Maricopa County Adult Probation Department became funded by Maricopa County.

Probation is a form of criminal sentence in which the defendant agrees to comply with specific court ordered conditions rather than being sentenced to jail or prison. While on probation, the defendant is required to report to a probation officer, pay fees and fines, maintain employment, and at times may be required to pay restitution and/or complete community restitution hours. Defendants are typically sentenced to intensive or standard supervision.

The information presented in this report characterizes the adult probation population statewide during FY 2013. Data contained in this report are drawn from the statewide adult probation enterprise tracking system (APETS) and monthly statistical reports, as reported by county adult probation departments.

Intensive Probation Supervision

Intensive probation supervision (IPS) has been in effect in Arizona since July 1, 1985. Pursuant to A.R.S. § 13-913, IPS is a sentencing alternative which provides surveillance, control and intervention to probationers who would otherwise be incarcerated in the Department of Corrections at initial sentencing or as a result of a technical violation of standard probation.

IPS is provided through the use of probation officer/surveillance officer teams. Pursuant to statute, supervision teams of one probation officer and one surveillance officer can supervise a maximum of 25 intensive probationers and a team consisting of one probation officer and two surveillance officers can supervise no more than 40 probationers. In FY 2013, nine probation departments received waivers under A.R.S. §13-919, resulting in 29.5 IPS officers carrying caseloads of no more than 15 probationers placed on IPS. Officer requirements under the waiver of standards are:

- ❖ Visual contact standards of one visual contact at least one time per week per probationer, with at least one occurring at the intensive probationer's residence every other week.
- ❖ Contact with the intensive probationer's employer every two weeks, via face-to-face, telephonic, or written contact.
- ❖ Contact with collateral sources at least once every two week, if applicable.

Intensive probationers are required to:

- ❖ Maintain employment or full-time student status or perform community service at least six days per week;
- ❖ Pay restitution and monthly probation fees;
- ❖ Establish residency at a place approved by the probation team;
- ❖ Remain at their place of residence except when attending approved activities;
- ❖ Allow the administration of drug and alcohol tests;

- ❖ Perform at least 40 hours (with good cause the court can reduce to 20 hours) of community restitution work each month except for full-time students, who may be exempted or required to perform fewer hours; and
- ❖ Meet any other condition set by the court to meet the needs of the offender and limit the risk to the community.

As authorized by the ACJA § 6-202.01 and § 6-202.02, the IPS program embodies four levels of supervision, as outlined below. All contacts are to be varied and unscheduled, and include days, nights, weekends, and holidays. Table 1.1 outlines the number of required contacts and Table 1.2 outlines the waiver provision for EBP IPS contacts.

Table 1.1: EBP IPS Required Contacts

		High Risk	Medium Risk	Low Risk
Level I	Visual	4 x week (statute)		
	Collateral	N/A		
	Employer	1 x week (statute)		
Level II	Visual	2 x week (with 1 at home)	N/A	N/A
	Collateral	Once every 2 weeks		
	Employer	Once every 2 weeks		
Level III	Visual	1 x week (with 1 every other week at home)		
	Collateral	Once every 2 weeks		
	Employer	Once every 2 weeks		
Level IV	Visual	N/A	Once every 2 weeks at home	
	Collateral	N/A	Once every 4 weeks	
	Employer	N/A	Once every 4 weeks	

Level I is for high risk probationers and all newly sentenced probationers. Level II is reserved for high risk probationers and is a step-down from Level I. Level III is for high risk probationers who show progress on Level II and for medium and low risk as a step down from Level I. Level IV is reserved for medium and low risk probationers and is a transition to standard probation supervision.

Table 1.2: Waiver Provision EBP IPS Contacts

Waiver Provision for EBP IPS	
Visual	1 x week (with 1 every other week at home)
Collateral	Once every 2 weeks
Employer	Once every 2 weeks

IPS Personnel

At the end of FY 2013 there were 175 state funded¹ full-time employees working in the IPS program statewide. Included in this total are 71 probation officers, 41 surveillance officers, 3 treatment and education staff, 43 support and administrative positions, 12 supervisors², and 3 management positions. The annual cost per slot for IPS in FY 2013 was \$7,356.48. Table 1.3 outlines these positions for FY 2013.

Table 1.3: IPS Personnel

Personnel Type	FY 2013
Probation Officers	70.50
Surveillance Officers	42.50
Treatment & Education	3.50
Support & Administrative	43.10
Supervisors	12.40
Management	3.20
Total	175.20

¹ State funded IPS positions include case carrying and non-case carrying positions.

² There is one case carrying IPS supervisor.

IPS Population

IPS programs are operated in each of the 15 counties. The directly supervised IPS population refers to those probationers who are on intensive probation supervision and are:

- ❖ Residing in the community;
- ❖ Incarcerated in jail pending probation violation proceedings;
- ❖ Incarcerated as a condition of IPS and participating in a work furlough or work release program;
- ❖ Participating in short-term residential treatment in another Arizona county;
- ❖ Participating in long-term residential treatment in the county of conviction.

A probationer can exit IPS by means of one of the following:

- ❖ Discharged;
- ❖ Death;
- ❖ Revoked;
- ❖ Full Termination;
- ❖ Earned Time Credit
- ❖ Graduated to standard probation supervision;
- ❖ Reinstated to standard probation supervision; or
- ❖ Modified or reinstated to unsupervised probation.

During FY 2013, 1,262 IPS probationers completed their IPS grant (discharged or graduated to standard)³. During FY 2013, 46% (n=581) of IPS probationers who exited were not committed to jail or prison. A total of 681 (54%)

³ Successful completion of probation supervision is based on data collected from absolute exits according to the following hierarchy: revoked to prison, revoked to jail, revoked, co-terminus, early termination, earned time credit, full termination, judicial termination, deceased, closed interest, and quashed/purged warrant.

of IPS probationers who exited were revoked and incarcerated⁴ in either a county jail or with the Arizona Department of Corrections during FY 2013.

At the end of FY 2013 there were 2,209 directly supervised probationers statewide in the IPS program. Figure 1 shows this population over the past three years. Table 1.4 outlines the IPS directly supervised population according to individual counties.

Table 1.4: IPS County Population

County	FY 2013
Apache	45
Cochise	84
Coconino	120
Gila	17
Graham	61
Greenlee	16
La Paz	4
Maricopa	862
Mohave	22
Navajo	103
Pima	482
Pinal	68
Santa Cruz	28
Yavapai	73
Yuma	224
Statewide	2,209

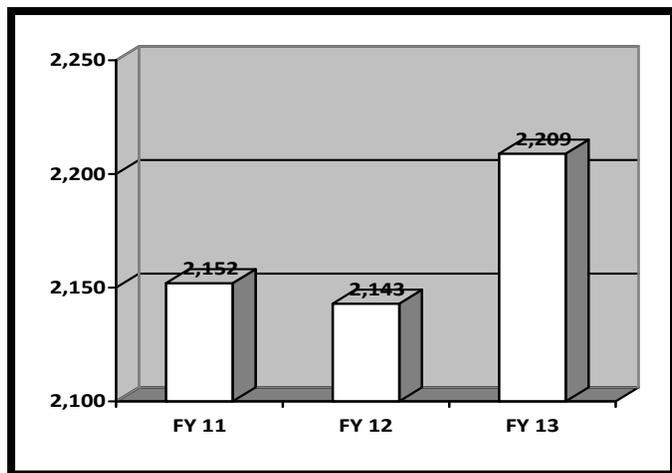


Figure 1: IPS Directly Supervised Population

⁴ Probation revocations are based on data collected from dispositions according to the following hierarchy: revoked to prison, revoked to jail, revoked, co-terminus, reinstated to intensive probation, reinstated to standard probation, and reinstated to unsupervised probation.

Standard Probation Supervision

The purpose of standard probation supervision in Arizona is to provide the highest quality service to the court, community and offenders. This is accomplished by promoting public safety through effective community based supervision and enforcement of court orders, offering accurate and reliable information and affording offenders opportunities to be accountable and initiate positive changes.

The State Aid Enhancement (SAE) fund was established in 1978 to augment county funding in order to maintain the statutory (A.R.S. § 12-251) caseload average of 65 adult probationers per probation officer (65:1). The funding must be used primarily for the payment of probation officer salaries to attain the caseload average.

As authorized by ACJA § 6-201.01, the Standard Probation Supervision Program established minimum supervision requirement for each of the three supervision levels, as outlined below. All contacts are to be varied and unscheduled. Additionally, each probation department may establish more rigorous supervision requirements for any supervision level. Table 2.1 outlines the number of required contacts.

Table 2.1: EBP Standard Required Contacts

	Maximum Supervision Level	Medium Supervision Level	Minimum Supervision Level
Visual	Minimum of 2 contacts per month with either the probationer or a collateral (or any combination thereof)	Minimum of 1 contact per month with either the probationer or a collateral	1 visual contact as an initial interview. All other visual contacts are based upon the probationer's need
Collateral			As necessary
Employer	As necessary	As necessary	As necessary

Standard Personnel

At the end of FY 2013 there were 245 SAE funded⁵ full-time employees statewide. Included in this total are 189 probation officers, 2 surveillance officers, 28 support and administrative positions, 18 supervisors⁶, and 8 management positions. Table 2.2 outlines these positions for FY 2013. The annual cost per slot for standard in FY 2013 was \$1,065.08.

Table 2.2: Standard Personnel

Standard Personnel	FY 2013
Probation Officers	188.50
Surveillance Officers	2.73
Treatment & Education	0.00
Support & Administrative	27.93
Supervisors	17.65
Management	7.85
Total	244.66

Standard Population

Standard probation supervision is provided in each of the 15 counties. The directly supervised standard population refers to those probationers who are on standard probation supervision and are:

- ❖ Residing in the community;
- ❖ Incarcerated in jail pending probation violation proceedings;
- ❖ Incarcerated as a condition of probation with work furlough;
- ❖ Participating in short-term residential treatment in another Arizona county;

⁵ State funded standard positions include case carrying and non-case carrying positions.

⁶ There are six case carrying standard probation supervision supervisors throughout the state.

- ❖ Participating in long-term residential treatment in the county of conviction;
- ❖ Residing temporarily (30 days or less) in another county or state; or
- ❖ Placed on probation in a limited jurisdiction court for aggravated domestic violence and transferred to Superior Court for supervision.

Only directly supervised probationers are considered when determining and assessing a department's compliance with the statutorily prescribed caseload ratio of 65 standard probationers per probation officer. However, probation officers may have a variety of other cases assigned to them, such as offenders placed on supervised probation in a court of limited jurisdiction, absconders, and offenders placed on unsupervised probation.

A probationer can exit standard probation supervision by means of one of the following:

- ❖ Discharged;
- ❖ Death;
- ❖ Revoked;
- ❖ Early Termination;
- ❖ Earned Time Credit;
- ❖ Closed Interest;
- ❖ Modified or reinstated to unsupervised probation; and
- ❖ Modified or reinstated to intensive probation supervision.

During FY 2013, 18,861 standard probationers completed probation (discharged or early termination)⁷. During FY 2013, 80% (n=15,089) of standard probationers who exited probation were not committed to jail or prison. A total of 3,772 (20%) standard probationers who exited were revoked and incarcerated in either a county jail or with the Arizona Department of Corrections⁸.

⁷ Successful completion of probation supervision is based on data collected from absolute exits according to the following hierarchy: revoked to prison, revoked to jail, revoked, co-terminus, early termination, earned time credit, full termination, judicial termination, deceased, closed interest, and quashed/purged warrant.

⁸ Probation revocations are based on data collected from dispositions according to the following hierarchy: revoked to prison, revoked to jail, revoked, co-terminus, reinstated to intensive probation, reinstated to standard probation, and reinstated to unsupervised probation.

At the end of FY 2013 there were 35,892 probationers under direct supervision. These figures include Interstate Compact and limited jurisdiction cases. Figure 2 shows this population over the past three years. Table 2.3 outlines the standard population who are directly supervised according to individual counties.

Table 2.3: Standard County Population

County	FY 2013
Apache	331
Cochise	531
Coconino	701
Gila	400
Graham	334
Greenlee	91
La Paz	79
Maricopa	21,940
Mohave	1,118
Navajo	656
Pima	5,055
Pinal	1,645
Santa Cruz	206
Yavapai	1,801
Yuma	1,004
Statewide	35,892

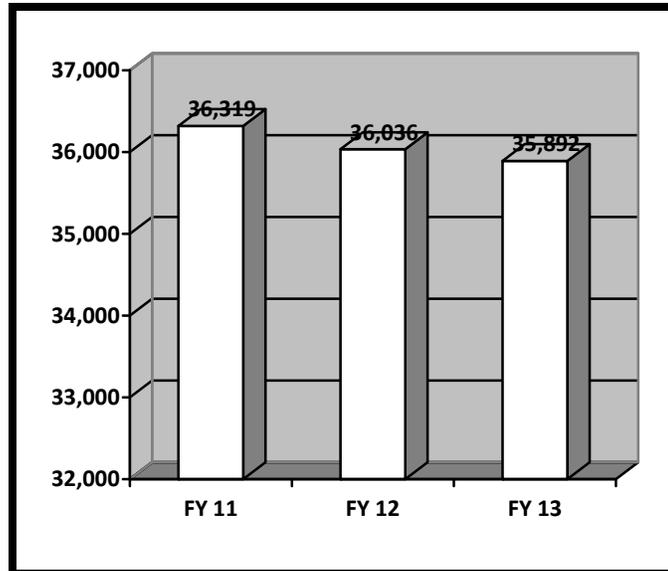


Figure 2: Standard Directly Supervised Population

Interstate Compact

Effective October 25, 1995, the Administrative Office of the Courts became responsible for the probation administration and supervision of offenders under the Compact. The Interstate Compact (ISC) for adult offender supervision, as established by A.R.S. § 31-467 monitors probationers transferred to other states from Arizona and provides supervision to probationers transferring to Arizona. In these instances, local probation departments investigate requests of probationers sentenced in other states who request to transfer their probation supervision to Arizona. After investigation, these requests are either denied or accepted based on acceptance criteria. If accepted, local probation departments provide supervision for these transferred probationers. Probation officers must also collect a statutorily prescribed monthly assessment to the Victim Compensation and Assistance Fund.

ISC Population

The ISC within the Adult Probation Services Division of the AOC is responsible for the oversight of over 3,500 ISC probationers, those transferring their probation supervision into or out of Arizona. This oversight involves ongoing annual statewide interstate compact rules training of probation and parole officers, attorneys and judges. Staff is also responsible for all correspondence submitted through the national interstate compact offender tracking system (ICOTS) to ensure compliance with the national rules.

At the end of FY 2013 there were 1,255 probationers from other states being supervised in Arizona and 2,318 Arizona offenders under compact supervision in other states. Figure 3 shows the slight decrease from FY 2012 to FY 2013 for incoming and outgoing cases. Table 3 outlines the outgoing ISC population according to individual counties.

Table 3: Incoming & Outgoing ISC Population

County	FY 2013 Incoming	FY 2013 Outgoing
Apache	32	80
Cochise	25	33
Coconino	10	152
Gila	5	33
Graham	12	22
Greenlee	4	6
La Paz	4	43
Maricopa	774	922
Mohave	61	188
Navajo	10	221
Pima	192	165
Pinal	36	96
Santa Cruz	3	3
Yavapai	54	247
Yuma	33	107
Statewide	1,255	2,318

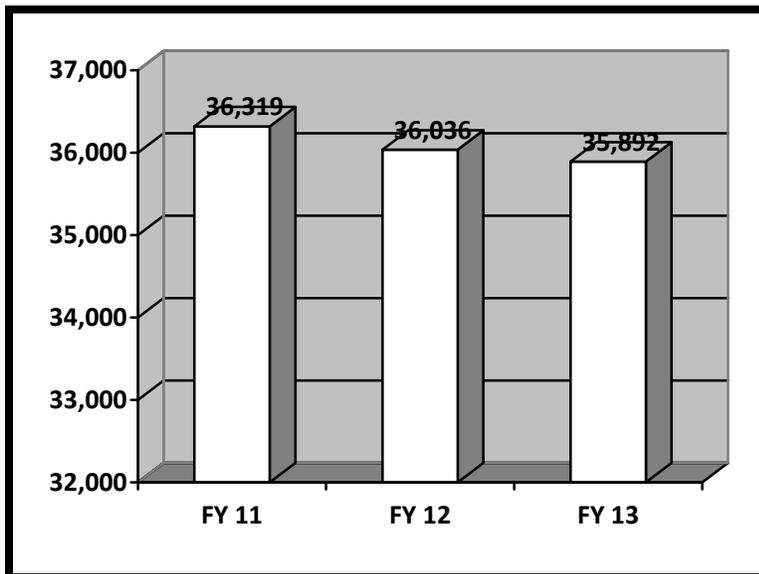


Figure 3: Statewide ISC Population

Arizona Probation Population

In addition to the 2,209 IPS and 35,892 probationers who were directly supervised by probation officers at the end of the fiscal year, probation departments are also responsible for the supervision of probationers who fall into an administrative or indirect category. Those probationers who are not included in the direct supervision category administrative supervision, incarcerated (jail or prison), supervised by another state, absconders, and deported. At the end of FY 2013, there were 78,867 individuals under the supervision of the court on IPS, standard, or in an administrative or indirect caseload. Figure 4 shows the decrease in population over the last three years. Table 4 outlines the overall number of individuals on probation in each county.

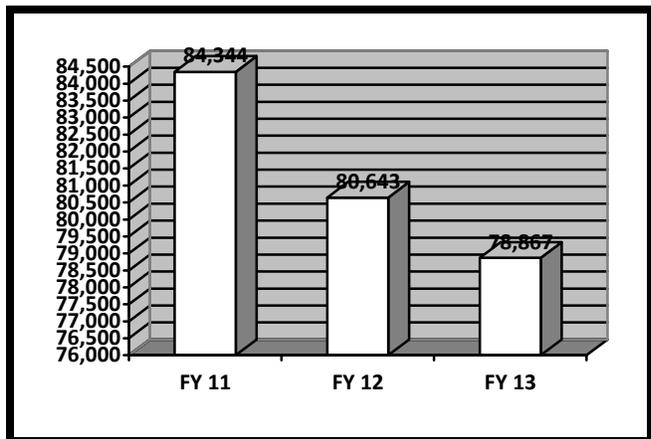


Figure 4: Overall Probation Population

Table 4: Overall Probation Population

County	FY 2013
Apache	718
Cochise	1,108
Coconino	1,614
Gila	856
Graham	798
Greenlee	188
La Paz	267
Maricopa	52,043
Mohave	2,301
Navajo	1,580
Pima	7,896
Pinal	3,324
Santa Cruz	539
Yavapai	3,719
Yuma	1,916
Statewide	78,867

Community Restitution

When granting probation, the Court may require the probationer to perform community restitution. Community restitution refers to unpaid labor or services provided to a not-for-profit private or governmental agency. While some offenses mandate the completion of a specified amount of community restitution (e.g., many drug offenses), the Court will often impose a community restitution requirement as a means of holding offenders accountable and restoring the community.

Pursuant to A.R.S. § 13-914 all IPS probationers are required to perform no less than 40 hours of community restitution each month; full-time students may be exempted or required to perform fewer hours. However, for good cause, the court may reduce the number of community restitution hours performed to not less than 20 hours each month.

During FY 2013 probationers completed 721,970 hours of community restitution. This represents approximately \$7,219,700 in unpaid labor⁹. Figure 4.1 shows the hours completed during the last three years.

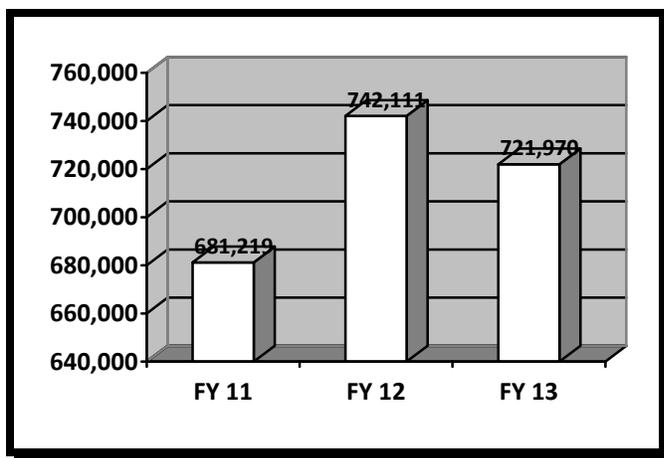


Figure 4.1: Community Restitution Hours

⁹ Dollar amount is calculated at \$10 per hour multiplied by 742,111 hours that were completed.

Financial Restitution & Fees

When granting probation, the Court may require a probationer to pay financial restitution to the victim based on the offense committed. Fees associated with court processing are imposed on the probationer as well.

During FY 2013, probationers paid \$12,556,119 in restitution and \$13,978,736 in fees. Figures 4.2 and 4.3 show the amount of restitution and fees paid over the past three years.

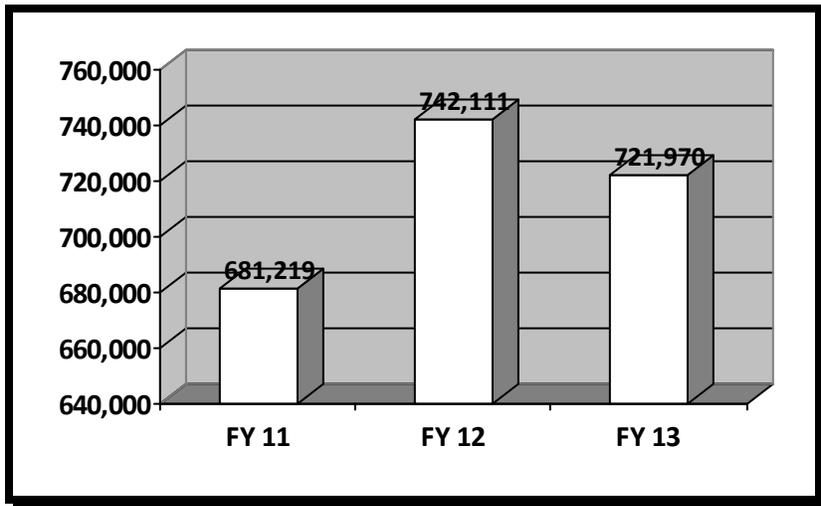


Figure 4.2: Restitution Paid

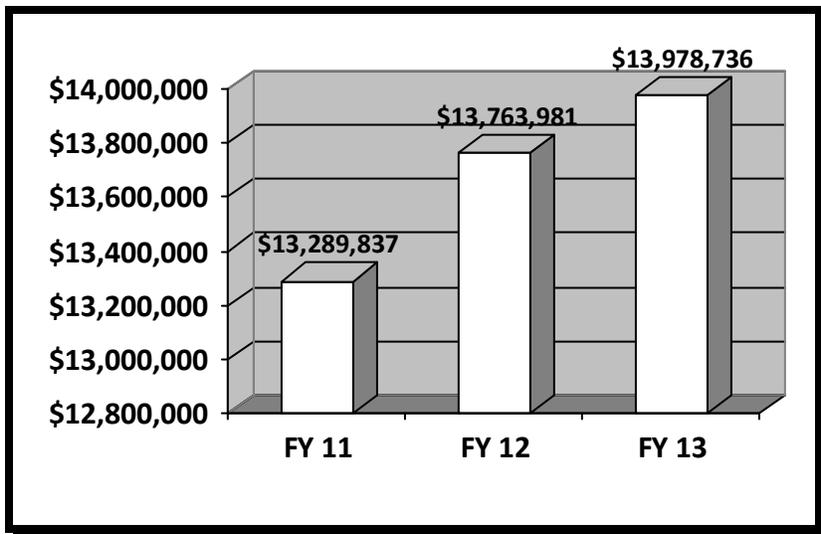


Figure 4.3: Fees Paid

Adult Probation Services Division

During FY 2013, the APSD of the AOC embarked on various projects affecting the probation practices of community supervision and case management in Arizona. While some of these projects were decided upon for the greater good of probation supervision and case management, others were required due to the passing of legislation.

Evidence-Based Practices

The adult probation departments in Arizona in conjunction with the APSD continue to make great strides with the implementation of practice and policy of evidence-based principles. During FY 2013 the following projects were developed and or completed in relation to evidence-based practices in Arizona:

Enhance Intrinsic Motivation

- ❖ Motivational interviewing booster training sessions were provided for the northern county adult probation departments.

Skill Train with Directed Practice

- ❖ A sex offender supervision conference was hosted for 50 Arizona probation officers.

Target Interventions

- ❖ Work was completed with the county adult probation departments on establishing smarter more cost effective drug testing protocols.

Engage Ongoing Support in Natural Communities

- ❖ Information was obtained on problem solving courts throughout the state to allow better communication between like courts and greater ability to provide statewide data to the National Association of Drug Court Professionals.

- ❖ A Drug Court Workgroup was established for the purpose of developing program guidelines, standard procedures and help improve the drug court screens in APETS.
- ❖ Treatment mapping was completed in 14 of Arizona's 15 counties. This process helps probation departments, providers, and the regional behavioral health authority to identify service gaps to our probation population. Training on treatment mapping has been provided to the American Probation and Parole Association, the Arizona Problem Solving Court Conference, and the ASU Summer Institute.

Measure Relevant Processes / Practices

- ❖ Completed four comprehensive operational reviews and three follow up reviews of adult probation departments.

Provide Measurement Feedback

- ❖ The first and second reports of the statewide Recidivism Study were completed.
- ❖ Data collection and data entry begin for the Yuma County Adult Drug Court Recidivism Study.

Administrative Services Unit

The following projects were completed by the Administrative Services Unit during FY 2013:

- ❖ Annual Fleet Liaison Meeting;
- ❖ Technical assistance for the hand count;
- ❖ Three DEA Audits;
- ❖ Rollout of SSRS Reports via APETS;
- ❖ Training for seven adult probation departments on the Arizona Code of Judicial Administration, and Effective Case Notes; and the
- ❖ Recidivism Study

Interstate Compact Unit

Annual interstate compact training was completed for the majority of the 15 probation departments throughout the year even though there were no rule changes or additions during FY 2013. Specialized interstate compact training for public defenders was requested and delivered in Maricopa County and at the statewide conference for Arizona Public Defenders. Training was also delivered to all statewide users of the national Interstate Compact Offender Tracking System (ICOTS) following the release of the revised violation report and response process in the system in May 2013. The annual meeting for Arizona's State Council was also held on September 18, 2012. Arizona's average incoming interstate compact offender population in FY 2013 was 1,252 and the average outgoing interstate compact offender population was 2,346.

APETS

With all 15 counties on a single database, APETS now holds more than 376,000 client records; nearly 76,000 probationers with governing supervision records; over 20 million contact records; and has approximately 2,000 users statewide.

During FY 2013, the APETS team implemented its first enhancement build since its successful software upgrade and transition from using Informix to a SQL Server in March 2012. Some specific APETS Winter 2013 Build enhancements include:

- ❖ Supporting counties' use of evidence-based practices by updating numerous county-specific specialized conditions, forms, and letters;
- ❖ Providing the Pre-Trial Services (PTS) users with a series of enhancements to improve the quality of information entered and maintained by those counties who use the PTS module (Coconino, Pinal and Yuma); and
- ❖ Expanding features to minimize data entry errors, provide easier access to information, and improve process flow.

In response to ACJA § 6-202.01 Intensive Probation Supervision changes that went into effect February, 27, 2013, programming modifications were made to how IPS caseload waivers operate, IPS compliance calculates, and supervision levels display on various APETS screens. These changes were incorporated with the April 2013 Fix Build changes.

Additionally, the APETS team completed the following two integration projects:

- ❖ The APETS/JWI/ACJIS interface allows APETS data to be fed via JWI (Justice Web Interface) to the Arizona Department of Public Safety's ACJIS (Arizona Criminal Justice Information System) file for "convicted persons on supervised release" (CPSR). This CPSR file creates both a statewide as well as national alert to law enforcement of probationers who have subsequently been deported, so that if they illegally re-enter the United States law enforcement can report any contact to the supervising probation department so actions can be taken to notify the court of the offender's violation of probation. The project, known as eCPSR, was targeted to automate the process for entering Maricopa County's approximately 3,300 clients on its ICE Deported caseload into the CPSR file.
- ❖ The Maricopa County ePTR interface allows Petition to Revoke (PTR) information entered into Maricopa's APD Online system, which Maricopa's judges later approve via its Clerk's iCIC system, to be fed real-time into the APETS system. This electronic feed of Maricopa's PTR information reduces the time associated with filing a petition to revoke as much as 10 days in comparison to how these petitions were typically filed. Maricopa County plans to expand its use of the ePTR process during the first 6-months of FY 2014.

Externs

During FY 2013 the APSD began utilizing externs. The purpose of the Externship Program is to provide college students with a one-time, unpaid, real world work experience to develop skills that can be used in a professional environment. The APDS established contracts with the Arizona State University School of Social Work, School of Political Science, School of Social Transformation, and the School of Criminology and Criminal Justice. In developing their skills, externs assisted with projects related to surveys, data collection, data entry, literature reviews, edits, research, policy review and analysis, and writing. Externs were provided exposure to legislative calls, court hearings, meetings, and computer software program. A total of 640 hours of externship were completed during FY 2013.

Glossary

Absconder – A probationer who has moved from the primary place of residence without permission of the probation office and whose whereabouts are unknown.

Adult Probation – A function of the judicial branch of government that has as its primary responsibility the community-based supervision of adults convicted of criminal offenses who are not sentenced to prison.

ADOC – (Arizona Department of Corrections) Also known as prison, ADOC is a correctional facility that houses persons convicted of serious crimes to a state of confinement.

APETS - (Adult Probation Enterprise Tracking System) A statewide application for tracking probationers; a centralized repository of probationer information from all counties in Arizona.

Community Restitution Work – Unpaid work performed out in the community by individuals on probation as a condition of probation.

Direct Supervision – A classification for the differential supervision of probationers in which a minimum number of personal contacts and collateral contacts are required per month.

Felony – A criminal charge, which is punishable by imprisonment in the State Department of Corrections.

Flat Time – A sentence for a fixed length of time rather than for an unspecified duration.

Intensive Probation Supervision (IPS) – A sentencing alternative for offenders who would otherwise have been incarcerated in the State Department of Corrections at initial sentencing or as a result of a technical violation of standard probation. IPS is designed to provide strict control, surveillance, and supervision in a manner which will restrict and monitor the offender's movement and activities in the community while emphasizing the payment of restitution to victims.

Interstate Compact (ISC) – The ISC provides the sole legal authority to transfer the supervision of eligible adult offenders released to the community by either a paroling authority or court. The purpose of the interstate compact is to provide effective tracking and supervision of adult offenders who relocate to another state while ensuring the protection of the community and victims’ rights.

Misdemeanor – A classification for offenses which are less serious than felonies; a misdemeanor is punishable by a fine, probation, or incarceration in the county jail.

Probation – A form of criminal sentence in which an offender agrees to comply with certain court conditions imposed by the court rather than being put in jail or prison. After the offender has been found guilty of a criminal offense, s/he is granted a suspension of punishment and is placed under the supervision of the court via the probation department.

Restitution – A form of legal relief in which the victim recovers the amount of money lost as a result of the offender’s crime.

Standard Probation – A program for the supervision of adults placed on probation by the court. These adults are under the care and control of the court and are supervised by probation officers.

Victim – A person or entity against whom a crime is committed. A victim is also a witness.

Warrant – A legal order that allows a law enforcement agency to arrest the person named in the order.

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