

The Office of Criminal Justice Services serves as support staff to the Community Criminal Justice Board. It provides analytical and statistical support to the entire local criminal justice system. The office assists in writing grants, completing research and studies on various criminal justice topics, and implementing special projects to improve the local criminal justice system. Services provided include system planning, policy development, determining trends, locating available resources. The Community Criminal Justice Board (CCJB) for the 31st Judicial Circuit was established by a Joint Resolution adopted by the Prince William Board of County Supervisors on November 28, 1995; by the Manassas Park City Council on December 19, 1995; and by the Manassas City Council on January 22, 1996. The establishment of a community advisory board was mandated by the July 1, 1995 passage of the Virginia Comprehensive Community Corrections Act for Local Responsible Offenders.



Prince William County Government  
Criminal Justice Services

## Office of Criminal Justice Services

Annual Report FY2016



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### OUR MISSION

Prince William County Office of Criminal Justice Services promotes public safety by reducing recidivism. We serve the courts and community by providing efficient, effective, innovative assessment and supervision programs that empower clients to achieve success and improve individual growth.

## Message from the Director

The Prince William County Office of Criminal Justice Services (OCJS) serves the 31<sup>st</sup> Judicial District to include Prince William County and the Cities of Manassas and Manassas Park. OCJS provides critical functions at both the pre and post adjudication stages of the criminal justice system. OCJS is working to improve the Criminal Justice System through the Evidence Based Decision Making (EBDM) Initiative; a joint initiative between Prince William County, and the independent Cities of Manassas and Manassas Park. Through the EBDM Initiative, we have the potential to improve our local Criminal Justice System, address the overcrowding of our regional jail and increase public safety. Beginning in 2009 through 2016, OCJS has continued its efforts to implement research driven strategies, known as “Evidence Based Practices” (EBP) to reduce recidivism and victimization and to improve criminal justice outcomes.

*The OCJS 2016 Annual Recidivism Study showed that 81.82% of offenders did not re-offend after their program supervision ended*

Strategies for change have included organizational development such as staff driven process action teams that focus on improving service delivery and targeting the risk and needs of offenders and defendants under supervision. Staff are now trained in effective communication/motivational interviewing, risk assessment completion, and case planning which target specific risk areas that can contribute to a reduction in recidivism. In FY2012, OCJS began to deliver in-house treatment services which enables more services to be delivered and often more efficiently.

Our Intensive Community Supervision Program (ICS) has continued to grow and is relied upon by our local Courts to serve the higher risk offenders and defendants and to assist in managing the growing local jail population, saving the County 17,869 jail bed days in FY2016.

If you would like further information regarding the services provided by the agency, please contact me or any of our staff at (703) 792-606

Steve Austin, Director



## Agency History—continued

The resources and staff are devoted to supervising offenders and defendants in the community. In Prince William County, pretrial and post-trial program services are heavily used by the General District Court and the Juvenile and Domestic Relations District Court. These programs serve the Circuit Court as well. The Office of Criminal Justice Services provides additional services designed to enhance the local criminal justice system. They include tracking statistics, assisting agencies in grant writing, developing improved domestic violence case monitoring processes, and participating in video arraignments. Agency personnel also serve as administrative staff for the 31st Judicial Community Criminal Justice Board, which functions as an advisory body to the County and to the Cities of Manassas and Manassas Park on criminal justice issues.

### OCJS Management Staff

**Steven R. Austin.....Director**  
**Stephen E. Carneal.....Criminal Justice Services  
Manager (Manassas)**  
**Tomaudrie B. Thomas.....Criminal Justice Services  
Manager (Pretrial)**  
**Loretta M. Stephens.....Criminal Justice Services  
Manager (Woodbridge)**  
**Amy J. Bass.....Administrative /  
Domestic Violence Program Manager**

## Agency History

The Prince William County Office of Criminal Justice Services was established in 1980 as a pilot program under the provisions of the Commonwealth of Virginia Community Diversion Incentive Act. At that time the agency was called the Community Corrections Program. The agency provided community supervision and treatment to non-violent felony offenders as an alternative to jail or prison. The success of this Prince William County pilot directly contributed to the flourishing of Department of Corrections sponsored Community Diversion Incentive programs throughout the Commonwealth during the eighties. In 1989, the



Community Corrections Program obtained an additional grant from the Department of Criminal Justice Services to establish a program for pretrial supervision. The Community Corrections Program was discontinued as part of the statewide sentencing reform in the mid-nineties and was replaced by the current Local Offenders Program which provides similar services (for shorter terms) to both misdemeanor and felony offenders. In 1995, the Prince William County Community Corrections Program was restructured as the Office of Criminal Justice Services.

Today, the agency provides pretrial, probation and related services to more than 2,656 adult offenders/defendants annually. These defendants are ordered into the program by the Prince William County Circuit, General District, and Juvenile and Domestic Relations District Courts. The programs serve the 31st Judicial District, which includes Prince William County, the City of Manassas, and the City of Manassas Park.

## Code of Ethics

The Office of Criminal Justice Services promotes a code of ethics that is used when working with offenders, the community, co-workers and other professionals.

- ◆ To serve with humility
- ◆ To act without prejudice
- ◆ To uphold the law with dignity
- ◆ To be objective in the performance of duties
- ◆ To respect the inalienable rights of all persons
- ◆ To cooperate with fellow workers and related agencies
- ◆ To be aware of and uphold responsibilities to the individual and to the community
- ◆ To improve professional standards through continuously seeking knowledge and understanding



### Mission

Prince William County Office of Criminal Justice Services promotes public safety by reducing recidivism. We serve the courts and community by providing efficient, effective, innovative assessment and supervision programs that empower clients to achieve success and improve individual growth.

## Evidence-Based Practices

Evidence-Based Practices are research driven interventions to aid our clients in their success. National efforts (National Institute of Corrections) has spurred the state efforts (Department of Criminal Justice Services and Virginia Community Criminal Justice Association) that have, in turn, guided OCJS. Key intervention principles include;

Target Interventions: structure treatment, supervision, and responses to offender behavior based on their risk level, needs, and personal characteristics. *OCJS has incorporated offender assessment tools and case planning.*

Skill Train with Directed Practice: use cognitive behavioral treatment methods to disrupt criminal thinking, and provide offenders with the opportunity to practice and apply pro-social behaviors. *Officers have been trained and practiced in the use of such tools as the Carey Guides and National Curriculum & Training Institute Treatment groups.*

Increase Positive Reinforcement: research demonstrates it is necessary to affirm and reward compliant behavior as well as sanction non-compliant behavior. *OCJS is receiving training from nationally recognized experts and is working on amending policy to better incorporate this principle.*



## Employee Recognition

### Prince William County Employee of the Month

The Acting CXO, Chris Martino, and Phyllis Aggrey from the Human Rights Department Presented Kenneth Murray with the Prince William County Employee of the Month Award.

Mr. Murray came upon a client who was unresponsive. She was not breathing and had no pulse. Ken roused her to consciousness. His



heroic interventions likely saved her life as she was very close to death. 911 was summoned and she was taken to the hospital. Mr. Murray exerted a genuine care and concern for the well-being of the individual. He remained calm and professional while under pressure of someone's life being in danger. OCJS is very fortunate to have Mr. Murray as an employee!

In June 2015, the DIVERT Docket Team, which includes Director Steve Austin and Pretrial/Probation Officer Allison Intihar, was selected as a 2015 County Executive Award Winner.

The DIVERT Docket is a specialized court docket established to help manage mental health issues for individuals who enter the local judicial system. It is a public docket, held on the third Monday of each month, where attorneys with clients on the docket meet before court to review their cases with other criminal justice entities. Until the implementation of the docket there were delays in the processing of mental health evaluations, which often resulted in unnecessary jail time for individuals who have mental health needs. By improving this process the DIVERT Docket has been able to aid in reducing and/or eliminating jail time and diverting these individuals into appropriate programming, including pretrial programs.

## Spotlight On Community Partnerships

The Office of Criminal Justice Services is engaged in building partnerships throughout the community. These strong relationships foster communications through collaboration and enhance the local criminal justice system.



Volunteer Prince William (VPW) provides and supervises placements for clients who are ordered to perform community service. There were over 500 monthly referrals with more than 9500 hours of community service hours performed in FY2016. VPW makes the service placement, tracks the client's hours and provides reports to OCJS, probation officers and/or directly to both court systems.

## Employee Recognition

### Employee of the Quarter

We value the contributions, dedication and professionalism of our staff members who demonstrate the spirit of our code of ethics and the mission of our agency. Each quarter individuals are submitted by their peers for this award for promoting and upholding our core values.

The following team members were recognized as Employees of the Quarter during FY2016:

Cassandra McCain

Probation/Pretrial Supervision Officer I

Burita Mullins

Administrative Support Assistant III

Ken Murray

Probation/Pretrial Supervision Officer II

## Accomplishments

OCJS is actively engaged in the County's Evidence Based Decision (EDBM) Committee. The EBDM framework requires all members of the Criminal Justice System to make decisions based on sound research and empirical evidence. This increases collaboration among each of the agencies throughout the Criminal Justice System, reduces potential for actual and perceived institutional bias, and provides greater consistency and outcomes for victims, offenders and society.

As an agency OCJS is represented on the Prince William County Re-entry Council. The Council is a collaborative effort which addresses needs (such as housing, employment and mental health) for offenders who are released back into the community. The council members also participate in the Prince William-Manassas Regional Adult Detention Center Resource Fairs.

OCJS is actively engaged in the DIVERT Team, a cooperative multi-agency effort with numerous criminal justice, treatment and community organizations. It is a proactive effort to divert individuals with mental health issues from the jail system and connect them with the appropriate support services needed.

- Probation Officers conducted 2,157 risk assessments
- Probation Officers facilitated a total of \$173,446.29 in restitution payments to victims
- Probationers performed over 10,303 hours of community service hours
- OCJS Staff participated in the Prince William-Manassas Regional Adult Detention Center Resource Fairs. The fairs are a rewarding experience, which support the common goal to assist inmates with the transition back into the community.

## Probation

Probation is a judicially imposed suspension of sentence that allows a person to remain in the community under the supervision of a probation officer. Conditions of community-based supervision can include jail time, fines, restitution, community service, and participation in treatment.



Probationers are required to report to probation a number of times depending on the risk level of the offender. If the probationer does not follow the conditions of probation, a judge may order a jail or prison sentence.

Probation officers work hand-in-hand with community services, private treatment providers and social service agencies to provide offenders and victims with the support and services they need. Probation officers maintain partnerships with law enforcement and other justice agencies so the agencies can benefit from the expertise of each other and share information on criminal activity.

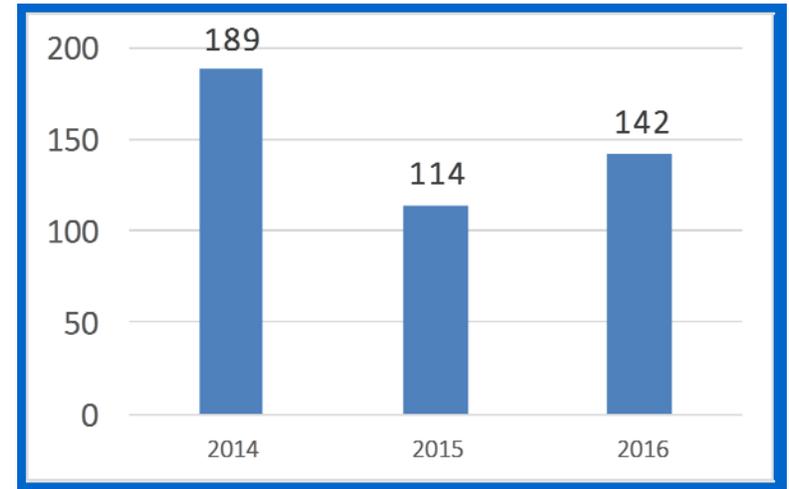
### Some of the officers' job duties include:

- Assessing offender risk
- Developing a case plan based on identified risks
- Assist offenders to obtain needed services
- Oversee the rehabilitation of offenders
- Administer drug tests
- Conduct offender work and home visits
- Monitor compliance with court orders
- Help victims receive services and restitution

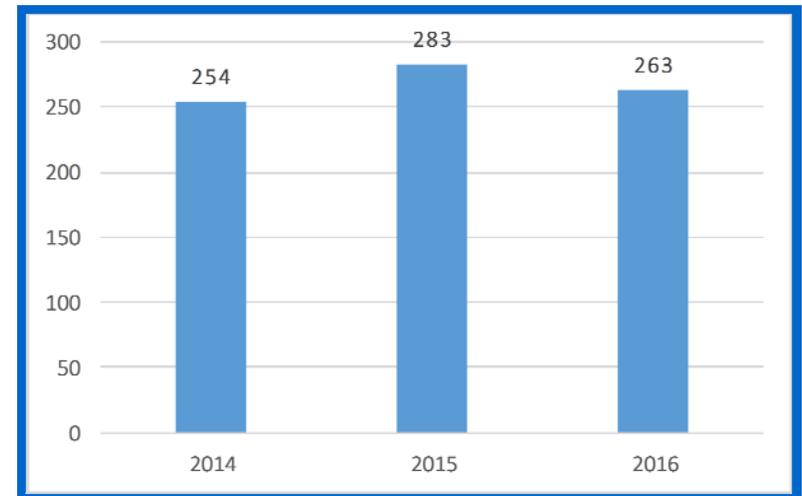


## Domestic Violence Program FY2014-FY2016

### Domestic Violence Resource Information Provided to Victims



### Protective Orders Monitored (number of cases)



## Domestic Violence Program

The Office of Criminal Justice Services Domestic Violence Program is an important component of the Greater Prince William Sexual and Domestic Violence Prevention Council. The council focuses on improving the community's response to sexual and domestic violence. Council meetings are open to all criminal justice professionals and service providers who have contact with either the victims or perpetrators of sexual and domestic violence. In conjunction with the Sexual and Domestic Violence Prevention Council's objectives, it is a priority of the Office of Criminal Justice Services to address the growing problem of domestic violence in Prince William County and the Cities of Manassas and Manassas Park.

In Prince William County, when a protective order against a domestic partner is issued by a judge, Domestic Violence Program staff monitor these orders and report treatment condition violations to the court. Program staff work closely with prosecutors and advocates to ensure that perpetrators of domestic violence are held accountable to enhance victim safety. Additionally, staff make certain that victims of alleged abuse receive information about the various resources in the community, and work to help victims and families receive appropriate services.



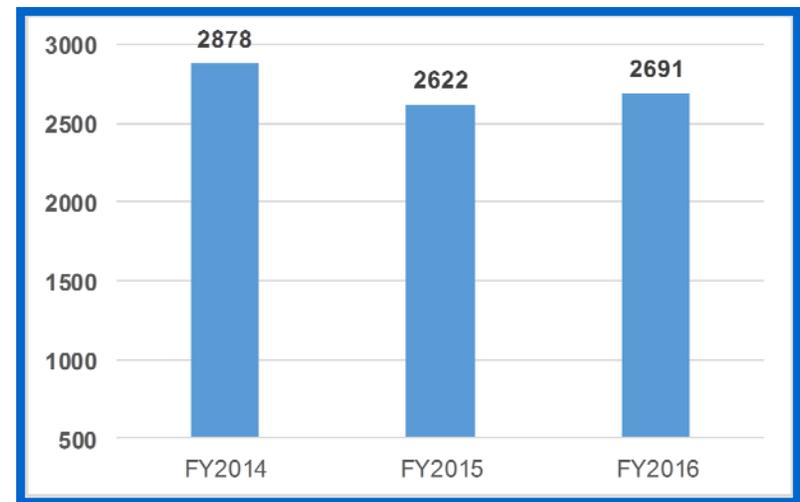
During the month of October, OCJS Employees wore purple to promote Domestic Violence Awareness Month.

## Local Offenders Probation FY2014-FY2016

The Office of Criminal Justice Services Local Offenders Probation program (also referred to as the Community Corrections Program) provides short-term supervision and services primarily for post-adjudication misdemeanor offenders. These offenders are court-ordered into the Local Offenders Program and given a deferred or suspended sentence pending successful participation. These offenders undergo a research-based risk and needs assessment and are then referred to services appropriate to those risks and/or needs. A range of services, including substance abuse, mental health, domestic violence and/or cognitive treatment programs, are provided to the offenders from both within the agency and from our partners in the community. Offenders who are unable to successfully complete the program are returned to court.

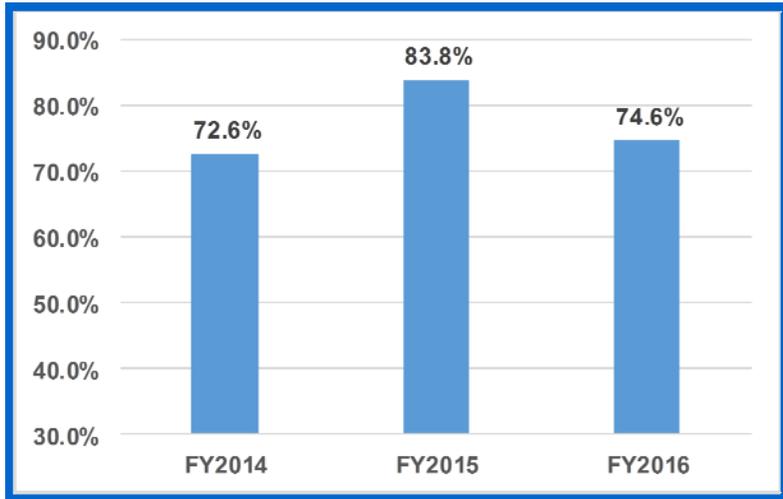


### Probationers Referred for Treatment and Intervention Services

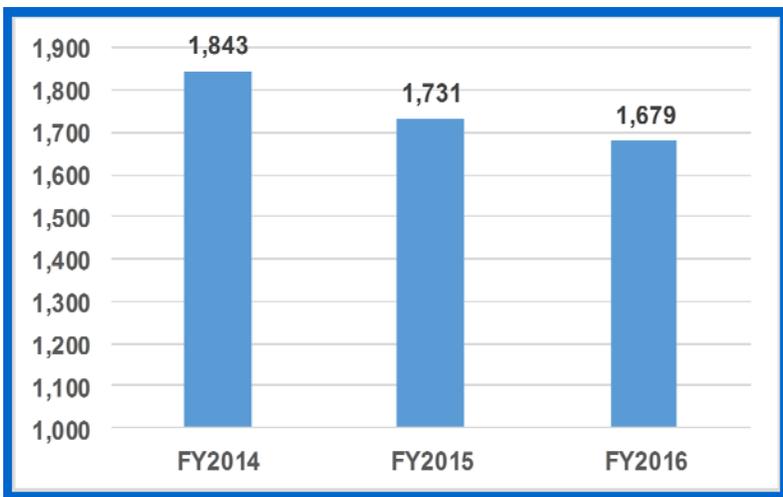


## Local Offenders Probation FY2014-FY2016

### Successful Local Offenders Probation Case Closures

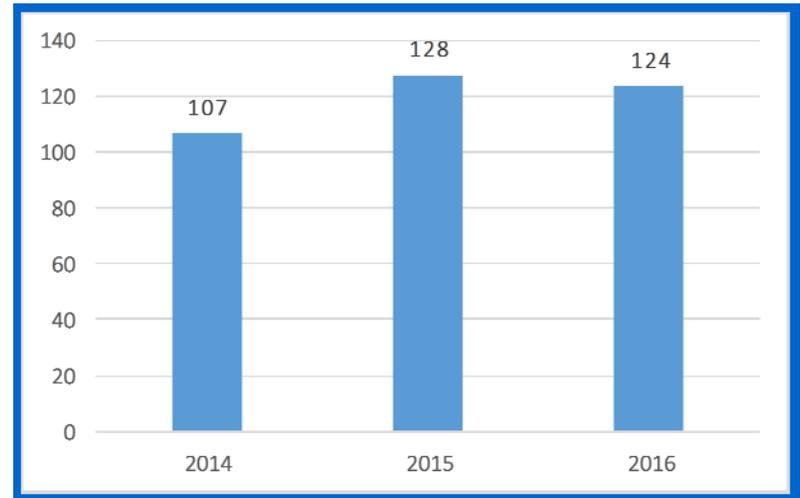


### Local Offenders Placed on Probation

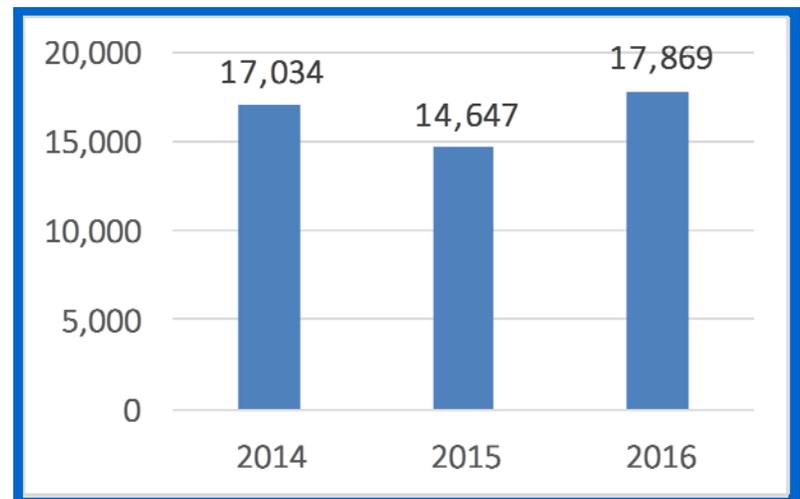


## Intensive Community Supervision FY2014-FY2016

### Total Intensive Pretrial Supervision Clients



### Intensive Community Supervision Jail Bed Days Saved



## Intensive Community Supervision

The Intensive Community Supervision Program was established in Prince William County in 2006 as a pilot program to alleviate the jail population. The intensive supervision team works with



high-risk offenders in an effort to collaborate with other programs and ensure successful outcomes for their clients. They address issues ranging from substance abuse to serious mental health concerns as they relate to the criminal justice system both pre and post trial. This partnership

is consistent with the Virginia Commonwealth Consortium for Mental Health and Criminal Justice Transformation initiative to divert and provide treatment services to clients with serious mental health concerns from the criminal justice system.

### **A CLIENT WHO PARTICIPATES IN THE INTENSIVE SUPERVISION PROGRAM MAY BE REQUIRED TO COMPLY WITH SEVERAL OF THE FOLLOWING:**

- Electronic monitoring
- Three to five face-to-face contacts per week with a pretrial supervision officer
- Random drug testing/  
Breathalyzer testing
- Referral to treatment services as appropriate, including mental health services
- Any other special conditions set by the court



## Pretrial Supervision

The Pretrial Supervision Program is designed to aid the courts in the initial processing of defendants. The Pretrial Supervision Program provides background information to the courts on newly arrested defendants. Pretrial Supervision Officers are tasked with providing supervision to defendants while awaiting trial. This service also helps to reduce jail crowding as well as to help maintain public safety. Pretrial Interviewer/Investigation Officers screen defendants who are being held in the Prince William-Manassas Regional Adult Detention Center while awaiting their first court appearance.

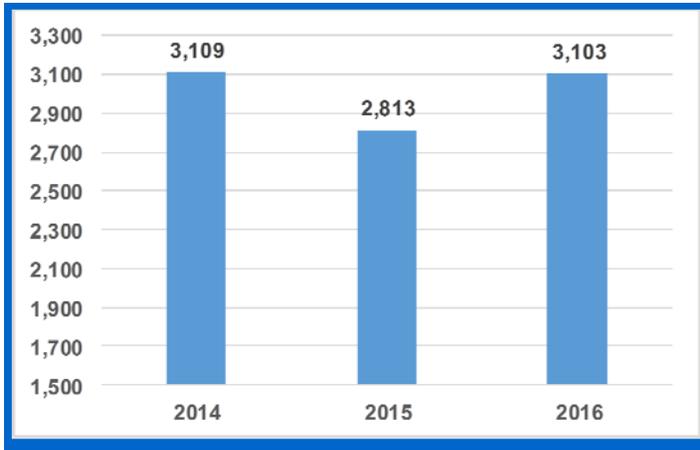
The pretrial process includes collecting and verifying demographic information, criminal history, and any information regarding substance abuse, mental health treatment and/or medical problems. The Pretrial Interviewer/Investigator compiles a risk assessment based on the information collected, and make recommendations to the courts in reference to the defendant's pretrial status. When a recommendation for release with pretrial supervision is made a defendant is referred by the court to comply with supervision condition. Pretrial Supervision Officers provide supervision for these defendants until a final disposition is reached in their court case. Defendants are released back into the community with conditions while they are awaiting trial.

## Pretrial Supervision

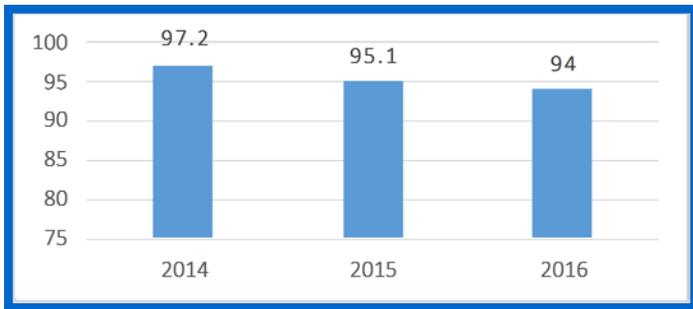
FY2014-FY2016

This chart below demonstrates by fiscal year the number of interviews conducted by the staff from the Pretrial Supervision Program. Staff interview detainees at the Prince William-Manassas Regional Adult Detention Center to determine eligibility for pretrial release. These screenings enable pretrial staff to give court recommendations regarding the placement of these inmates.

**Pretrial Interviews Conducted**

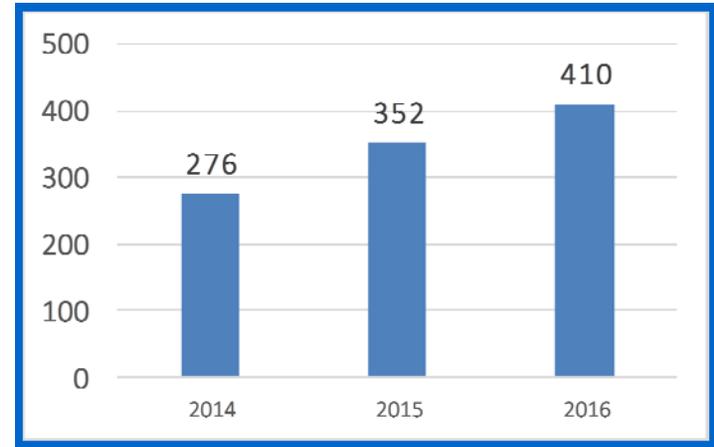


**Rate of Successful Pretrial Court Appearance**



In FY2016 the average daily caseload reached 410, an all-time high for the program. While many criminal justice programs should favor reduced caseload, Pretrial Supervision seeks to maintain public safety while at the same time reducing the use of more costly alternatives such as pretrial detention in the local jail. When multiplied by the number of days that pretrial clients awaited trial, the result is the number of jail bed days the program has saved.

**Average Pretrial Daily Caseload**



**Pretrial Bed Days Saved**

