



T EXAS ASSOCIATION OF P RETRIAL S ERVICES

Letter from The President Mike Lozito



Dear Fellow Pretrial Professionals,

We are quickly approaching our TAPS 3rd Annual

Conference and Training Institute, April 7th and 8th at the Woodlands. I want to thank Doug Dretke, Executive Director, Correctional Management Institute of Texas, Sam Houston State University for allowing us to utilize the beautiful Woodlands facility for our conference.

This past year has been a world wind for Pretrial. The Texas Senate and House, Texas Supreme Court Judicial Advisory Committee and US Senate are examining pretrial systems and mental health resources. Next year, I believe we will have significant legislation that will improve the system and

allow more individuals that are low and moderate risk, who do not have the means or capacity to be released from jail. As Pretrial Agencies we can no longer conduct "business as usual." It will be up to pretrial professionals like you to step up and improve our systems with evidence based practices and improved access to treatment. It means developing "Differentiated Supervision Models" based on a validated risk and needs assessment.

Three years from now Pretrial in Texas will not be the same. It is up to us to embrace the change and to educate our law enforcement, judges, prosecutors and elected officials on why these "Smart Justice" initiatives will improve overall recidivism and community safety.

I am about to complete my term as President of TAPS and I will be stepping down soon after the conference. I want you to know it has been a pleasure serving as President of the association and I look forward to working with the TAPS Board to build a stronger organization.

With Kindest Regards,
Mike Lozito, President

Mike Lozito is the Director of Bexar County Judicial Services



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A Word From The National Association of Pretrial Services Agencies (NAPSA) - By Brian Joseph Brittain

We had an exciting close to 2015! Perhaps the most significant event was the unveiling of NAPSA's new Certified Pretrial Services Professionals (CPSP) exam platform. The new platform allows for significantly more customization than the previous iteration and NAPSA plans to take full advantage of a number enhanced features moving forward. An astonishing 170 practitioners completed the exam, the most ever for a single testing date. Of those that

completed the exam, 80% received a passing score. While it is NAPSA's desire that all practitioners achieve a passing score, the results ratio represented a valid and quality exam. It is anticipated that NAPSA will move to on-demand testing sometime in the first quarter of 2016; thus, eliminating the need for static testing dates. This will allow pretrial practitioners the freedom to achieve certification anytime throughout the year. The Education Committee is just one of several active committees of NAPSA and

they provide an avenue for pretrial professionals around the world to get involved. Please reach out to me or any other NAPSA board member if you would like to be a part of the rewarding experience that is committee membership.

Brian Joseph Brittain is the NAPSA Southern Regional Director and Chair for the NAPSA Education Committee

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TAPS 3rd Annual Conference—2016



Hello to all of you! We are fast approaching the Texas Association of Pretrial Services (TAPS)

third annual conference and training institute on Thursday and Friday, April 7th and 8th, 2016, at the Sam Houston State University Woodlands Center. The Board of Directors has been diligently working for several months to bring together powerful, interesting and innovative presenters.

Senator John Whitmire, who is both a proponent of Pretrial and a longtime member of the Texas Senate, will be the keynote speaker.

This year's conference overarching theme will focus on Pretrial Justice and why it matters. In addition, we will continue our focus on issues related to working with the mentally ill in the criminal justice system.

As an association, we have a goal to expand the use of pretrial release and we are working to involve the judiciary to help us accomplish this goal. For the conference, we have reached out to Judges from around the state to participate on a panel to share their experiences regarding pretrial services. The **Honorable Judge Brenda Kennedy**, who energized the crowd with her opening remarks at the first annual conference, is expected to participate in this year's conference. The **Honorable Judge Sid Harle** who has presided over the 226th District Court in Bexar County for more than 28 years and the **Honorable Judge Fancy Jezek** who has presided over the 426th District Court in Bell County for over 10 years will round out a judge's panel discussing "Why Pretrial Matters."

Additionally, we will have presenters like **Cherise Fanno Burdeen**, the Executive Director of the Pretrial Justice Institute,

Matt Alsdorf, Director of Criminal Justice for the Laura and John Arnold Institute, **James Bethke**, Executive Director for the Texas Indigent Defense Commission and many other movers and shakers in the criminal justice arena. They will all be here to provide updates, guidance and assistance and to share their knowledge in order to supply you with the critical tools required to either start a new pretrial office or improve the efficiency of functions within your existing office.

We are coordinating training sessions about the use of Pretrial Risk assessments, indigent defense, and a session to present the latest statistics regarding recidivism related to pretrial release and pretrial detention decisions. We have speakers to provide a national perspective on pretrial services, presentations to discuss the Texas Legislature and its recent initiatives regarding pretrial services.

By partnering with Sam Houston State University, TAPS is able to provide CEU's (Continuing Education Units) from CMIT (Correctional Management Institute of Texas) to members who attend the conference. Everyone is encouraged to become a member in order to take advantage of the great opportunity to earn educational credits.

There is still much work to do in preparing for the conference, but I can say that we are very excited to be a part of this organization and to contribute to planning for the conference.

If you have not yet registered to attend, please do so at our website:

www.texaspretrial.org

You may also wish to take advantage of the special group rate offered by the Marriott Spring Hill Suite at The Woodlands where a majority of the conference goers will be staying. Click on the link to view and/or make your arrangements.

(Place cursor on the blue link below, depress Ctrl key & click)

[Book your group rate for Texas Association of Pretrial Services.](#)

Either way, we hope to see you at the Woodlands in April. We promise the trip will be well worth your time and effort.



Visit our website at:
www.texaspretrial.org



TAPS THANKS YOU FOR YOUR SUPPORT



Senator John Whitmire, who is both a proponent of Pretrial and a longtime member of the Texas Senate, will be the keynote speaker.

As an association, we have a goal to expand the use of pretrial release and we are working to involve the judiciary to help us accomplish this goal.



These organizations pledged to work together for change. PJI, with support from DOJ, formed the still-active Pretrial Justice Working Group (PJWG).

At the same time, new research has shown how pretrial injustice harms our communities, justice systems, and individuals.

It's time to step up the game, to take advantage of this new window of opportunity, and create the capacity to go to scale.



Cherise Fanno Burdeen is the Executive Director of PJI and former President of NAPSA



We invite you to join the campaign to apply commonsense solutions to widespread pretrial justice challenges, making our country safer and ensuring the best possible outcomes for all. **The 3DaysCount™ campaign is a nationwide initiative to**

1. Reduce unnecessary arrests that destabilize families and communities,
2. Replace discriminatory cash bail with practical, risk-based decision-making and
3. Enable transparent detention for the small number of defendants who pose a genuine threat to public safety.

And we will do this in 20 states by 2020.

Our justice system currently operates like a complex maze, with too many entry points and too few exits. As a result, many people enter jail—and stay in pretrial detention—unnecessarily, which increases their chances of getting stuck in the maze. In fact, each year nearly 12 million people are booked into U.S. jails, mostly for nonviolent misdemeanors, and more than 60 percent of jail inmates are un-convicted—largely because they are too poor to post even small money bond amounts.

Even three days in jail can be too much, leaving low-risk defendants less likely to appear in court and more likely to commit new crimes—because of the stress incarceration places on fundamentals like jobs, housing and family connections.

Meanwhile, half of the highest-risk defendants go free by posting cash bail under laws that currently hinder judges' ability to

detain based on risk.

People who could safely await trial under community supervision are also more likely to be sentenced to probation (instead of jail) if convicted, since they've already demonstrated good behavior under monitoring. By keeping nonviolent defendants out of the maze, we can improve their outcomes. This is a more commonsense approach to justice, producing better public safety and saving money.

The 3DaysCount™ Solution

3DaysCount™ will follow the example of places like Colorado, Kentucky, New Jersey, Washington, DC, and dozens of other locales where updated state laws encouraged local jurisdictions to reliably implement smarter pretrial justice policies and practices.

Want to know more? Follow the link: <http://projects.pretrial.org/3dayscount/>
CUT AND PASTE ABOVE LINK INTO INTERNET ADDRESS BAR

The Bronx Freedom Fund is the winner of the National Criminal Justice Association's 2015 Outstanding Criminal Justice Program Award for the Northeast Region.

Bail matters.

Every day, thousands of poor people languish in New York City jails because they cannot afford bail — even when bail is as low as \$500. The overwhelming majority are facing misdemeanor charges. Research shows that people who are detained awaiting trial face significantly worse case

outcomes than those who can afford their bail. Short jail stays cause people to lose jobs, housing, and time with their families.

We exist to level the playing field by providing bail assistance to people charged with

low-level offenses who can't afford to pay for their freedom.

Let's make a difference in TEXAS!



TAPS THANKS YOU FOR YOUR SUPPORT





Public Defenders and Pretrial Working together by: Michael Young, Bexar County Chief Public



In October 2015 the Bexar County Public Defender's Office obtained a grant from the Texas Indigent Defense Commission to begin to provide representation to indigent arrested persons suffering from a mental health disorder at the first appearance before a magistrate. Texas law requires that every person arrested be taken before a Magistrate Judge within 48 hours of their arrest. At this hearing the Magistrate Judge informs the person arrested of the charges against them, their rights, determines if they qualify for a court appointed lawyer and sets the amount of the bond in the case.

Currently in Bexar County, Texas police agencies bring all arrested persons to the Central Magistration Facility (CMAG) located in San Antonio, Texas for processing. It is at the CMAG facility where all arrested persons are processed and presented to the magistrate to consider for release on bond. Under the current program, it is at this first appearance that the Bexar County Public Defender's Office will identify the arrested person for indication of a mental illness and prepare a presentation to the magistrate to consider for release on bond. This program requires the Public Defender's Office to work closely with members of the Bexar County Pretrial Services Department.

A critical aspect of this program is to identify those individuals who suffer from a mental illness. If someone is presented at the CMAG facility and the public defender has reason to believe that the arrested person has a mental illness, pretrial services is called in to assist in interviewing the person to determine if they are indigent. Pretrial services will then work closely to connect that person to a clinician who can perform a mental health diagnosis. In addition, pretrial services is responsible for ob-

taining the arrested person's identifying information, contacting family members to confirm their address and information and coordinating with local community based service providers to determine what programs are available to address the needs of the arrested person.

Much of the success of program is owed to the ability of the Bexar County Pretrial Services department to provide supervision of the arrested person while released on bond. The entire object of the program is to provide the magistrate making the decision on bond with evidence that the arrested person will comply with the conditions of their release and not pose a danger to the community. The ability of a criminal defense attorney to submit to the magistrate making a decision for release on bond is always augmented with by assurances that the person will be supervised by pretrial services. Also, the use of accepted risk assessment diagnostic tools provides the public defender with a valid and tested quantification of the low risk to the community of their client is released on bond.

Currently, the Bexar County Public Defender's Office and the Bexar County Pretrial Services Department are working together to analyze the success of the program. It is believed that longitudinal studies of the program will demonstrate that for those persons released on bond with pretrial supervision, recidivism and incidence of failure to appear in court will be reduced. The cooperation between the Bexar County Public Defender's Office and the Bexar County Pretrial services department should serve as a model for cooperation between the criminal defense bar and pretrial

services. The pretrial services department should make it a priority to educate the criminal defense bar in their jurisdiction about the vital role they can play in the defense of their clients.

Michael Young is the Chief Public Defender for Bexar County.



NEWS?

Want to share local news? Have a job opening and want to broaden your talent pool?

Your Texas Association of Pretrial Services (TAPS) Newsletter is a great place to do it. Our Newsletter is sent out far and wide. Not only is it sent to numerous individuals working in all the Pretrial Offices across Texas but to every probation office, numerous criminal justice related both in the government and private sector. Additionally, it is republished in nationwide communities like the Pretrial Justice Institute's (PJI) newsletter. Submit what you want published to us. We'll review it and enter it in the next publication. The best part? There is no charge!

So take advantage of this opportunity and notify us. You'll be glad you did. Send to: wlongori@bexar.org

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A critical aspect of this program is to identify those individuals who suffer from a mental illness.

The cooperation between the Bexar County Public Defender's Office and the Bexar County Pretrial services department should serve as a model for cooperation between the criminal defense bar and pretrial services.

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www.ChooseIntercept.com/TAPS



“DECARCERATION” A New Word to Add to Our Consciousness:

Gilbert R. Gonzales, Director of the Bexar County Mental Health Dept.



A Path Worth Taking: Stepping Up “Decarceration”

Allow me to share a new word with you, that word being “decarceration”. You will hear this word as

you dive into and hopefully become a part of the Stepping Up Initiative. This new word is defined as “the process of removing people from institutions such as jails, prisons or mental hospitals. It is in fact the opposite of “incarceration”. In this issue, I’d like to provide a brief update on the Stepping Up Initiative. If you missed the last issue, here’s a recap; Stepping Up is a National initiative that asks communities to come together and develop an action plan that can be used to reduce the prevalence of persons with mental illness incarcerated in our county jails and that are in our criminal justice systems. The Initiative is gaining momentum with greater participation Nationwide, more tools offered and a new National Summit. But first, let’s look at why the Stepping Up Initiative is so important.

The facts are clear. The research data is both definitive and devastating. Many of you reading this today are already familiar with the “Arnold Study”. In the this study, “The Hidden Cost of Pretrial Detention” research highlights list the following:

Detaining low- and moderate-risk defendants, even just for a few days, is strongly correlated with higher rates of new criminal activity both during the pretrial period and years after case disposition; as length of pretrial detention increases up to 30 days, recidivism rates for low-and moderate-risk defendants also increases significantly.

When held 2-3 days, low-risk defendants are almost 40 percent more likely to commit new crimes before trial than equivalent defendants held no more than 24 hours.

When held 8-14 days, low-risk defendants are 51 percent more likely to commit another crime within two years after completion of their cases than equivalent defendants held no more than 24 hours. Additionally, the Bureau of Justice lists the county jail census in the US as numbering 732,000 (2013 Bureau of Justice). Additionally, estimated for the same year list 12,000,000 county jail admissions per year (in the Nation), many in pretrial detention.

Persons with behavioral health disorders are 8 times more likely to be incarcerated, often due to lack of access to treatment, stay in jail 3 to 4 times longer and cost two to three times more than non-behavioral health detainees. It’s clear why Stepping Up is important to our communities and in our everyday efforts.

At this writing over 228 counties passed resolutions in support of Stepping Up and nearly 2,000 individuals signed up to participate or ask for additional information. Many participants have been accessing resources, including participating in the Stepping Up webinars across the Nation. Complementary toolkits, planning guides and more have been released to help county teams develop and refine plans for reducing the prevalence of adults with mental illnesses in jails. The toolkit provides information on implementing six key

steps. Briefly; these steps include:

Convening or drawing on a diverse team of leaders and stakeholders.

Collecting and reviewing data on the prevalence of people with mental illnesses in jails and assess their treatment needs.

Examining treatment and service capacity and identifying policy and resource barriers.

Developing a plan with measurable outcomes.

Implementing research-based approaches

Creating a process to track and report on progress. TecTechnical assistance modules are available to help carry out these steps. Each module contains a webinar, planning guide, additional distance-based learning opportunities, and related tools and resources. It’s worth a look.

In order to continue the momentum for Stepping Up, the National Association of Counties (NACo), the Council of State Governments (CSG) Justice Center, and the American Psychiatric Association Foundation (APA Foundation) are hosting a National Summit on Reducing the Prevalence of Individuals with Mental Illnesses in Jails (National Summit). The National Summit will be held Sunday, April 17, 2016 – Tuesday, April 19, 2016 in Washington, D.C.

It is clear that Pretrial Services along with behavioral health must be at the forefront of this effort. The path towards integrating the complex processes for decarceration is both challenging and worth taking. Additional information and technical assistance can be found at <https://stepuptogether.org>. http://www.arnoldfoundation.org/wp-content/uploads/2014/02/LJAF_Report_hidden-

Once incarcerated, individuals with mental illnesses tend to stay longer in jail and upon release are at a higher risk of returning to incarceration than those without these illnesses.

When held 2-3 days, low-risk defendants are almost 40 percent more likely to commit new crimes before trial than equivalent defendants held no more than 24 hours.

Persons with behavioral health disorders are 8 times more likely to be incarcerated, often due to lack of access to treatment, stay in jail 3 to 4 times longer and cost two to three times more than non-behavioral health detainees.

The path towards integrating the complex processes for decarceration is both challenging and worth taking.

TAPS THANKS YOU FOR YOUR SUPPORT





Texas Association of Pretrial Services

SAVE THE DATE

2016 TAPS 3rd ANNUAL TEXAS ASSOCIATION OF PRETRIAL SERVICES
CONFERENCE AND TRAINING INSTITUTE

APRIL 7th & 8th, 2016

SAM HOUSTON STATE UNIVERSITY

THE WOODLANDS CAMPUS THE WOODLANDS, TX



TAPS 3rd Annual
Conference and Training
Institute
Thursday, April 7, 2016
and
Friday, April 8, 2016

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The Woodlands for 109
USD - 159 USD per night -
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Texas Association of Pretrial Services



2016 Annual Conference: Snowbird Resort in Salt Lake City, UT

NAPSA Annual Conference and Training Institute

September 11-14, 2016
Salt Lake City, UT

*National Association
of Pretrial Services
Agencies NAPSA
Annual Conference
and Training Institute*



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Guardian Interlock



Excellence is an art won by training and habituation. We do not act rightly because we have virtue or excellence, but we rather have those because we have acted rightly. We are what we repeatedly do. Excellence, then, is not an act but a habit.

Aristotle

NIC will cover all costs for travel & lodging if you are selected to attend this training.



Employee loyalty begins with employer loyalty. Your employees should know that if they do the job they were hired to do with a reasonable amount of competence and efficiency, you will support them.

Harvey Mackay

Free Training Opportunities with NIC

Planning and Implementing Effective Mental Health Services in Jails

Apr. 19, 2016 - Apr. 21, 2016—Local jails face significant challenges in managing inmates who are mentally ill. Often jails do not have the trained personnel or other resources to provide adequate services to these inmates and would benefit greatly from a working relationship with the community's mental health service provider. The purpose of this training is to help local jail practitioners and mental health service providers (1) understand key elements of effective mental health services for jail inmates, and (2) forge a productive working relationship that facilitates the provisions of services for offenders with mental illness. The target audience for this training is Sheriffs, Jail Administrators, Jail Healthcare Service Administrators, and Jail and Community Mental Health Providers.

Overview

Local jails face significant challenges in managing inmates who are mentally ill. Often jails do not have the trained personnel or other resources to provide adequate services to these inmates and would benefit greatly from a working relationship with the community's mental health service provider. The purpose of this training is to help local jail practitioners and mental health service providers (1) understand key elements of effective mental health services for jail inmates, and (2) forge a productive working relationship that facilitates the provisions of services for offenders with mental illness. The target audience for this training is Sheriffs, Jail Administrators, Jail Healthcare Service Administrators, and Jail and Community Mental Health Providers. Assurance: Please note that by applying for this program, you acknowledge that: (1) due to the large number of applications we receive, not everyone who applies is selected. You will be notified by e-mail once program selections have been made. (2) You meet the eligibility requirements for the training, (3) that your supervisor supports your application for, and attendance at, this training, if selected.

Orientation for New Pretrial Executives <http://nicic.gov/training/16c3002>

July 11, 2016 - July 14, 2016—Extensive training that enhances the effectiveness of pretrial executives in maintaining and capitalizing existing services.

Overview

More than ever, criminal justice practitioners and decision-makers understand and appreciate the complexity and importance of the pretrial field and expect more from those who manage pretrial release and diversion programs. To meet these expectations, today's pretrial executive must be an expert in the statutory foundations of bail; best practices in risk assessment, risk management, and organizational leadership; and communicating program mission and values to criminal justice and community partners.

As the premier training for pretrial leaders, NIC's Orientation for New Pretrial Executives engages participants in a comprehensive 40-hour instructor lead course of study aimed at the unique issues, challenges and opportunities within the pretrial field. An experienced and diverse faculty of pretrial, performance management, evidence based practice, and legal experts lead orientation participants through study and discussion on the legal foundations of pretrial justice, professional standards for pretrial release and diversion, legal and evidence-based release and diversion practices, organizational leadership, performance measurement and communication and messaging. Instruction is completely interactive and participants have opportunities throughout the week to work with one another and with faculty to build a long term professional networks. Faculty members and NIC staff also work with and help participants problem solve, through peer interaction and discussion, their individual key challenges.

Registration is open to pretrial release and diversion professionals with decision making responsibilities in a high level management position.

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At the end of the day, the true value proposition of education is employment.

Sebastian Thrun

STATEWIDE EMPLOYMENT OPPORTUNITIES IN CRIMINAL JUSTICE

ANNOUNCEMENT NUMBER: 00788

JOB TITLE: Director - Harris County Pretrial Services

DEPARTMENT: Budget Management

Office of Pretrial Services

HOURS: 8:00 a.m. – 5:00 p.m.

Monday - Friday

SALARY: Up To \$141,000 Annually

Commensurate With Experience

Based on 26 Pay Periods

Harris County, the nation's third largest county, is seeking a dynamic and experienced professional to fill the top administrative position of Director of Pretrial Services. The ideal candidate would have a record of superior results and proven management background in a challenging criminal justice environment. Candidate would possess a unique blend of visionary leadership, technical competence and superior communication skills to spearhead strategic planning and drive bottom-line results.

EDUCATION: Bachelor's degree from an accredited college or university in Criminal Justice, Public Administration, Social/Behavioral Sciences or a related field is required. Advanced degree or commensurate experience is preferred.

EXPERIENCE: A minimum of five (5) years of experience in the adult criminal justice field with two (2) of those years in progressive management including supervising/directing programs, services and staff is required. Candidate must have experience establishing and maintaining effective/collaborative working relationships.

JOB SKILLS: Must possess strong knowledge of evidence-based practices related to implementation and evaluation of pretrial release program, along with a working knowledge of risk assessment, specifically for a pretrial population. The successful candidate must understand the role of pretrial services in a criminal justice system; actively seek opportunities to enhance the Pretrial Services Department and the County's justice system; display expertise in the criminal justice field and public administration. **Excellent oral and written communication skills, along with strong persuasive skills are required.** Must be able to exhibit proficiency in interpreting local, state and federal laws; offer superior operational and administrative skills and adapt to varying work assignments in a fast-paced environment.

JOB DESCRIPTION: The Director of Pretrial Services will be responsible for the daily operation of the agency, the supervision of personnel, the implementation and accountability of contracts, program development, proposal writing, and public relations. Develops/administers policies that ensure the effective operation of pretrial services in the county as well as compliance with state and federal laws. Develops, implements, and evaluates programs, goals and department objectives and revises same to ensure effectiveness and compliance with established guidelines and standards. Develops an agency-wide fidelity plan, which includes the establishment and tracking of key indicators, to insure that evidence-based practices related to pretrial supervision are implemented with fidelity. Develops recommendations for the courts regarding eligibility for release on personal recognizance (PR) bond as well as the conditions that should be made a requirement of release prior to trial. Provides recommendations to the courts for determining whether a defendant qualifies for court-appointed counsel. Oversees supervision of defendants released from custody on personal bonds to assure compliance with conditions of release. Oversees the linking of defendants to the resources necessary to successfully comply with conditions of release. Develops protocols to ensure risk is accurately identified and defendants are supervised based on risk. Ensures fairness and equality in the pretrial process. Plans, assigns and directs the work of all staff and communicate policies/procedures and resolve issues. Ensures training and continuing education of new and current employees. Ensures timely collection, verification, and analysis of information about newly arrested defendants that is provided to judicial officers for use in release/detention decisions. Develops collaborative working relationships with key stakeholders.

***Applications will be screened for minimum qualifications. The most qualified applicants will be invited to participate in an interview process. Only the most qualified candidates will be invited to interview.**

The County also offers an outstanding benefit package that includes:

- Medical, Dental and Vision Insurance
- 10 days of vacation each year, which increments based on years of service
- 10 county holidays plus one (1) floating holiday



It does not matter how slow you go as long as you do not stop.

Confucius

STATEWIDE EMPLOYMENT OPPORTUNITIES IN CRIMINAL JUSTICE

Harris County Pretrial Services Director Position Announcement (cont.)

- Life Insurance “Long-term Disability”
- Retirement pension
- 457 deferred compensation plan
- Employee Assistance Program
- Professional development opportunities
- Transportation Assistant / Parking Plan
- Dependent Care Reimbursement Plan
- Healthcare Reimbursement Account
- Wellness Programs
- Flexible schedules

EMPLOYMENT IS CONTINGENT UPON PASSING A CRIMINAL BACKGROUND CHECK.
HARRIS COUNTY HAS AN EMPLOYMENT AT WILL POLICY.

CLOSING DATE: **Open Until Filled**

APPLY AT:

UPON RECEIVING A CONDITIONAL OFFER OF EMPLOYMENT, ALL APPLICANTS ARE SCREENED

STATEWIDE EMPLOYMENT OPPORTUNITIES IN CRIMINAL JUSTICE

Kaufman County Community Supervision and Corrections Department Job Description

Identification:

| | |
|----------------|--------------------------------------|
| Position Name: | Supervisor |
| Reports To: | Director |
| Salary: | \$49,000.00+ depending on experience |
| Closing Date: | March 11, 2016 (Or until filled) |

Job Purpose:

To supervise and guide the daily activities of departmental staff. To plan the activities and duties of the staff and ensure proper coverage to complete all department functions. Provides direct supervision and feedback of the day-to-day operations of staff and oversight of quality and quantity of work produced. Participates in personnel matters including training, disciplinary actions, and resolution of departmental/personnel disputes. Implements and monitors compliance with departmental policies and procedures and CJAD Standards.

Essential Duties and Responsibilities: This list is not exhaustive and other duties/responsibilities may be added or assigned.

- Supervise a limited caseload.
- Reviews and audits Supervision Officers' case files and makes decisions and recommendations regarding casework.
- Conducts performance appraisals for assigned employees.
- Compiles and submits various reports.
- Reviews all incoming and outgoing cases for completeness and accuracy.
- Informs assigned staff of changes in departmental policies and procedures, court procedures, and personnel guidelines.
- Schedules employees' training and conducts ongoing training with employees.



STATEWIDE EMPLOYMENT OPPORTUNITIES IN CRIMINAL JUSTICE

- Assists in the development of program descriptions and budgets within the department.
- Conducts case conferences with probationers, Supervision Officers and collateral sources. Assures adequate staffing of unit at all times by coordinating officers' schedules.

Qualifications:

Knowledge/Experience: To qualify for this position, the following background and skill levels are required.

Education/Experience:

- Applicant must possess a current Texas Community Supervision Officer certification, and;
 - Have two years' experience as a CSO with Kaufman County CSCD; or
 - Have a master's degree plus three (3) years casework experience as a community supervision officer; or
- Have a bachelor's degree plus five (5) years casework experience as a community supervision officer.

Necessary Skills:

For this position the following skills and abilities must be demonstrated at a level of proficiency or achieved within a normal and customary time period:

- Knowledge and understanding of criminal justice system
- Knowledge and understanding of CJAD Standards
- Knowledge and understanding of Evidence Based Practices
- Mastery of or ability to quickly master Departmental information systems to include CSS, Odyssey, and Microsoft Office Software
- Ability to utilize Motivational Interviewing techniques
- Attention to detail
- Investigative skills

Must have a valid Texas Class "C" driver's license and proof of liability insurance.

Physical/Mental Demands and Working Conditions: This position requires the ability to perform the essential duties and responsibilities in the following physical, mental or location environments.

Physical Activity:

Daily lifting, sitting, walking, stooping, bending, grasping, climbing, pulling and pushing to complete assigned duties.

General Expectations:

Regular attendance is essential. Requested accommodations to work hours and schedules are considered on an individual basis. Ability to work well with others. Some evening, early morning, and weekend hours are required.

Environmental:

Must be able to perform the essential functions of the position without posing a direct threat to the health and safety of his/her self or others.

Scope Level:

Decision Making:

Basic duties within the department are assigned and reviewed by the Director.

Interpersonal Skills and Contacts:

Internal: Interacts with other department supervisor, line staff and support staff in the daily performance of duties

External: Various outside vendors, professional, community, federal and state agencies.

TO APPLY: ALL APPLICANTS MUST COMPLETE AND SUBMIT A KAUFMAN COUNTY [EMPLOYMENT APPLICATION](#) AND RESUME TO KAUFMAN COUNTY HUMAN RESOURCES. APPLICANTS MUST ALSO ATTACH A LETTER DETAILING THEIR COMMUNITY SUPERVISION PHILOSOPHY.

CERTIFIED COLLEGE TRANSCRIPTS AND VERIFICATION OF COMMUNITY SUPERVISION OFFICER CERTIFICATION MUST BE PROVIDED AT TIME OF INTERVIEW IF NOT ALREADY ON FILE WITH DEPARTMENT. A current criminal history (NCIC and TCIC) background check will be conducted on all applicants selected for interview.

This job description shows typical requirements of a position within this classification. This description is not intended to be all-inclusive. Individual positions may vary slightly in function, job dimensions and requirements. Candidates whose disabilities make them unable to meet these requirements will still be considered fully qualified if they can perform the Essential Functions of the job with reasonable accommodation.



STATEWIDE EMPLOYMENT OPPORTUNITIES IN CRIMINAL JUSTICE

86th District Court
Casey Blair , Judge
B. Michael Chitty , Judge

422nd District Court

David W. Daniel, Director

**Kaufman County
Community Supervision & Corrections Department**

JOB ANNOUNCEMENT

JOB TITLE: Male-Community Supervision Officer

LOCATION: Kaufman County/Terrell, Texas

QUALIFICATIONS: Minimum Education, Certification and Experience:
Bachelor’s degree in criminal justice or related field or one year experience of full time casework or counseling, or one year graduate study in a related field
Must become certified within one year.
Meet and maintain CJAD training hours requirement.
Valid driver’s license and liability insurance.
Applicants must be able to pass a criminal background check.

- **DUTIES:** Supervise a caseload of offenders placed under community supervision. Specific duties will be determined by the type of caseload assigned and may include, but not be limited to the following: monitor the probationer’s compliance with the orders of the Court through routine office and field contacts to ensure community safety, unarmed home/field visits to monitor probationers’ behavior in the community, assist the probationer in locating services needed to bring about a pro-social and law abiding behavior, conduct assessments and individualized supervision plans, conduct intakes with new probationers, provide court testimony, and report violations to the appropriate authorities in a timely manner, chronological reports, assist other department staff if requested, maintain current educational and training requirements, maintain a professional appearance, follow all personnel and departmental policies, plus any additional duties assigned by the Director.

This position will be required to assist with same sex collection of urine for drug screening. Due to departmental staffing needs a male officer is being sought.

SALARY: \$35,000.00 - \$37,000.00

CLOSING DATE: March 18, 2016

TO APPLY: ALL APPLICANTS MUST COMPLETE AND SUBMIT A KAUFMAN COUNTY [EMPLOYMENT APPLICATION](#) AND RESUME TO KAUFMAN COUNTY HUMAN RESOURCES.

CERTIFIED COLLEGE TRANSCRIPTS MUST BE PROVIDED AT TIME OF INTERVIEW

David W. Daniel,
Director
dwdaniel@kaufmancounty.net



TEXAS ASSOCIATION OF PRETRIAL SERVICES YOUR Association.

Are you energetic, passionate and looking for a way to get involved in your professional organization?



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The Texas Association of Pretrial Services (TAPS) is looking for members to serve on the Membership Committee. *Membership is the lifeblood of every organization.* Come be involved as we strive to grow the membership of our professional organization, *the only state organization dedicated specifically to the pretrial services field.*

Send your name, email address, phone number, agency name and position to:

Michelle Brown
TAPS Membership Committee
mbrown@tarrantcounty.com
phone: 817-884-2561

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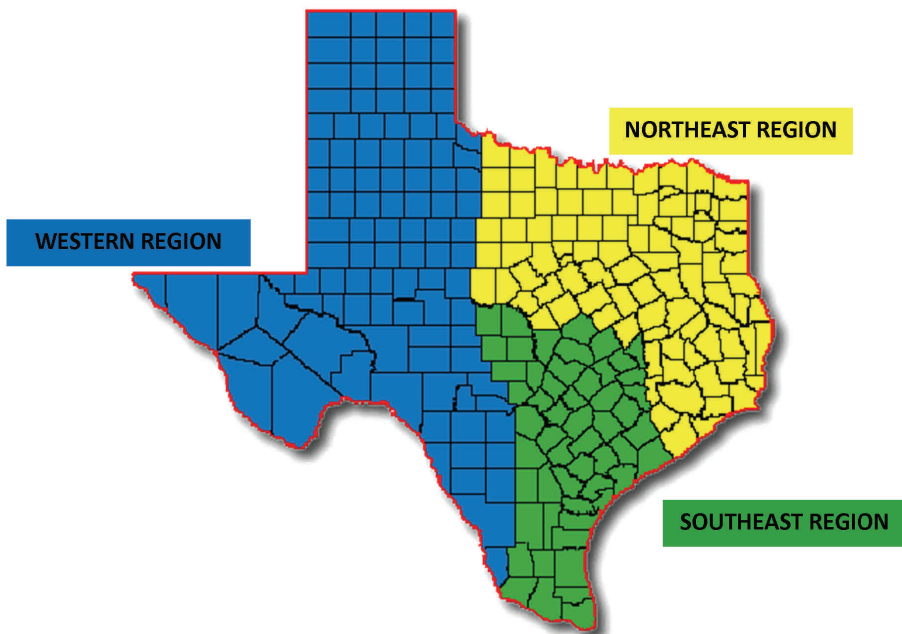
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TEXAS ASSOCIATION OF PRETRIAL SERVICES REGIONS



Western Region

| | | |
|---------------|------------|------------|
| Andrews | Gray | Nolan |
| Armstrong | Hale | Ochiltree |
| Bailey | Hall | Oldham |
| Bandera | Hansford | Parmer |
| Borden | Hardeman | Pecos |
| Brewster | Hartley | Potter |
| Briscoe | Haskell | Presidio |
| Carson | Hemphill | Randall |
| Castro | Hockley | Reagan |
| Childress | Howard | Real |
| Cochran | Hudspeth | Reeves |
| Coke | Hutchinson | Roberts |
| Collingsworth | Irion | Runnels |
| Concho | Jeff Davis | Schleicher |
| Cottle | Jones | Scurry |
| Crane | Kent | Sherman |
| Crockett | Kerr | Sterling |
| Crosby | Kimble | Stonewall |
| Culberson | King | Sutton |
| Dallam | Kinney | Swisher |
| Dawson | Knox | Taylor |
| Deaf Smith | Lamb | Terrell |
| Dickens | LaSalle | Terry |
| Dimmit | Lipscomb | Tom Green |
| Donley | Loving | Upton |
| Ector | Lubbock | Uvalde |
| Edwards | Lynn | Val Verde |
| El Paso | Martin | Ward |
| Fisher | Maverick | Webb |
| Floyd | Medina | Wheeler |
| Foard | Menard | Winkler |
| Frio | Midland | Yoakum |
| Gaines | Mitchell | Zapata |
| Garza | Moore | Zavala |
| Glasscock | Motley | |

Northeast Region

| | |
|-----------|-------------|
| Anderson | Hall |
| Angelina | Hamilton |
| Archer | Hardin |
| Baylor | Harris |
| Bosque | Harrison |
| Bowie | Henderson |
| Brazoria | Hill |
| Brown | Hood |
| Callahan | Hopkins |
| Camp | Houston |
| Cass | Hunt |
| Chambers | Jack |
| Cherokee | Jasper |
| Clay | Jefferson |
| Coleman | Johnson |
| Collin | Kaufman |
| Comal | Lamar |
| Comanche | Lampasas |
| Cooke | Leon |
| Coryell | Liberty |
| Dallas | Limestone |
| Delta | Madison |
| Denton | Marion |
| Eastland | McLennan |
| Ellis | Mills |
| Erath | Montague |
| Falls | Montgomery |
| Fannin | Morris |
| Fort Bend | Nacogdoches |
| Franklin | Navarro |
| Freestone | Newton |
| Galveston | Orange |
| Grayson | Palo Pinto |
| Gregg | Panola |
| Grimes | Parker |

| |
|---------------|
| Polk |
| Rains |
| Red River |
| Robertson |
| Rockwall |
| Rusk |
| Sabine |
| San Augustine |
| San Jacinto |
| Shackelford |
| Shelby |
| Smith |
| Somervell |
| Stephens |
| Tarrant |
| Throckmorton |
| Titus |
| Trinity |
| Tyler |
| Upshur |
| Van Zandt |
| Walker |
| Waller |
| Wichita |
| Wilbarger |
| Wise |
| Wood |
| Young |

Southeast Region

| | |
|-----------|--------------|
| Aransas | Llano |
| Atascosa | Mason |
| Austin | Matagorda |
| Bastrop | McCulloch |
| Bee | McMullen |
| Bell | Milam |
| Bexar | Nueces |
| Blanco | Refugio |
| Brazos | San Patricio |
| Brooks | San Saba |
| Burleson | Starr |
| Caldwell | Travis |
| Calhoun | Victoria |
| Cameron | Washington |
| Colorado | Wharton |
| Comal | Willacy |
| Dewitt | Williamson |
| Duval | Wilson |
| Jim Hogg | |
| Fayette | |
| Gillespie | |
| Goliad | |
| Gonzales | |
| Guadalupe | |
| Hays | |
| Hidalgo | |
| Jackson | |
| Jim Wells | |
| Karnes | |
| Kendall | |
| Kenedy | |
| Kleberg | |
| Lavaca | |
| Lee | |
| Live Oak | |



TEXAS ASSOCIATION OF PRETRIAL SERVICES REGIONS



REGISTRATION INFORMATION FORM

TEXAS ASSOCIATION OF PRETRIAL SERVICES
3rd Annual Conference and Training Institute
Thursday, April 7th – Friday, April 8th
Sam Houston State University - The Woodlands Center
3380 College Park Drive
The Woodlands, TX 77384

The Conference Registration Fee is:

\$15.00 for TAPS Members

\$50.00 for Non-Members

Attendees and/or their agencies are responsible for all travel expenses.

Please complete the information below and email this registration form to: Texas Association of Pretrial Services – P.O. Box 685153, Austin, TX 78768-5153 - Registration deadline is April 1, 2016.

| | | | |
|-----------------|--|---------|--|
| Name: | | Title: | |
| Agency: | | | |
| Agency Address: | | | |
| City/State: | | County: | |
| Email: | | Phone: | |

To become a member, please see the attached membership form.



TEXAS ASSOCIATION OF PRETRIAL SERVICES

TAPS Annual Membership Form

(PLEASE TYPE OR PRINT)

| | | | |
|--|--|--------------|--|
| NAME: | | TITLE: | |
| *** <i>(If organizational – list name of other voting members)</i> | | | |
| <input type="checkbox"/> <i>Level I - 1 voting member</i> <input type="checkbox"/> <i>Level II – 2 voting members</i> <input type="checkbox"/> <i>Level III – 3 voting members</i> | | | |
| NAME: | | TITLE: | |
| NAME: | | TITLE: | |
| AGENCY: | | | |
| AGENCY ADDRESS: | | | |
| CITY: | | STATE & ZIP: | |
| PHONE: | | FAX: | |
| EMAIL: | | | |

TYPE OF MEMBERSHIP

- \$ 35 **Professional** *(An individual employed in the field of Pretrial Services)*
- \$ 25 **Associate** *(An individual not employed in the field of Pretrial Services who subscribes to the purposes and goals of the Association)*
- \$ 25 **Student** *(Full-time Students of criminal justice, law or other related discipline)*
- \$200 **Organizational – Level I** *(A Pretrial Services Agency with 1 – 25 Employees)*
- \$250 **Organizational – Level II** *(A Pretrial Services Agency with 26 – 50 Employees)*
- \$300 **Organizational – Level III** *(A Pretrial Services Agency with over 50 Employees)*
- \$500 **Corporate** *(Person, Association or Business that supports and/or subscribes to the purposes and goals of the Association)*

Make checks payable to: Texas Association of Pretrial Services

Submit this form along with payment to:

Texas Association of Pretrial Services

P. O. Box 685153

Austin, TX 78768-5153