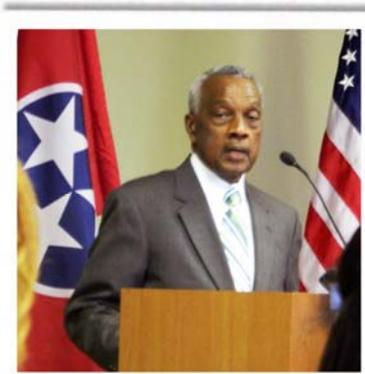




**Tennessee Board of Probation & Parole
Annual Report, FY 2011-2012**

Table of Contents

| | |
|---|----|
| Letter of Transmittal | 2 |
| Board Members | 3 |
| Duties, Mission & Vision | 5 |
| Strategic Plan & Program Performance Measures | 6 |
| BOPP Accomplishments | 7 |
| Senior Management | 8 |
| BOPP Statistics | 9 |
| Victim Services Division | 11 |
| Field Services Division | 13 |
| Finances | 16 |
| BOPP History & Timeline | 17 |
| Probation & Parole Glossary | 18 |



Tennessee Board of Probation & Parole

*Our mission is to minimize public risk and maximize lawful behavior
by the prudent, orderly release
and community supervision of adult offenders.*



STATE OF TENNESSEE
BOARD OF PAROLE
404 JAMES ROBERTSON PARKWAY, SUITE 1300
NASHVILLE, TENNESSEE 37243-0850 (615) 741-1673

October 1, 2012

The Honorable Bill Haslam, Governor
General Assembly, State of Tennessee
State Capitol Building
Nashville, Tennessee 37243

Governor Haslam and Members of the General Assembly:

Pursuant to Tennessee Code Annotated 4-4-114, the Tennessee Board of Parole hereby transmits its Annual Report to you for fiscal year 2011-12 — its last as the Board of Probation & Parole.

To fulfill the agency's mission to minimize public risk and promote lawful behavior by the prudent, orderly release and community supervision of adult offenders, Board Members must determine whether to parole eligible felony offenders for community supervision or continue incarceration in Department of Correction (TDOC) or county facilities for complete sentence terms. The Board reviews all clemency requests and submits non-binding recommendations for consideration to the Governor.

The Field Services Division monitored and supervised offenders who were granted parole and felony offenders placed on probation by criminal courts. As of June 30, 2012, there were 13,006 parolees (compared to 12,429 in 2011) and 56,833 probationers (compared to 54,235 in 2011) under the supervision of the agency. Probation and parole supervision had an average cost during FY 11-12 of \$2.87 per day, per offender. Comparatively, TDOC's FY 2011-12 average daily cost for incarceration was approximately \$67.07 per inmate in its prisons and \$48.47 per state inmate held in a local jail (*TDOC costs are preliminary as of September 7, 2012 based on state appropriations, and do not include indirect costs*). The Board of Probation & Parole had 1,147 staff positions in FY 2011-12 with a budget of \$77,190,300, not including Community Corrections positions and program funding.

BOPP also provided oversight for 19 Community Corrections grant programs statewide. In FY 2011-12, those programs had a combined state appropriation of \$13,810,500, not including fee collections. The Community Corrections offender population was 7,593 on June 30, 2012, with an average daily cost of \$4.79 per offender.

The Board expresses its sincere appreciation to the members of Tennessee's Executive and Legislative branches for effectively overseeing our work and providing leadership. We are also indebted to the BOPP and Community Corrections staff who devoted time, energy and skills to carrying out our mission, and we give them our sincere gratitude.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Charles M. Traughber".

Charles M. Traughber, Chairman

Board Members



*The Board, seated, left to right: Patsy Bruce, Charles Traughber and Lisa Jones.
Standing, left to right: Yusuf Hakeem, Ronnie Cole, Joe Hill and Chuck Taylor.*

Chairman Charles Traughber

Mr. Traughber began his criminal justice career as an Institutional Counselor in the Department of Correction in 1969. In 1972, he was appointed Chairman of the Board of Paroles and served until June 1976. He was a member of the Board from 1976 until July 1977, when he was re-appointed Chairman, and served in that capacity through June, 1979. He again served as a member until December 1985. From then until December 1987, he worked as a consultant with a private correctional company. He was reappointed Chairman in January of 1988 and has served in the position since that date. A native of Chattanooga, he is a graduate of Tennessee State University in Nashville. He is also a member of the Tennessee Correctional Association, the American Correctional Association and served two terms as president of the Association of Paroling Authorities International. He has worked on the Tennessee Sentencing Commission and on various other committees addressing prison capacity issues and the criminal justice system.

Patsy Bruce

Patsy Bruce, a native of Nashville, was appointed to the Board of Probation and Parole in 2004 and was reappointed in 2010. Before that, she operated a number of entertainment and event management and marketing companies, including Patsy Bruce Productions, Inc., a film and television production company and Events Unlimited, an award-winning event management company. In addition to her business endeavors, Ms. Bruce is heavily involved in neighborhood advocacy work, where she organized the West Nashville Presidents Council, a Nashville consortium of neighborhood presidents.

Ronnie Cole

Ronnie Cole was appointed to the Board of Probation and Parole in 2004, and was reappointed in 2010. He is a retired Vice President of the Ford Construction Company, a Dyersburg paving and bridge building contractor, where he worked for 34 years. He also served in the Tennessee House of Representatives in the 98th through 102nd General Assemblies. Mr. Cole earned a bachelor's degree in business administration from Memphis State University. He is a Past President of both the Tennessee Road Builders Association and the Contractor's Division of the American Road and Transportation Builders Association. He is also a former member of the Tennessee Board for Licensing Contractors.

Board Members

Yusuf Hakeem

Yusuf Hakeem was appointed to the Board of Probation and Parole in January of 2006. He is a graduate of Howard High School, Chattanooga State Technical Community College and continues to pursue a bachelor's degree from the University of Tennessee at Chattanooga. For 15 years, Commissioner Hakeem served on the City Council of Chattanooga as a representative of District 9 and was elected Council Chair in 1996, 2000 and 2001. As a member of Second Missionary Baptist Church, he ministers locally on multiple committees and as a deacon.

Joe Hill

Union City's Joe Hill was appointed to the Board of Probation and Parole in April of 2008. Mr. Hill came to BOPP following his retirement from the staff of Eighth District Congressman John Tanner. Mr. Hill is a native of Henry County, Tennessee. He is a 1964 graduate of Henry High School and earned his bachelor's degree from Bethel College (now Bethel University) in McKenzie in 1968. He served four years as Project Director of the Northwest Tennessee Development District. He was twice elected to the Henry County Commission. In 1973, he joined the staff of the late U.S. Representative Ed Jones as Field Assistant, and later served as District Director until Jones' retirement. In 1988, Mr. Hill managed Congressman Tanner's campaign for Congress and in 1989, joined Tanner's staff as District Director, where he served for almost two decades. He is an avid outdoorsman, a member of the Free and Accepted Masons, the Goodwill Shrine Club, the Elks Club, the Tennessee Wildlife Federation and the Methodist Church.

Lisa Jones

Lisa Jones was appointed to the Board of Probation and Parole in March 2008. An educator, Ms. Jones' previous professional experience includes 12 years of teaching at Savannah High School. She also taught for two years at Jackson State University's Savannah campus and served a term as a member of the Unemployment Security Board of Review. Ms. Jones is a graduate of the University of North Alabama, where she earned a bachelor of science degree in education.

Chuck Taylor

Chuck Taylor's career spans over 30 years in executive positions in both the public and private sectors. A native Memphian, he attended the University of Memphis, where he majored in Business Administration. His experience includes serving as Director of the Office of Faith Based Initiatives for the City of Memphis, Deputy Property Assessor for Shelby County, Director of Human Resources for Omni Care of Tennessee, Assistant VP of SPL LEDIC and Senior VP of Amerithrift Financial. Taylor joined state government in 2003 as the Director of the Governor's Highway Safety Office and led the highway safety campaigns *Click It or Ticket* and *Booze It and Lose It*. While there, he received an Emmy Award from the Academy of Television Arts and Sciences for producing a public service announcement against drunk driving. In 2007 Taylor, who is a disabled Vietnam veteran, became Assistant Commissioner of the Tennessee Department of Veterans Affairs. Mr. Taylor joined the Board of Probation and Parole in 2010. He left the Board in early 2012 to accept a position at the Tennessee Department of Correction.

Duties, Mission & Vision

The Board of Probation and Parole is a full-time, independent Board composed of seven members appointed by the Governor.

Board Duties

The Board decides which eligible felony offenders will be granted parole and released from incarceration. The Board is then responsible for the supervision of parolees granted release and of felony offenders who are placed on probation by criminal courts (TCA 40-28-103). The administrative duties of the Board include setting criteria for granting and revoking parole; developing a strategic plan, annual budget and staffing plans; and policies and procedures (TCA 40-28-104).

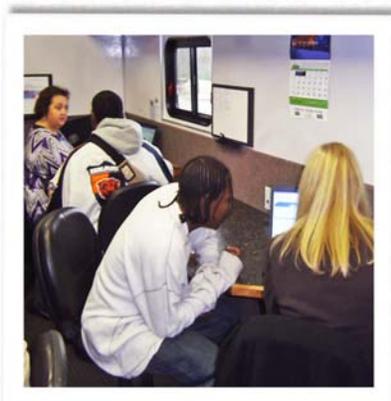
Mission Statement

Our mission is to minimize public risk and maximize lawful behavior by the prudent, orderly release and community supervision of adult offenders.

Vision Statement

The Board of Probation and Parole will be committed to a partnership with the citizens of Tennessee in promoting public safety and will be recognized as a leader in the area of probation and parole by:

1. Providing a continuum of services for offenders from pre-sentence investigation through the expiration of sentences.
2. Participating in cooperative efforts such as community policing, multi-purpose service centers, coordinated victim services and interagency efforts.
3. Providing employees with access to and training in the use of advanced technologies.
4. Fostering a highly professional staff that is proficient in offender management and support services.
5. Promoting effectiveness and efficiency through the use of outcome measures and innovative approaches to service delivery.



Strategic Plan Goals

Goal 1: Through FY 2017, the Board of Probation and Parole will improve the offender success rate by decreasing the percentage of probationers whose community supervision is revoked to 5.2%.

FY 2012 – 5.2% FY 2013 – 5.2% FY 2014 – 5.2% FY 2015 – 5.2% FY 2016 – 5.2% FY 2017 – 5.2%

Goal 2: Through FY 2017, the Board of Probation and Parole will improve the offender success rate by decreasing the percentage of parolees whose community supervision is revoked to 6.8%.

FY 2012 – 6.8% FY 2013 – 6.8% FY 2014 – 6.8% FY 2015 – 6.8% FY 2016 – 6.8% FY 2017 – 6.8%

Goal 3: Through FY 2017, the Board of Probation and Parole will reduce the percentage of revoked offenders who are technical violators to 2.9%.

FY 2012 – 2.9% FY 2013 – 2.9% FY 2014 – 2.9% FY 2015 – 2.9% FY 2016 – 2.9% FY 2017 – 2.9%

Goal 4: Through FY 2017, the Board of Probation and Parole will improve the offender success rate by decreasing the percentage of community corrections offenders whose community supervision is revoked to 8.9%.

FY 2012 – 8.9% FY 2013 – 8.9% FY 2014 – 8.9% FY 2015 – 8.9% FY 2016 – 8.9% FY 2017 – 8.9%

Performance Measures

1. Percent of total probation population served during the year whose community supervision status is revoked during the fiscal year.

Actual (FY 2011-12): 9.18%

Target (FY 2011-12): 5.2%

2. Percent of total parole population served during the year whose community supervision status is revoked during the fiscal year.

Actual (FY 2011-12): 9.85%

Target (FY 2011-12): 6.8%

3. Percent of community corrections offender population who are revoked from the program prior to successful discharge.

Actual (FY 2011-12): 15.74%

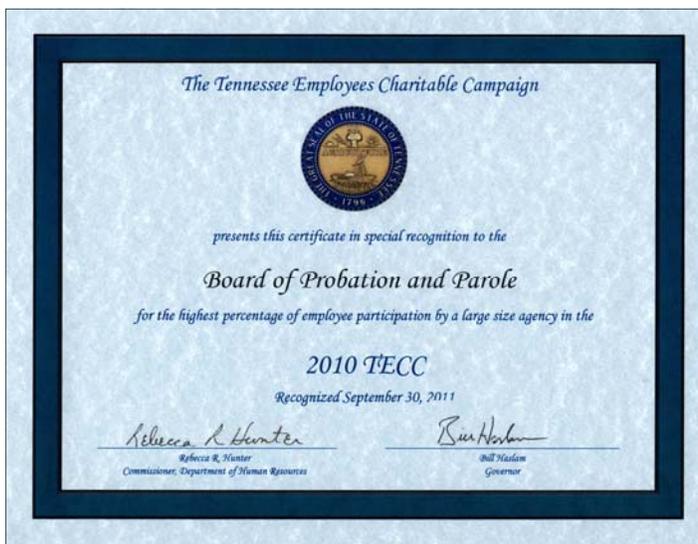
Target (FY 2011-12): 8.9%

Note: The goals reported above were originally created to guide BOPP's work until 2017. However, the transfer of community supervision of probationers and parolees to the Department of Correction concluded the need for BOPP to gauge its success based on these measures. Measurements based on the old goals are reported here for the final time.

BOPP Accomplishments

During fiscal year 2011-12, the Board of Probation and Parole:

- Was honored by the Tennessee Employees Charitable Campaign for having the highest percentage of staff of any large agency as contributors.
- Planted eight trees in cities across the state to honor victims of crime, and honored victim advocates for their work. In the past four years, BOPP has planted more than three dozen trees honoring crime victims in communities statewide.
- Trained all staff in Governor Haslam's Customer Focused Government initiative.



- Planned the ninth annual *Tennessee Season to Remember* honoring homicide victims along with a collaborative of other state criminal justice agencies.
- Served as part of the governor's Public Safety Sub-Cabinet Work Group that worked to create the public safety legislation approved by the General Assembly in the spring of 2012.
- Conducted a LEAN event focused on streamlining offender fee processes.
- Worked with its partners at the Department of Correction to effect a smooth transfer of adult offender supervision from BOPP to TDOC.

- Worked on the planning and implementation of the Shelby County Reentry Center, one of many Transition from Prison to Community efforts.
- Honored 192 staff with service awards for reaching milestones in state service.
- Sought, received and administered a federal transportation grant that aided offenders in rural areas in reaching treatment, job training and other rehabilitative services.
- Established a presence on the social media site, Facebook.



BOPP Leadership



Patricia A. Merritt, Executive Director

The Executive Director has responsibility for the day-to-day functions of the agency, and assists the Board in the development and the implementation of policies, procedures, strategic plans, budgets and reports. The Executive Director also has the responsibility for recruitment and supervision of staff and for developing and maintaining communication and cooperation between the Department of Correction and the Board (TCA 40-28-104).

Colis Newble, Probation & Parole Administrator

The Probation & Parole Administrator for Specialized Divisions oversees the Board Operations Division, which schedules parole hearings, issues release certificates, creates and maintains the Board's offender files, obtains psychological evaluations and processes executive clemency matters. Additionally, he oversees the Hearings Officers Division and its staff, who conduct non-Board level hearings and make non-binding recommendations to the Board. He supervises the Training Division, which plans and conducts training for the agency. The Director of the Community Corrections programs is also under Specialized Divisions. This person is the liaison to the 19 locally-run grant programs across the state.



Bobby Straughter, Probation & Parole Administrator

The Probation & Parole Administrator for Management Resources oversees the business functions of the agency. This includes the Budget Division, the Fiscal Division, the Human Resources Division, the Information Systems Division and the Research, Policy & Planning Division. The work of these divisions ensures that the agency runs efficiently.

Gary Tullock, Director of Field Services

The Field Services Division oversees all functions related to the supervision of offenders in the community (parolees granted release by the Board and probationers placed under supervision by the courts). Assisted by a Deputy Director and three Assistant Directors, the Director of Field Services develops programming and standards of supervision, sets the priorities for and provides guidance to middle managers and officers in the agency's eight geographic districts across Tennessee.



Melissa McDonald, Director of Communications

The Communications Director is the liaison between the agency and the media. The Communications Division creates and distributes all internal and external messages on behalf of the agency, oversees the editorial content of the internet and intranet and creates major reports and other documents.

Columba McHale, General Counsel

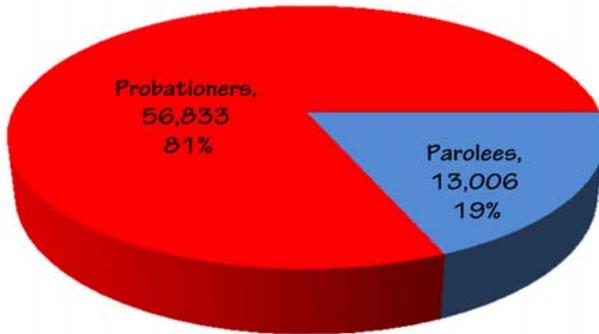
The General Counsel oversees the operations of the Legal Division. This division works to ensure that policies and procedures are consistent with court decisions, statutes and the rules and regulations of the State of Tennessee. Its staff also provides advice to agency personnel relating to statutory and court requirements related to policy formulation and program development.



2011-12 BOPP Statistics

Parole and Probation Population FY 11-12

June 30, 2012

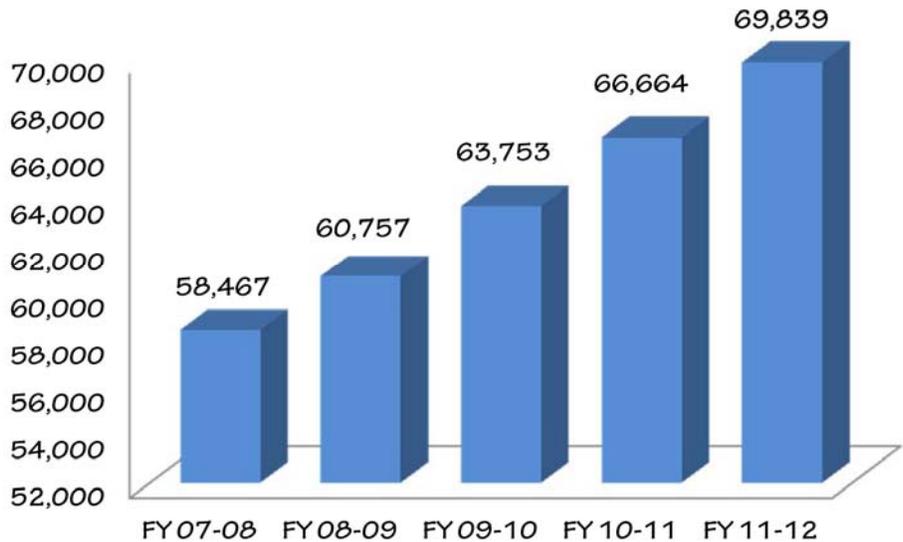


69,839 Total Offenders

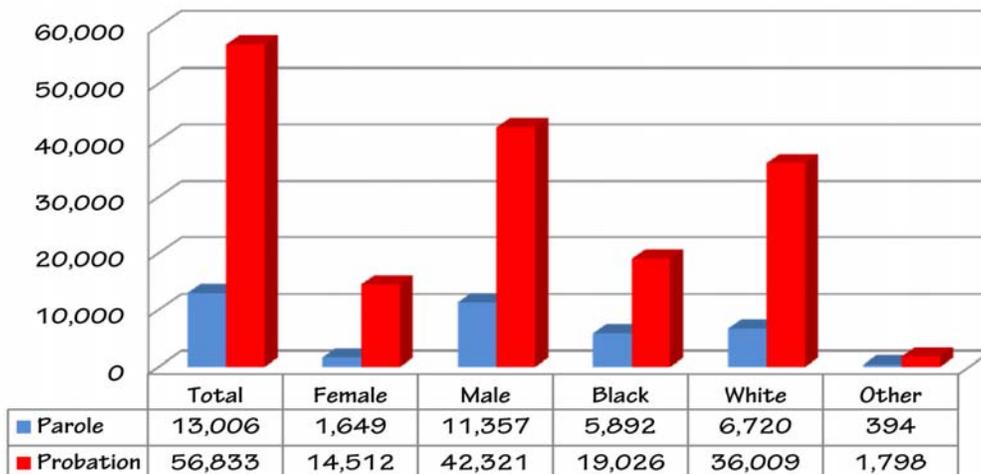
+ 7,593 offenders in locally-run
Community Corrections Programs

Population Growth

The size of the offender population under the supervision of the Board of Probation & Parole has shown substantial increases for the past several years.

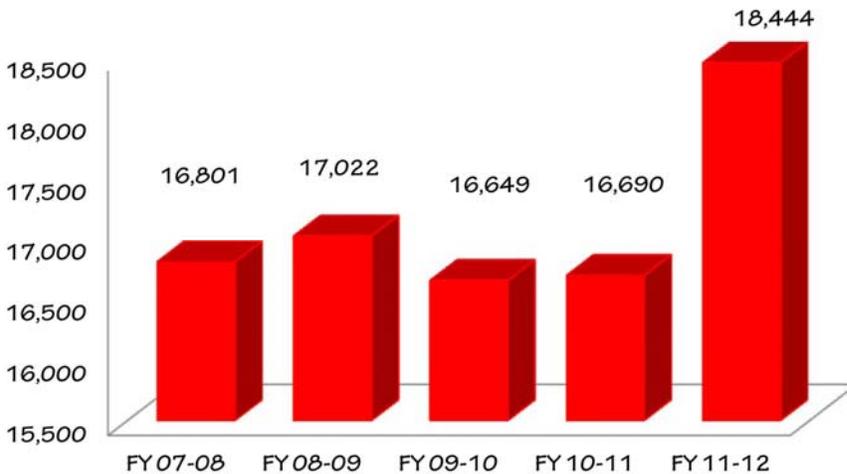


Population Demographics FY 11-12



2011-12 BOPP Statistics

Number of Hearings Conducted



Hearings Trends

The number of hearings conducted by the Board and its Hearings Officers rose substantially over the past fiscal year, with hearings officials conducting 1,754 more hearings in FY 2011-12 than in the previous year.

Hearing Type Information

| | | |
|-----------------------------------|---------------|--|
| Parole Hearings Completed: | 18,444 | Cases heard by Board Members and Hearings Officers with decisions handed down by the Board |
| Initial Parole Hearings: | 8,598 | |
| Parole Review Hearings: | 6,427 | |
| Paroles Granted: | 6,065 | |
| Release Plans Approved: | 6,676 | |
| Release Plans Denied: | 1,663 | |
| Revocation Hearings: | 2,023 | |
| Revocations & Incarcerations: | 1,536 | |
| Rescission Appeal, Pre-Parole | 1 | |
| Initial Parole Appeal | 11 | |
| Revocation Appeal | 2 | |
| Parole Review Appeal | 3 | |
| Commutation | 2 | |
| Custodial | 133 | |
| Foreign Jurisdiction | 23 | |
| Probable Cause | 159 | |
| Rescission, Post-Parole | 36 | |
| Rescission, Pre-Parole | 698 | |
| Revocation Commutation | 1 | |
| Revoke/Grant | 21 | |
| Time-Setting | 306 | |



Victim Services Division

Becoming a victim of crime thrusts a person into an abrupt and chaotic atmosphere for which he or she is unprepared. Victims may experience intense fear, helplessness or horror, and can even develop post-traumatic stress disorder. The primary goals of BOPP Victim Services are:

- To lessen victim concerns by providing direct and indirect assistance, education and support throughout the parole process
- To fulfill the laws that protect victims' rights
- To address immediate public safety concerns

Efforts are made to ensure the voices of victims and survivors of crime are heard, valued and included in a collective effort to hold offenders accountable, prevent future harm and enhance community safety.

The Victim Services Division responds to requests from crime victims concerning offenders under BOPP's supervision. Staff ensure victim notification in accordance with *TCA 40-29-505* and victim confidentiality in accordance with *TCA 40-38-110*. Eighteen victim coordinators are located in the eight BOPP districts statewide. The coordinators make referrals, provide information, take confidential testimony, attend hearings with victims and are engaged in monthly teleconference training calls.

Video-conferencing provides a needed service for victims, who are able to attend hearings without having to travel to TDOC/CCA institutions. The division is responsible for coordinating victim attendance at parole hearings on-site through video-conferencing in the cities of Chattanooga, Cookeville, Jackson, Johnson City, Knoxville, Memphis and Nashville.

During FY 11-12, the following services were provided to the public:

- Held 2,485 hearings via video-conference
- Attended hearings with 503 victims
- Directed 2,850 pieces of correspondence such as victim impact statements, letters of opposition and/or notification requests to the Board Members and/or Hearing Officers for their review when considering candidates for parole



Education:

Courage for Change: BOPP offers a curriculum for male offenders who have been convicted of, or have history with, domestic violence issues. The *Courage to Change* batterers intervention program is taught in field offices statewide. This innovative, 24-week program explores male violence against women in an accessible manner, challenges men to take responsibility for their actions and provides the educational experience necessary to become allies in ending violence against women.

The course is taught by male staff who received training and certification by completing an intense three-day workshop through *Men Stopping Violence*. Sixty BOPP staff are trained facilitators.

Victim Impact: This course teaches offenders about the human consequences of crime, the ripple effect of criminal decision making, and is centered on the 10 core crime areas of property crime: assault, robbery, hate and bias, gang violence, sexual assault, child abuse and neglect, domestic violence, drunk and impaired driving and homicide. Offenders also learn how crime affects their own families and friends. The course is taught by trained BOPP staff and volunteers.

Victim Services Division

Public Awareness:

Tennessee Season to Remember:

Tennessee Governor Bill Haslam and First Lady Crissy Haslam hosted the ninth annual *Tennessee Season to Remember* on December 8, 2011, to honor homicide victims. The event, which was planned by the Board of Probation & Parole in cooperation with the state's other criminal justice agencies, took place in the House Chambers of the State Capitol in Nashville. Approximately 250 families and friends of victims who lost their lives to violent crime attended the event. While there, they hung ornaments in remembrance of their loved ones on Memorial Wreaths. After the event, the wreaths remained on display in the State Capitol throughout the holiday season.



The Board of Probation & Parole, the Department of Correction, the Department of Safety and Homeland Security, the Tennessee Bureau of Investigation, the Office of Attorney General and Reporter, the Tennessee District Attorneys General Conference and the Tennessee Department of Treasury organized the event.

National Crime Victims' Rights Week:

BOPP planted trees in communities across Tennessee during National Crime Victims' Rights Week for the fourth consecutive year. The annual series of tree planting events honor the strength and resilience of crime victims, with emphasis on the national theme of *Extending the Vision – Reaching Every Victim*. One event was held in each BOPP district, including the cities of Chattanooga, Clarksville, Johnson City, Knoxville, Lexington, Memphis, Murfreesboro and Nashville.



At each event, BOPP recognized and honored the work of local victim advocates through the presentation of a Voice for Victims award for their service to victims. The 2012 statewide award was presented to Virginia Trimble Ritter, mother of Nashville murder victim Marcia Trimble. Mrs. Ritter also provided the keynote address for the kick-off event in Nashville. Victims, victim advocates, staff, representatives of state and local government, criminal justice and law enforcement officials attended the events, which were covered by numerous electronic and print media across the state.

Field Services Division

The Field Services Division supervises offenders placed on parole by the Board and on probation by the courts. Numerous programs and services enhance the agency's ability to work with offenders and improve chances of success. The Board of Probation & Parole uses tools to reduce the risk of new offenses and improve offender outcomes through evidence-based practices already shown to be effective in other jurisdictions.

BOPP works to see that offenders returning to the community receive appropriate treatment for issues such as substance abuse that may have played a role in their criminal activity. A standard risk and needs assessment used by BOPP, TDOC and the various Community Corrections agencies statewide ensures all offenders are evaluated by the same criteria. Referrals to treatment and other programs are made based on these assessments. In other states, these strategies have been shown to be effective in preventing offenders from committing new crimes.

Tools the agencies are using include:

- **Level of Service Case Management Inventory (LS/CMI):** A nationally recognized and validated risk/needs assessment tool that identifies a person's criminogenic needs (factors that show direct correlation to criminal behavior), allowing appropriate supervision, services and treatment to be targeted to each person.
- **Treatment Services Network:** Substance abuse is a significant factor in criminal behavior. Through a collaborative agreement, BOPP and the Tennessee Department of Mental Health and Substance Abuse Services created a Treatment Services Network to address offenders' alcohol and drug problems. Offenders who need treatment are referred to providers in communities across the state.
- **Employment Assistance:** Helping probationers and parolees in finding full-time employment benefits the community, employers, offenders and their families. BOPP Employment Specialists focus on employer development, as well as on developing a job-ready pool of offenders.
- **Motivational Interaction:** An evidence-based interview technique shown to improve offender success rates. It is based on the principle that a person's capacity to change is enhanced by a collaborative effort that assists them in making self-improving choices.
- **Thinking for a Change:** This cognitive behavior change program includes reasoning restructuring, social skills development and development of problem-solving skills.
- **Positive Changes:** A program to teach female offenders who are also victims about the dynamics of domestic violence and sexual assault, including their impact on children. Classes are part of BOPP's gender specific program, a specialized service for female offenders that assists them in building self esteem and in overcoming barriers unique to women.
- **Educational Opportunities:** Lack of education can contribute to criminal activity. BOPP coordinates GED classes in its offices so offenders have an opportunity to earn a high school diploma.
- **Forensic Social Workers:** Based on an offender's criminogenic risk factors, a BOPP social worker may make referrals to community-based programs, or provide in-house services such as group or individual counseling.



Field Services Division

Specialized Work Units & Programs:

Specialized work units and programs allows some staff to focus primarily on specific aspects of supervision. These include:

- **Programmed Supervision Unit (PSU):** Some officers in each district are trained specifically in best practices for supervising violent and sexual offenders. Besides targeted treatment strategies, this unit uses close supervision tactics, including frequent contact with offenders, their employers, families, treatment providers and law enforcement. Offenders convicted of rape of a child, or other serious violent felonies, and/or sex offenders determined to be at high risk to reoffend, are monitored by this work group using GPS technology.
- **Apprehension Unit:** This group, located in the Memphis and Jackson districts, works with local law enforcement to find and apprehend offenders under BOPP supervision who are absconders, or are in warrant status for other reasons. These officers are armed and receive the Peace Officers Standards and Training (POST) courses required of other certified law enforcement officers.

Work Project Program:

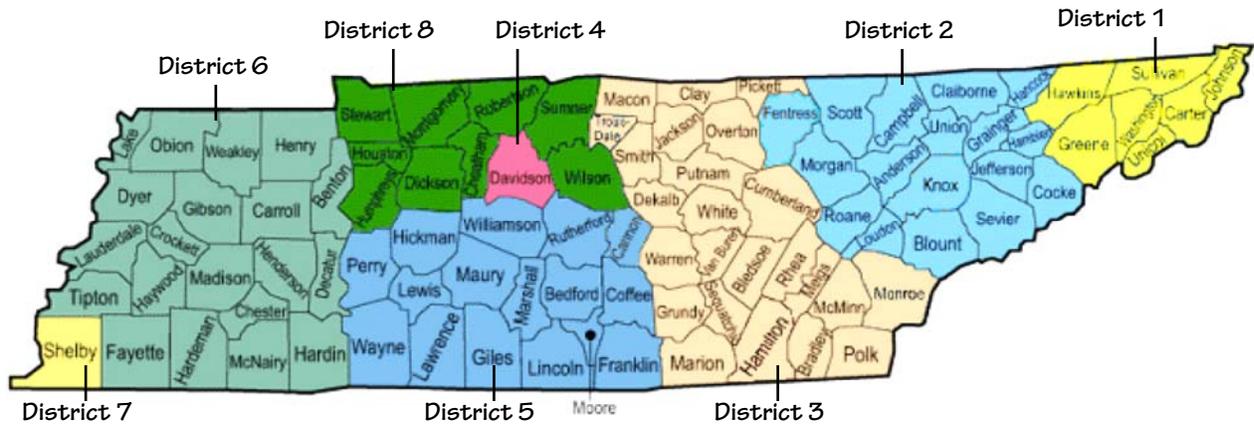
In 1984, the General Assembly established this program as a special condition to probationers. It requires them to complete a specified number of work project hours in the community at no expense to the public. The work is performed for non-profit and governmental agencies.

The chart below summarizes work done by community service workers under BOPP supervision in FY 2011-12. This work saved local governments and non-profits from incurring the cost of labor for that work. As the chart indicates, the savings were significant — totaling \$1,571,475.41 statewide during the year.

COMMUNITY SERVICE WORK REPORT FY 2011-2012

| | FY 11-12 | FY 11-12 |
|-------------------------|-------------------|------------------------|
| BOPP | Total | Cost at |
| District | Hours Worked | Minimum Wage |
| 1 | 50,176.50 | \$363,779.62 |
| 2 | 29,350.00 | \$212,787.50 |
| 3 | 18,235.25 | \$132,205.56 |
| 4 | 17,062.36 | \$123,702.11 |
| 5 | 17,125.00 | \$124,156.25 |
| 6 | 27,518.00 | \$199,505.50 |
| 7 | 34,864.12 | \$252,764.87 |
| 8 | 22,424.00 | \$162,574.00 |
| Statewide Totals | 216,755.23 | \$ 1,571,475.41 |

Field Services Districts



District Contact Information

District 1

Robert Henshaw, District Director
196 Montgomery Street
Johnson City, Tennessee 37604
Phone: 423.434.6800

District 5

Dena Davis, District Director
1711 Old Fort Parkway, Suite C
Murfreesboro, Tennessee 37129
Phone: 615.898.8030

District 2

Patrice Hannah, Acting District Director
1426 Elm Street
Knoxville, Tennessee 37921
Phone: 865.582.2000

District 6

Jeff Barnett, District Director
1661 Hollywood Drive
Jackson, Tennessee 38305
Phone: 731.948.9801

District 3

J. Gale Reed, District Director
540 McCallie Avenue, Suite 250
Chattanooga, Tennessee 37402
Phone: 423.634.6333

District 7

Tina Stafford, District Director
170 North Main Street, 10th Floor
Memphis, Tennessee 38103
Phone: 901.543.7361

District 4

Mike Keeton, District Director
220 Blanton Avenue
Nashville, Tennessee 37217
Phone: 615.253.7400

District 8

Vicki Ward, District Director
100 Providence Boulevard, Suite A
P.O. Box 442
Clarksville, Tennessee 37041-0442
Phone: 931.648.5550

Finances

| BOPP Budget, FY 2011-12 | |
|---|----------------------------|
| Salaries | \$36,753,818 |
| Longevity | 1,276,800 |
| Benefits | 17,752,625 |
| Personnel Services & Benefits Total: | \$55,783,243 |
| Other Expenditures: | |
| Travel | 1,477,280 |
| Printing | 6,394 |
| Utilities and Fuel | 889 |
| Communications | 205,324 |
| Maintenance | 18,552 |
| Professional Services | 246,576 |
| Supplies | 501,773 |
| Rentals and Leases Equipment | 129,418 |
| Vehicle/Equipment Expense | 22 |
| Awards | 4,242 |
| Grants & Subsidies | 13,387,335 |
| Equipment Purchases | 39,855 |
| Training | 119,106 |
| Computer and Related Items | 1,499,891 |
| Interdepartmental Services | 13,028,144 |
| Other Expenditures Total: | <u>\$30,664,802</u> |
| Total Personnel and Expenses: | \$86,448,044 |
| Funding Sources: | |
| State Appropriations | 90,163,600 |
| Current Services Revenue | 39,909 |
| Interdepartmental Revenue | 52,299 |
| Reserves | <u>217,934</u> |
| Total Revenues: | \$90,473,742 |
| Required Reversion FY 11-12 | 3,488,000 |
| Reserves Added to Community Correction | <u>537,698</u> |
| Total Reversion and Reserves | \$ 4,025,698 |
| Total Revenue Less Reversions: | \$86,448,044 |

Grants

During FY 2011-2012, BOPP utilized grant funding for a wide range of programming to improve agency business processes and outcomes.

- Through an interdepartmental contract with the Tennessee Department of Transportation (TDOT), BOPP used a network of rural transit providers to accommodate transportation needs of indigent offenders in every county across the state. More than 3,700 offenders were referred for trips. Reasons included substance abuse treatment, evidence-based programming, employment and education services.
- BOPP employment specialists used Customer Service Skills training materials to facilitate better offender employment outcomes. Funding was also used to support an Offender Workforce Development training, held jointly with TRICOR, that included representatives from a diverse range of community agencies.
- Grant funding was used to continue BOPP's move toward the use of evidence-based programming as part of its supervision strategy. Guidebooks supporting the implementation of evidence-based practices were distributed to field offices across the state. These books provide both practical information and useful tools for probation and parole officers as they work with offenders to improve public safety.

BOPP History & Timeline

- 1929** A parole system, indeterminate sentences for adult offenders, and an Advisory Board of Pardons created.
- 1931** Advisory Board of Pardons created a system for parole eligibility.
- 1937** Board of Pardons and Paroles created by legislation; appointments made by the Governor; the Commissioner of the Department of Institutions and Public Welfare chaired the Board.
- 1955** Department of Institutions and Public Welfare name changed to Department of Correction (TDOC).
- 1957** Act established the Division of Juvenile Probation.
- 1961** Act established the Division of Adult Probation and Parole.
- 1963** Board of Pardons and Paroles set as five part-time members; first African-American member appointed.
- 1970** Act changed Board Chair from the TDOC Commissioner to election by Board Members.
- 1972** Act changed Board to three full-time, professional members (one as Chair) appointed by the Governor.
- 1978** Board of Pardons and Paroles expanded to five full-time members.
- 1979** *Pardons and Paroles Reform Act of 1979* removed the Board from TDOC and established its autonomy. Parole officers and support staff were placed under the supervision of the Board through an Executive Director and Director of Paroles.
- 1985** Act gave emergency powers to reduce overcrowding. The Governor directed the Board to change eligibility dates of inmates, enabling enough releases to reduce the prison population to 90 percent.
- 1989** Act expanded Board from five to seven members and created limited internal appellate review upon denial, revocation or rescission of parole.
- 1992** Criminal Sentencing Reform Act altered sentencing and parole eligibility for all crimes.
- 1997** Tennessee Offender Management Information System (TOMIS) database project implemented.
- 1999** Legislative changes increased the number of votes necessary to finalize parole grant decisions involving the most serious criminal offenses. Interstate Compact strengthened by applying stricter standards for acceptance and supervision of offenders from other states by Tennessee.
- 2003** A new Interstate Compact on Probation and Parole, allowing the supervision of adult offenders from one participating state by another state, was enacted by the General Assembly.
- 2004** Legislation passed designating BOPP as a registering agency for sex offenders in cooperation with the Tennessee Bureau of Investigation and other law enforcement agencies.
- 2005** BOPP planned and implemented the Global Positioning System (GPS) program for the monitoring of sex offenders.
- 2007** Legislation passed creating the first armed enforcement unit solely under BOPP jurisdiction.
- 2009** Legislation passed requiring trial courts, BOPP and TDOC to coordinate efforts, using a common validated assessment instrument, to prepare offenders for re-entry into society. It allows the Board to impose intermediate administrative sanctions, including mandated participation in treatment programs, unless otherwise directed by the courts.
- 2009** BOPP and TDOC began implementation of the Joint Offender Management Plan to enhance offender success.
- 2012** Legislation passed calling for all supervision of offenders, from incarceration through community supervision, to be placed under the Department of Correction. The transfer took place on July 1, 2012. BOPP was renamed the Tennessee Board of Parole (BOP) and remained an independent agency overseeing parole decisions and processes.

Probation & Parole Glossary

Hearings Officials: Includes Board Members and Hearings Officers who conduct parole hearings.

Institutional Probation/Parole Officer (IPPO): The primary contact for information about a parole hearing. One or more IPPOs work at each prison.

Interactive Offender Tracking (IOT): A system that allows low-risk offenders who have high compliance with supervision rules to report via telephone each month, rather than in person.

Interstate Compact: A uniform process by which an offender on supervision in one state can request to transfer his/her supervision to another state. All 50 states are members of the Interstate Compact, and abide by the same rules in determining whether to accept offenders from another jurisdiction.

Joint Offender Management Plan: A joint venture between BOPP and the Department of Correction to cut expenses, increase offender accountability and effectively manage the offender population without the forced early releases occurring in some states due to budgetary issues. This plan provided the agencies with tools to reduce the risk of new offenses and to improve offender outcomes by using evidence-based practices already shown to be effective in other jurisdictions.

Level of Service/Case Management Inventory (LS/CMI): A tool that assists staff at BOPP and the Department of Correction in assessing offender rehabilitation needs by providing a comprehensive measure of the offender's risk and need factors, along with a plan to target those considerations during incarceration and supervision.



Mandatory Parole: Prior to 1982, the law required that an offender be automatically released on parole supervision 90 to 180 days before the expiration of the sentence, as determined by the length of the sentence. This requirement is no longer in effect.

Offender Education: Lack of education often impedes offenders from finding gainful employment. In many areas, BOPP offers job training and GED classes to assist offenders in their rehabilitation.

Parole: The discretionary release of an offender to the community by the Board prior to the expiration of the offender's prison or jail term. It is subject to conditions imposed by the Board, as well as supervision by a Probation and Parole Officer (PPO).

Parole Board Members: Seven individuals, including a Chair, appointed by the Governor to serve six-year staggered terms. They are responsible for declining, granting and revoking the parole status of offenders. They also make non-binding recommendations to the Governor in clemency matters.

Probation: Only courts can place offenders on probation. Probation and Parole Officers supervise offenders on state-ordered probation. PPOs report back to the court if offenders do not meet the terms of the probation. If an offender fails to follow the guidelines, the judge can convert the sentence to jail or prison time.

Probation and Parole Officer (PPO): Offenders on probation or parole are supervised by Probation and Parole Officers, who meet with offenders regularly to check their progress and confirm that they are meeting the terms of supervision. These officers may make home or employment visits, conduct searches or use other means to confirm that offenders are abiding by the rules set for them.

Probation & Parole Glossary

Programmed Supervision Unit (PSU): A BOPP work unit providing supervision for sex offenders and violent offenders assessed as needing a more structured supervision program, as determined by BOPP assessment tools.

Recidivism: A relapse into criminal activity or failure to comply with rules of supervision. BOPP uses revocation rates to measure recidivism by dividing the number of offenders whose community supervision is revoked during a time period by the total number of offenders served during that same time period.

Release Certificate: Contract of agreement for supervision rules and special conditions to offenders, given by the Board or the courts.

Release Eligibility Date (RED): The date when an offender becomes eligible for his/her first parole hearing.

Rescission Hearing: Parole hearing held after an offender is granted parole, when the Board considers new information received that might change the parole grant decision.

Revocation Hearing: If a parolee is accused of violating conditions of his/her parole, a revocation warrant will be filed. The Board will then conduct a revocation hearing to determine whether the offender's parole should be terminated. Such action must be consistent with due process rights mandated by the U. S. Supreme Court.

Risk/Needs Assessment Tool: An instrument used to determine the degree of risk an offender may present to the community and to gauge the offender's needs for assistance and surveillance.

Safety Valve Date (SV): An early release date when offenders convicted of certain offenses can be considered for parole earlier than the Release Eligibility Date (RED).

Sentence Credits: Reduces the release eligibility (RED) and expiration dates. The Department of Correction awards offenders sentence credits for satisfactory program participation, work assignments and good institutional behavior, up to a maximum of 16 days in a TDOC facility. More credits can be earned at a local jail, up to a total of 41 days per month. Additionally, offenders may earn sentence credits for completing the General Educational Development (GED) program.

Time Served: The amount of time, day for day, served by the offender since the since the imposed sentence date, or date of incarceration on the last supervision revocation.

Victim/Witness Coordinator: A person who works exclusively with crime victims and/or their families.





On July 1, 2012, the Board of Probation and Parole became the Board of Parole, as supervision of offenders in the community transferred from the Board to the Department of Correction. The Board remains an independent agency that makes parole decisions, including specifying conditions of release. It provides assistance to victims of crime and their families through information about the parole process and support in navigating the process. The Board reviews clemency matters for the governor and makes non-binding recommendations to him.

The Board also works toward successful reentry strategies for offenders who are returning to the community.



Tennessee Board of Probation and Parole.
Authorization number 324009. 100 copies.
September 2012. This public document was
promulgated at a cost of \$2.96 per copy.