

ANNUAL REPORT  
2010-2011



**ASSOCIATION OF PAROLING  
AUTHORITIES INTERNATIONAL**

**THE RECOGNIZED VOICE FOR THE HIGHEST PROFESSIONAL STANDARDS OF  
RESPONSIBLE PAROLE PRACTICES**

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I must again start my year end message by thanking the men and women who have served with me on the Executive Committee this past year and the many members and colleagues I have called upon to assist us as we have positioned this organization to continue to evolve despite tough economic times.

Again I must boast about the role APAI is playing in the National Parole Resource Center (NPRC). With our dear friends and longstanding partners at the Center for Effective Policy and with the resources provided by the Bureau of Justice Assistance, we have been able to provide numerous jurisdictions with the ability to adopt practices that are truly "evidence based" and which have been proven to work. The NPRC continues to be invaluable to the practitioner by providing us with the tools we need to determine what are "best practices" and the skills and support necessary to implement them into the practice of our profession.

Having last year taken the steps necessary to achieve administrative stability in the organization, the next logical progression was to chart a vision and set a path for the upcoming years. With the technical expertise of Jeralita "Jeri" Costa and resources from our friends and colleagues at the National Institute of Corrections, we have developed a new *APAI Business Plan* that will provide the road map for the continued growth of this organization.

I would also like to acknowledge former Central Regional Vice President and current Vice President Jeffrey Peterson of Minnesota for his hard work and dedication in the effort with our friends and colleagues at the Association of State Correctional Administrators (ASCA) on the *Principle of Collaboration between Paroling Authorities and Correctional Agencies*. The development and implementation of these principles, which will govern the efforts to achieve collaboration between two highly critical components of the criminal justice process is one of the achievements I am most proud of this year.

I would like to particularly thank Chair Rissie Owens and her staff at the Texas Board of Pardons and Paroles, who worked so hard to make the 2011 Annual Training Conference in San Antonio, Texas a huge success. The record setting revenue from this event will go a long way to helping us achieve the stability we need.

I am again grateful to the many men and women who attended this conference including the many international visitors who traveled many hours and many miles. On a personal note, it was good to see my many friends and colleagues from around the world and, in particular, to be able to honor the award recipients with well-deserved recognition and praise for efforts well above and beyond the call of duty.

Thanks must also go to Chair Verman Winburn and Southern Regional Vice President Caroline Mudd of Kentucky for volunteering to host our Annual Chair Meeting. Their hospitality in Louisville was overwhelming.

I am truly convinced that all of accomplishments of the past year, along with the hard work of the membership of this organization, will result in an organization that will continue to be a leader in the field of parole and release practices.

Sincerely,

Charles Traughber  
President

## CHIEF ADMINISTRATIVE OFFICER'S REPORT

This, my second year at APAI, has been a particularly fulfilling one as the entire organization has come together to fulfill our mission to demonstrate that the parole process of the criminal justice system is an essential element for making our society a safer, better place to live. We have taken advantage of numerous opportunities to demonstrate our dedication to public safety and successful re-entry through training, education, standards of evidence – based research and best practices, providing peer- based technical assistance and support in collaboration with strategic partners.

One such partnership that is producing great results is the National Parole Resource Center (NPRC). This partnership with the Center for Effective Public Policy (CEPP), supported by funding from the Bureau of Justice Assistance (BJA), has provided much needed technical assistance and training to the practitioner in the field. The lessons learned and the resources developed as a result of this project will continue to serve the field of parole and reentry in the years to come.

Working with our partners at the Correctional Management Institute of Texas and the host agency, the Texas Board of Pardons and Paroles, APAI was able to put together a highly successful and informative Annual Training Conference in San Antonio. With the help of our members from the Kentucky Parole Board and generous support from the National Institute of Corrections (NIC), we were able to execute a stellar Chairs meeting. These two programs continue to be the cornerstone of APAI's annual activities.

We have continued to work with our dear friends and partners at the National Institute of Corrections (NIC) on several projects to advance responsible parole practices. APAI members and staff have participated in putting together the upcoming parole executive training and continue to work with Dr. Ralph Serin to advance work in the area of structured decision making.

APAI committees are in full swing and will be producing premium products for the practitioner in the upcoming months. I continue to be amazed by the hard work and dedication of the individuals who make up these committees.

The hallmark of the year was clearly the development of the *APAI Business Plan*. With the outstanding and tireless work of APAI Secretary Jeralita “Jeri” Costa and with financial support from the National Institute of Corrections the Executive Committee of APAI was able to develop a document that will guide this organization through the next two years as we advance our critical mission. In the words of baseball great Yogi Berra, *If you don't know where you are going, you might wind up someplace else*.

I could not end the year without giving special thanks to my friend and colleague Natalie Payne, our project Coordinator from the Correctional Management Institute of Texas. Without her support, administrative and otherwise, this organization could not achieved the successes it has over this past year. The decision to bring this organization aboard as the APAI Secretariat remains one of the best decisions the Executive Committee has made.

Sincerely



Keith Hardison  
Chief Administrative Officer

## COLLABORATION PRINCIPLES

Under the leadership of then APAI Central Regional Vice President Jeffery Peterson, and with assistance from Southern Regional Vice President Caroline Mudd and Chief Administrative Officer Keith Hardison, APAI has taken bold new steps towards forging lasting and effective collaborations between paroling and releasing authorities and their respective departments of corrections and supervising authorities. After many hours of work, a comprehensive document was prepared containing numerous strategic ideas about how this organization along with its partner organization, the Association of State Correctional Administrators (ASCA) can come along side to fulfill their common missions of protecting the public and supporting those who are daily engaged in this work. This plan was presented to the membership of APAI at its Annual Training Conference and received praise and support. The stage is now set for joint implementation planning efforts set to take place in the fall of 2011.

## APAI BUSINESS PLAN

In early 2011 the Executive Committee of APAI decided to revisit and update the Association's business plan which was adopted in 2008. With planning facilitation by APAI Secretary Jeralita "Jeri" Costa and support from NIC, several planning sessions were conducted by audio and video conferencing. This ultimately led to an in person session conducted in May of 2011 in which the Executive Committee put the finishing touches on a document that will lead APAI boldly into the future.

## PAROLE EXECUTIVE TRAINING

APAI Chief Administrative Officer Keith Hardison was asked to join in the efforts of NIC to develop a curriculum for the training of New Parole Executives by serving on the curriculum design committee. After several preliminary meetings with APAI member parole executives throughout the nation, a meeting of the design team was convened in Washington DC in late June. Intense work was put forth by the participants to develop an outline and suggested content for this training which is set to be unveiled in spring of 2012. This training will provide a needed resource for this often overlooked but very crucial component of the parole and release process.

## NATIONAL PAROLE RESOURCE CENTER (NPRC)

As a result of APAI's partnership with the Center for Effective Policy in the National Parole Resource Center (NPRC) and with generous funding from the Bureau of Justice Assistance (BJA) many jurisdictions have been able to receive much needed technical assistance designed to improve the manner in which they go about doing their business.

Seventeen states applied to be "learning sites" in the initial round of technical assistance available from NPRC. The paroling authorities in four states, Pennsylvania, South Dakota, Connecticut and Georgia were designated to receive long term assistance as a "learning site". In two of these sites, Pennsylvania and South Dakota, the work included a focus on collaboration issues in conjunction with the paroling authority's supervision partner.

NPRC has provided or is poised to provide short term technical assistance to the parole boards in several other states including providing workshops on continuity and collaborating with partners

NPRC conducted sessions at National Reentry Resource Center Conference in February and at the APAI Annual Training Conference in May.

The NPRC web site has the most extensive collection of materials specifically designed for parole decision makers available anywhere. As of the end of June, this site had received 27,299 hits, hosted 4,281 visits, and provided 6,826 page views, with increases recorded in each category from the first to the second calendar quarter during this period.

Work has begun on a "Self-Assessment Tool Kit" designed to provide a resource to be used by parole boards, themselves, to review their practices and identify areas of strength, as well as areas in which they might need to seek assistance. Preliminary work has begun on the development of a web resource on motivational interviewing techniques.

The work of NPRC staff has documented many areas of continuing need in the field of parole decision-making. Over the course of the next year this project, through its partners, stands poised to meet these needs with continuing training and technical assistance

## 2011 ANNUAL TRAINING CONFERENCE

With generous support from partners at PEW and NIC, APAI hosted a successful Annual Training Conference May 15 – 18, 2011 in San Antonio, Texas.. The event was attended by approximately 130 participants including 21 participants from 7 foreign countries. Participants were given a wealth of information from highly respected practitioners and researchers in the field of parole and corrections.

We are pleased to report that this event was also successful from a financial standpoint. Due to the hard work of Chair Rissie Owens and her staff at the Texas Board of Pardons and Paroles we had overwhelming support from numerous exhibitors and sponsors. The Association realized net proceeds of almost \$26,000 from the event. This money will be used to carry on the work of the Association over the coming year.

Regional/sectional meetings were conducted for each of the five APAI regions/sections. The members of COPRA met with the Executive Committee to chart the course for the Association's future.

Back by popular demand was the meeting of parole executives and other key administrative staff. The Association also hosted a planning session of the committee using the DACUM process to develop a curriculum for the Parole Executive Training scheduled for presentation in the spring of 2012.

The topics discussed included:

- ◆ *Victim's Issues in Parole*
- ◆ *The National Parole Resource Center—An Update on Emerging Lessons*
- ◆ *From Bars to 'The Bump': A battle plan to combat rising recidivism*
- ◆ *Best Practices in Victims Services in Parole*
- ◆ *Police Information Related to Corrections and Parole: Parole Board of Canada*
- ◆ *International Perspectives on Parole*
- ◆ *Research and other Initiatives from the National Institute of Corrections*
- ◆ *APAI/ASCA Joint Collaboration Principles*
- ◆ *Interstate Commission on Adult Offender Supervision*
- ◆ *Technologies for Parole*
- ◆ *Re-Entry Programs Reduce Recidivism and Increase Public Safety – CSOSA's DC Experience*
- ◆ *Successful Public Outreach Through Collaboration and Partnerships*
- ◆ *An Update on the NIC Parole Chairs training*
- ◆ *Politics versus Science in the Release of Long Term Offenders*

## 2011 APAI CHAIRS MEETING

On September 22 – 23, 2011, with generous support from NIC, APAI continued its tradition of hosting a meeting of Parole Board Chairs and Releasing Authority Directors and other with similar duties. This years meeting was held in Louisville, Kentucky and hosted by Chair Verman Winburn and Southern Regional Vice President, Caroline Mudd of the Kentucky Parole Board. This meeting has historically been a time for this group to get together to network and interact to discuss and solve problems that they are facing in their respective jurisdictions.. Under guidance of a highly skilled facilitator, Tom vonHemert, in addition to the peer interaction, 22 participants, including 2 from Canada heard discussion on topics such as:

- ◆ *Structured Decision Making and Other Issues*
- ◆ *The National Parole Resource Center*
- ◆ *National Institute of Corrections*
- ◆ *Collaboration Principles for Parole*

**APAI/ASCA COLLABORATION**

On May 20, 2010 an historic meeting took place between the Executive Committees of the Association of State Corrections Executives and APAI with funding and support from NIC. This meeting came about as a result of persistence and determination on the part of President Traughber. The purpose of this meeting was to explore ways in which these two organizations could facilitate and explore improvement in the relationship between departments of corrections and parole boards, particularly and especially in those states where the two agencies are organized as a part of separate entities.

These discussions led to a set of ground breaking “ Principles of Collaboration” that will be used to guide these two sets of agencies in the future and an agreement to jointly participate in each others organizational activities. It is anticipated that his work will have a positive influence on working relationships for years to come.

**Executive Committee**

as of June 30, 2011

***President***

Charles Traughber, Chair, Tennessee Board of Probation and Parole, Nashville TN

***Vice President***

Garland Hunt, Esq., Commissioner, Georgia Department of Juvenile Justice, Atlanta GA

***Treasurer***

Elizabeth Robinson, Chair, Iowa Board of Parole, Des Moines

***Secretary***

Jeralita Costa, Former Chair, Washington Indeterminate Sentence Review Board, Olympia WA

***Immediate Past President***

Cranston Mitchell, Vice Chairman, United States Parole Commission, Alexandria VA

***Chair of the Council for Paroling/Releasing Authorities***

Rissie Owens, Chair, Texas Board of Pardons and Parole, Huntsville TX

***Regional/Sectional Vice Presidents******International***

Renée Collette, Former Executive Vice Chairperson, National Parole Board, Ottawa, Ontario, Canada

***Northeastern USA***

Edward Reilly, Former Chair, U.S. Parole Commission, Chevy Chase MD

***Central USA***

Jeff Peterson, Executive Officer, Minnesota Department of Corrections, St. Paul MN

***Southern USA***

Caroline Mudd, Board Member, Kentucky Parole Board, Frankfort KY

***Western Regional Chair***

Barbara LeMaitre, Board Member, Wyoming Board of Parole, Cheyenne, WY

## COMMITTEES

This year saw the revitalization of the core APAI committees. These committees will be the driving force behind the implementation of the APAI Business plan for the upcoming two years. Below is a listing of the various committees, their charge and membership, as of the end of fiscal year 2010 - 2011.

### PROFESSIONAL DEVELOPMENT

#### *To determine and approve all official APAI education*

David Smith (Nevada), Chair  
 Renee Collette (Canada)  
 Marie-France Pelletier (Canada)  
 Danielle LaCost (Wisconsin)  
 Larry Chandler (Kentucky)  
 David Blumberg (Maryland)  
 Jeralita Costa (Washington)  
 Tena Pate (Florida)  
 Patricia Biggs (Kansas)  
 Keith Hardison (Staff, APAI)  
 Natalie Payne (Staff, APAI & Correctional Management Institute of Texas)  
 Doug Dretke (Staff, Correctional Management Institute of Texas)

### STANDARDS

#### *To consider and determine issues put forward as official APAI standards*

Cynthia Mausser (Ohio), Chair  
 Dan Fetsco (Wyoming)  
 William Francis (Bermuda)  
 Leroy Brownlee (Arkansas)  
 James Johnson (Air Force)  
 Larry Chandler (Kentucky)

### CRIME VICTIMS

#### *To ensure mutual cooperation between crime victims and survivors and Parole Boards and Releasing Authorities*

Barbara LeMaitre (Wyoming), Chair  
 Renee Collette (Canada)  
 Jeralita Costa (Washington)  
 Jennifer Brinkman (Tennessee)  
 Elizabeth Rothwell (Canada)  
 Ellis McSwain (Missouri)  
 Jackie Denoyelles (Texas)  
 Amanda Pyron (United States Parole Commission)  
 Anne Seymour (Justice Solutions)  
 Randi Losalu (Wyoming)  
 Tena Pate (Florida)  
 Patricia Smoot (United States Parole Commission)

### MEMBERSHIP

#### *To promote and encourage a strong, viable and sustainable membership*

Jeralita Costa (Washington), Chair  
 Edward Reilly (Maryland)  
 Caroline Mudd (Kentucky)  
 Jeff Peterson (Minnesota)  
 Barbara LaMaitre (Wyoming)  
 Renee Collette (Canada)

**FISCAL YEAR FACTS AND FIGURES**

**Membership, as of June 30, 2011**

Individual Members	54
Organizational Members	389
<b>Total Members</b>	<b>443</b>
US Agencies Represented	55
International Jurisdictions	15
<b>Total Jurisdictions</b>	<b>70</b>

**International Agencies/Individuals**

Adult Parole Board of Victoria Australia	Bermuda Government
Bermuda Parole Board	Carleton University
Cayman Islands	Department of Attorney General Perth Australia
Hong Kong Correctional Services Division	International Prison Chaplains Association
National Parole Board of Zambia	New South Wales State Parole Authority
New Zealand Parole Board	Ontario Parole Board
Parole Board of Canada	Parole Board of England and Wales
Prisoner Review Board (Australia)	

**2011 Award Recipients**

<b><i>Ben Bear Award</i></b> James E. Vick U.S. Army	<b><i>Vincent O'Leary Award</i></b> Frederick S.S. Chilukutu Zambia
<b><i>Community Service Award</i></b> Grace House San Antonio, TX	<b><i>President's Award</i></b> Jeralita "Jeri" Costa Washington

**FY 201-2011 Financial Report**

<b><u>Income</u></b>	
Membership	\$18,465.00
Grants	\$20,000.00
Programs (conferences/meetings)	\$71,793.65
Miscellaneous/Interest	\$37.70
<b><u>Total Income</u></b>	<b>\$110,296.35</b>
<b><u>Expenses</u></b>	
Programs	\$46,425.22*
Support Services (CAO & Admin. Staff)	\$45,011.96
General Administration	\$5,593.73
<b><u>Total Expenses</u></b>	<b>\$97,030.91</b>
<b><u>Income/Expenses</u></b>	
Assets—Beginning of Fiscal Year	\$49,152.90
Assets—End of Fiscal Year	\$62,418.34*
Difference	\$13,265.44
*adjusted to account for outstanding 2011 conference expenses	

**Annual Conference Financial Report**

<b><u>Income</u></b>		<b><u>Expenses</u></b>	
Registration Fees	\$42,870.00	Food & Beverage	\$25,674.59
Exhibitors Fees	\$21,500.00	Staff Travel	\$2,134.84
Silent Auction	\$1,670.00	Printing	\$932.75
Donations	\$1,698.65	Entertainment	\$1,700.00
<b><u>Total Income</u></b>	<b>\$67,738.65</b>	Refunds	\$4,185.00
		Awards	\$344.00
<b><u>Total Proceeds</u></b>	<b>\$25,822.12</b>	Supplies	\$2,525.55
		Audio Visual	\$4,419.70
		<b><u>Total Expenses</u></b>	<b>\$41,916.53</b>

**2011 Annual Training Conference**

Participants	130	Speakers/Presenters	33
Exhibitors	16	Hours of Training Available	20.5

**Acknowledgements**

**Conference Supporters**

Bureau of Justice Assistance  
 Center for Effective Public Policy  
 Correctional Management Institute of Texas  
 Dominquez State Jail  
 Dr. James Austin  
 Edward Reilly  
 Kenneth McGinnis  
 National Institute of Corrections  
 National Parole Resource Center  
 Norma Greenfield  
 Pew Center on the States  
 San Antonio Chamber of Commerce  
 San Antonio Metro Parole Office  
 Senior Warden Ernest Guterrez, Jr and staff, McConnell Unit  
 Senior Warden Jeffrey Marton and staff, Connally Unit  
 Spoetzi Brewery  
 Texas Board of Pardons and Paroles  
 Texas Department of Criminal Justice Color Guard  
 Warden Robert Balli  
 Woodbridge Winery

**Exhibitors and other Financial Support**

Alcohol Countermeasures Systems Inc.  
 AnyTrax  
 BI Incorporated – Boulder Colorado  
 DSI-ITI, LLC  
 Hale- Mills Construction, Ltd  
 JPay, Inc - Miami Florida  
 Elmo Tech, Inc.- Naperville, Illinois  
 G4S Justice Services  
 Management and Training Corp.  
 Medtox Laboratories  
 MGT of America  
 Satellite Tracking of People, LLC  
 Smart Start, Inc  
 Touch Pay  
 Vernon C. Farthing MD



***Executive Committee***

*President*

Charles Traugher  
 Tennessee

*Vice President*

Garland Hunt Esq.  
 Georgia

*Treasurer*

Elizabeth Robinson  
 Iowa

*Secretary*

Jeralita Costa  
 Washington

*Past President*

Cranston Mitchell  
 U.S. Parole Commission

*Chair of COPRA*

Rissie Owens  
 Texas

*Chief Administrative Officer*

Keith Hardison  
 Kentucky

***Regional Vice Presidents***

*International Section*

Renée Collette  
 Canada

*Northeastern USA*

Edward Reilly  
 Maryland

*Central USA*

Jeff Peterson  
 Minnesota

*Southern USA*

Caroline Mudd  
 Kentucky

*Western USA*

Barbara LeMaitre  
 Wyoming

**ASSOCIATION OF PAROLING AUTHORITIES INTERNATIONAL**

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