

Agency Strategic Plan

Virginia Parole Board (766)

3/14/2014 4:22 pm

Biennium: 2010-12 ▼

Mission and Vision

Mission Statement

The Virginia Parole Board's mission is to protect public safety and contribute to a fair and effective justice system by ensuring that persons who remain a threat to society remain incarcerated and those who no longer present a risk are released to become productive citizens. The Parole Board is empowered to make decisions regarding discretionary release of those inmates who are parole eligible; to revoke parole and post-release supervision of those found to be in violation of the terms of their release and to investigate, prepare reports and advise the Governor on requests for executive clemency. The Board also reviews and makes decisions on petitions for geriatric release and reviews appeals of cases for those declared ineligible for parole under the three-time law.

Vision Statement

The Parole Board vision is make parole and related decisions in a timely manner consistent with public safety, victim concerns, inmate rights and the wise use of state resources.

We envision the Parole Board as a vital part of the Virginia justice system because it

Makes fair, consistent and impartial parole decisions and clemency recommendations in a timely manner;

Considers public protection, victim concerns and offender circumstances;

Makes wise use of state resources.

Executive Progress Report

Service Performance and Productivity

- *Summary of current service performance*

The Parole Board performs a multitude of functions within the criminal justice system.

- **PAROLE**-- The primary function of the Parole Board is to make decisions with regard to the granting of parole. In 1995, Virginia abolished parole for all crimes committed after July 1, 1995. At this time there are approximately 10,000 inmates in the Department of Correction who are eligible for parole and an estimated 6,000 decisions required annually. Many factors are considered by the Board in deciding whether to grant parole. These factors include the nature of the crime, length of sentence, time served, criminal record, past experience on supervision, institutional adjustment, family/community support, and victim input.

- **REVOCATIONS**--The Parole Board also reviews those who are in violation of the conditions of their pre- or post-release supervision and determines which individuals should be returned to custody and which should be continued on supervision. Consideration is given to the nature of the crime for which they at supervision, whether the violation is a new criminal conviction or a technical violation such as continued use or failure to complete sex offender treatment and the amount of time left to serve. There are approximately 600 violators reviewed by the Parole Board annually.

- **GERIATRIC PETITIONS**--Under Virginia law, inmates who have reached the age of 60 and served 10 years and inmates who are 65 years of age and have served 5 years may petition the Parole Board for "geriatric"

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release. The board receives 50-75 geriatric petitions annually. There are approximately 400 inmates who meet the minimum requirements (age and length of incarceration). All but approximately 65 of these are parole eligible and therefore are already reviewed annually for parole and their age as well as any health issues are considered at that time. Geriatric petitions are reviewed by the board and decisions as to whether to release inmate are based on such factors as the nature of the crime, age and medical condition, length of sentence received, time served, criminal record, institutional record, family and community support, and victim input. Most of the inmates who have applied for geriatric release have been violent criminals.

- **CLEMENCY PETITIONS** - Anyone convicted of a crime, whether incarcerated or not, may request clemency from the Governor in the form of a simple pardon (official forgiveness for a crime), a conditional pardon (reduction in sentence/ release from incarceration) or an absolute pardon (appropriate only for innocent individuals). At the request of the Governor, the Parole Board investigates the facts and circumstances of the original crime and any other relevant

information and makes a recommendation to the Governor. The Parole Board reviews and evaluates 200-300 petitions annually. This number may increase because individuals sentenced under the no-parole law have no recourse except to seek clemency.

- **APPEALS OF 3x LOSER STATUS** - Under Va. Law (prior to the elimination of parole in 1995), a person convicted of three murders, rapes or armed robberies that were not part of a common scheme or plan was not eligible for parole. The decision as to whether a person falls under the "3x loser" statute is made by the Department of Corrections and may be appealed to the Parole Board. The Parole Board reviews the appeals and determines whether the determination made by the Department of Corrections is correct. Because these cases involve crimes committed prior to 1995, most have already been appealed to and ruled on by the Board.

- **VICTIM ISSUES**- The Parole Board seeks victim input prior to releasing an inmate on discretionary parole. This effort is accomplished in two ways. First - the Board, with the help of a grant through the Department of Criminal Justice Services is in the process of reviewing the cases of all 10,000 parole eligible inmates and attempting to locate the victims/victim's families to obtain information about the impact of the crime. This information is made part of the official file and is reviewed by the Board as part of the decision making process. Considering the fact that many of the violent crimes are decades old and records often contain little or no current victim information, this is a formidable and resource intensive task. Second: Whenever the Board is considering granting parole to an inmate, the victim is contacted and updated information sought

- **BOARD APPOINTMENTS**- The Parole Board offers crime victims and their families the opportunity to meet with a member of the Board to personally express their feelings about the impact of the crime and the inmate's possible parole. After the Board appointment, each victim is contacted personally to inform him of the Board's decision.

- **INMATE ISSUES** - The Board offers inmates' families and supporters the opportunity to meet with a member of the Board to provide information as to why the inmate should be released.

Agency Strategic Plan

- *Summary of current productivity*

Develop, test and implement a new voting system for the Parole Board as part of the new DOC case management system. Work in progress.

Initiatives, Rankings and Customer Trends

- *Summary of Major Initiatives and Related Progress*

[Nothing entered]

- *Summary of Virginia's Ranking*

[Nothing entered]

- *Summary of Customer Trends and Coverage*

[Nothing entered]

Future Direction, Expectations, and Priorities

- *Summary of Future Direction and Expectations*

[Nothing entered]

- *Summary of Potential Impediments to Achievement*

[Nothing entered]

Service Area List

| Service Number | Title |
|----------------|-------------------------------------|
| 766 352 01 | Adult Probation and Parole Services |

Agency Background Information

Statutory Authority

Va Code Section 53.1-134 - Creation of the Parole Board
 Va Code Section 53.1- 136 - Powers and Duties of Board
 Va Code Section 53.1-155 - notification/input

Customers

| Customer Group | Customers served annually | Potential customers annually |
|---|---------------------------|------------------------------|
| Clemency petitioners | 600 | 600 |
| Geriatric release petitioners | 75 | 75 |
| Inmates eligible for parole annually (decisions) | 5,000 | 5,000 |
| Parole eligible inmates | 5,000 | 5,000 |
| Parole/Post-release supervision violation cases | 500 | 500 |
| Victims seeking meeting (appointment) with Board member | 75 | 75 |
| Victims to be contacted annually | 1,000 | 1,000 |

Anticipated Changes To Agency Customer Base

[Nothing entered]

Partners

| Partner | Description |
|----------------|-------------|
| [None entered] | |

Products and Services

- *Description of the Agency's Products and/or Services:*
"
- *Factors Impacting Agency Products and/or Services:*
[Nothing entered]
- *Anticipated Changes in Products or Services:*
[Nothing entered]

Finance

- *Financial Overview:*
[Nothing entered]
- *Financial Breakdown:*

| | FY 2011 | | FY 2012 | |
|---------------------|------------------|-----------------|------------------|-----------------|
| | General Fund | Nongeneral Fund | General Fund | Nongeneral Fund |
| Base Budget | \$741,957 | \$0 | \$741,957 | \$0 |
| Change To Base | \$0 | \$0 | \$0 | \$0 |
| Agency Total | \$741,957 | \$0 | \$741,957 | \$0 |

This financial summary is computed from information entered in the service area plans.

Human Resources

- *Overview*
[Nothing entered]
- *Human Resource Levels*

| | |
|---------------------------------|------------|
| Effective Date | 9/1/2009 |
| Total Authorized Position level | 0 |
| Vacant Positions | 0 |
| Current Employment Level | 0.0 |
| Non-Classified (Filled) | 0 |
| | |

| | | |
|-----------------------------------|------------|---|
| Full-Time Classified (Filled) | 0 | <i>breakout of Current Employment Level</i> |
| Part-Time Classified (Filled) | 0 | |
| Faculty (Filled) | 0 | |
| Wage | 0 | |
| Contract Employees | 0 | |
| Total Human Resource Level | 0.0 | <i>= Current Employment Level + Wage and Contract Employees</i> |

- *Factors Impacting HR*
[Nothing entered]
- *Anticipated HR Changes*
[Nothing entered]

Information Technology

- *Current Operational IT Investments:*
[Nothing entered]
- *Factors Impacting the Current IT:*
[Nothing entered]
- *Proposed IT Solutions:*
[Nothing entered]
- *Current IT Services:*

Estimated Ongoing Operations and Maintenance Costs for Existing IT Investments

| | Cost - Year 1 | | Cost - Year 2 | |
|--------------------------------------|----------------|------------------|----------------|------------------|
| | General Fund | Non-general Fund | General Fund | Non-general Fund |
| Projected Service Fees | \$2,778 | \$0 | \$2,820 | \$0 |
| Changes (+/-) to VITA Infrastructure | \$0 | \$0 | \$0 | \$0 |
| Estimated VITA Infrastructure | \$2,778 | \$0 | \$2,820 | \$0 |
| Specialized Infrastructure | \$0 | \$0 | \$0 | \$0 |
| Agency IT Staff | \$0 | \$0 | \$0 | \$0 |
| Non-agency IT Staff | \$0 | \$0 | \$0 | \$0 |
| Other Application Costs | \$0 | \$0 | \$0 | \$0 |
| Agency IT Current Services | \$2,778 | \$0 | \$2,820 | \$0 |

Comments:
[Nothing entered]

- *Proposed IT Investments*

Estimated Costs for Projects and New IT Investments

| | Cost - Year 1 | | Cost - Year 2 | |
|-------------------|---------------|------------------|---------------|------------------|
| | General Fund | Non-general Fund | General Fund | Non-general Fund |
| Major IT Projects | \$0 | \$0 | \$0 | \$0 |

| | | | | |
|---------------------------------------|------------|------------|------------|------------|
| Non-major IT Projects | \$0 | \$0 | \$0 | \$0 |
| Agency-level IT Projects | \$0 | \$0 | \$0 | \$0 |
| Major Stand Alone IT Procurements | \$0 | \$0 | \$0 | \$0 |
| Non-major Stand Alone IT Procurements | \$0 | \$0 | \$0 | \$0 |
| Total Proposed IT Investments | \$0 | \$0 | \$0 | \$0 |

● *Projected Total IT Budget*

| | Cost - Year 1 | | Cost - Year 2 | |
|-------------------------|----------------|------------------|----------------|------------------|
| | General Fund | Non-general Fund | General Fund | Non-general Fund |
| Current IT Services | \$2,778 | \$0 | \$2,820 | \$0 |
| Proposed IT Investments | \$0 | \$0 | \$0 | \$0 |
| Total | \$2,778 | \$0 | \$2,820 | \$0 |

[Appendix A](#) - Agency's information technology investment detail maintained in VITA's ProSight system.

Capital

- *Current State of Capital Investments:*
[Nothing entered]
- *Factors Impacting Capital Investments:*
[Nothing entered]
- *Capital Investments Alignment:*
[Nothing entered]

Agency Goals

Goal 1

Render decisions on cases before the Board in a just and timely manner.

Goal Summary and Alignment

It is the responsibility of the Parole Board to make decisions regarding whether offenders convicted of serious crimes should be released from incarceration prior to the completion of the sentence imposed by the court. It also has to decide whether offenders released on parole, but who have violated conditions of their parole supervision, should be returned to prison. In making each decision, the Board must weigh numerous competing factors: • the interests of society in seeing that justice is served for the commission of a criminal offense • the interests of victims of crimes • whether public safety would be compromised by the release of an offender • the interests of the offender and the extent of his rehabilitation In addition to these factors, it is in everyone's interests that decisions be made as expeditiously as possible so as to minimize uncertainty. This goal is directly related to the Board's mission of protecting public safety and contributing to a fair and effective justice system.

Goal Alignment to Statewide Goals

- Protect the public's safety and security, ensuring a fair and effective system of justice and providing a prepared response to emergencies and disasters of all kinds.

Goal 2

Provide Board Appointments for 100% of all victims requesting appointments.

Goal 3

Seek victim input in 100% of discretionary grant cases.

Service Area Strategic Plan

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Service Area 1 of 1

Adult Probation and Parole Services (766 352 01)

Description

This service area encompasses the following activities:

- granting or denying parole for those offenders who are eligible for parole
- deciding whether to revoke the parole of those offenders on parole who have violated the conditions of their parole supervision
- making recommendations to the Governor on petitions for clemency
- hearing appeals of offenders for whom the "three-time loser" statute has been applied
- meeting with those victims who request an appointment with a Board member to discuss an offender's possible parole
- notifying crime victims prior to the release of an offender on parole

Background Information

Mission Alignment and Authority

- *Describe how this service supports the agency mission*

In carrying out activities in this service area, the Board promotes its mission of protecting public safety and contributing to a fair and effective justice system by considering the possible impact on public safety created by the release of an offender, the interests of society in having justice served, the impact of the crime on victims, and the extent of the offender's rehabilitation and his possible contribution to society, if paroled.

- *Describe the Statutory Authority of this Service*

Va Code Section 53.1- 136

Customers

| Agency Customer Group | Customer | Customers served annually | Potential annual customers |
|---|---|---------------------------|----------------------------|
| Clemency petitioners | Clemency petitioners | 600 | 600 |
| Geriatric release petitioners | Geriatric release petitioners | 75 | 75 |
| Inmates eligible for parole annually (decisions) | Inmates eligible for parole annually (decisions) | 5,000 | 5,000 |
| Parole/Post-release supervision violation cases | Parole/Post-release supervision violation cases | 500 | 500 |
| Victims seeking meeting (appointment) with Board member | Victims seeking meeting (appointment) with Board member | 75 | 75 |
| Victims to be contacted annually | Victims to be contacted annually | 1,000 | 1,000 |

Anticipated Changes To Agency Customer Base

[Nothing entered]

Partners

| Partner | Description |
|---------|-------------|
|---------|-------------|

[None entered]

Products and Services

- *Factors Impacting the Products and/or Services:*
[Nothing entered]
- *Anticipated Changes to the Products and/or Services*
[Nothing entered]
- *Listing of Products and/or Services*

- Decisions on parole applications from offenders
- Decisions on parole revocation
- Recommendations to Governor on clemency petitions
- Decisions on appeals relating to "three-time loser" law
- Appointments (meetings) with victims
- Notifications sent to victims of possible parole of offender
- Meetings with inmates' families to discuss possible parole of inmates

Finance

● *Financial Overview*

All of the funding provided for the Parole Board in the Appropriation Act comes from the general fund. In addition, to the general fund appropriation, the Board's budget includes funds from a victim/witness grant.

● *Financial Breakdown*

| | FY 2011 | | FY 2012 | |
|---------------------------|------------------|-----------------|------------------|-----------------|
| | General Fund | Nongeneral Fund | General Fund | Nongeneral Fund |
| Base Budget | \$741,957 | \$0 | \$741,957 | \$0 |
| Change To Base | \$0 | \$0 | \$0 | \$0 |
| Service Area Total | \$741,957 | \$0 | \$741,957 | \$0 |

Human Resources

● *Human Resources Overview*

[Nothing entered]

● *Human Resource Levels*

| | | |
|-----------------------------------|------------|--|
| Effective Date | | |
| Total Authorized Position level | 0 | |
| Vacant Positions | 0 | |
| Current Employment Level | 0.0 | |
| Non-Classified (Filled) | | } breakout of Current Employment Level |
| Full-Time Classified (Filled) | | |
| Part-Time Classified (Filled) | | |
| Faculty (Filled) | | |
| Wage | | |
| Contract Employees | | |
| Total Human Resource Level | 0.0 | = Current Employment Level + Wage and Contract Employees |

● *Factors Impacting HR*

[Nothing entered]

● *Anticipated HR Changes*

[Nothing entered]

Service Area Objectives

- Make decisions on parole grant or revocation cases in an expeditious manner.

[Link to State Strategy](#)

- nothing linked

Objective Measures

- Average number of days between the date of hearing and decision.

Measure Class: Measure Type: Measure Frequency: Preferred Trend:

Measure Baseline Value: Date:

Measure Baseline Description: 25 days

Measure Target Value: Date:

Measure Target Description: 25 days

Data Source and Calculation: Parole Board electronic system

- Provide crime victims with maximum opportunity to provide input into decisions on cases before the Board.

Link to State Strategy

- nothing linked

Objective Measures

- Meetings (appointments) with victims

Measure Class: Measure Type: Measure Frequency: Preferred Trend:

Measure Baseline Value: Date:

Measure Baseline Description: Provide Board appointments to 100 percent of victims requesting appointment

Measure Target Value: Date:

Measure Target Description: 100 percent of victims requesting appointment

Data Source and Calculation: Board logs and records

- Seek input from victims of inmates' pending parole

Measure Class: Measure Type: Measure Frequency: Preferred Trend:

Measure Baseline Value: Date:

Measure Baseline Description: 100 percent of discretionary grant cases

Measure Target Value: Date:

Measure Target Description: 100 percent of discretionary grant cases

Data Source and Calculation: Board logs and records

- To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Link to State Strategy

- nothing linked

Objective Measures

- Percent of Governor's Management scorecard categories marked as meets expectations for the agency

Measure Class: Measure Type: Measure Frequency: Preferred Trend:

Measure Baseline Value: Date:

Measure Baseline Description: 100

Measure Target Value: Date:

Measure Target Description: 100

Data Source and Calculation: Governor's scorecard--percentage of categories marked as "meets expectations."

- Cost per Virginia Parole Board decisions.

Measure Class: Measure Frequency: Preferred Trend:

Measure Baseline Value: Date:

Measure Baseline Description: Amount per decision

Measure Target Value: Date:

Measure Target Description: Cost per decision.

Data Source and Calculation: Divide the Agency's appropriation by the number of discretionary parole and parole violation decisions. (FY2008 = 5,636)