

July 2012

**GEORGIA PAROLE DISCOVERY** A whole new world!

State Board of Pardons  
and Paroles  
Albert Murray,  
Chairman  
Terry Barnard,  
Vice Chairman  
Robert Keller, Member  
James Donald, Member  
James Mills, Member

I'm pleased to present our first monthly newsletter, "*Georgia Parole Discovery*." The purpose of the newsletter is to share with all staff relative information from each of our three divisions. In doing so, I'm hopeful that it will emphasize the point that our success hinges on everyone working together and having a good understanding of the entire agency.



Michael Nail  
Director of Parole

Please join me in congratulating Mr. Murray as our new Chairman and Mr. Barnard as Vice Chairman. I'm confident they will continue to provide the necessary leadership for us to remain the most effective and efficient paroling authority in the nation. Let me also thank General Donald for his superb leadership, support and guidance over the past two years as chairman.

I hope that each of you has a safe and fun filled summer. Don't forget to take the necessary time away from work to recharge and refresh by spending time with your family and friends.

Thanks for the wonderful job you do every day in fulfilling our mission!

## Parole Supervision "Outside the box"

Jay Lacienski, Director of Field Operations

### Albany Virtual Office Pilot Project

Since March 2012, the Albany Parole and Probation Offices have been conducting a pilot, "virtual office" project. The virtual office concept seeks to reduce the office footprint and maximize the amount of time parole and probation officers spend conducting community supervision in the field.

The pilot pairs a parole officer and a probation field officer together in four two-officer teams. Each team is assigned a state vehicle. Over the course of the project, parole and probation officers have seen their efficiencies and productivity increase as they become more familiar with each other and their respective caseloads. The officers have found that it helps as one officer drives, the other navigates and enters the field contact data in the parole and probation case management systems via the parole officer's laptop. All parole laptops are equipped with an internet air-card. Plans are being made to also introduce wireless car printers, installed in the trunks, using Bluetooth technology to further increase efficiencies.

Field Division Director Jay Lacienski notes: "Both Probation Director Stan Cooper and I are very pleased with this initiative to date. The offender population and local law enforcement have noticed our increased officer presence in the community."

### Did you know?

According to the Bureau of Justice Statistics (BJS)\*, Georgia's parolee successful completion rate as of the end of FY11 was 71% which is 20% higher than the national average.

Parole's imaging project of hardcopy active inmate files was completed on May 31, 2012, with 24,811 imaged.

## Clemency Improvements

Melodee Stewart, Director of Clemency

### New Pardon Application Process

On March 1, 2012, the Parole Board implemented a new process for applying for Pardons and Restoration of Rights. Each applicant will now be required to submit their criminal history, certified sentence sheets for dispositions not noted on their criminal history, and a self addressed stamped envelope. All firearms applications will require a personal interview and photo identification. Since the beginning of the new process, 370 applications have been received. The Pardon Admin Unit has been reorganized. Jan Moss is the Pardon Coordinator and she is assisted by Patina Latham and Board Assistants Teresa Lee, Carolyn Brown, Mattie Robinson and Susan Ruthven.

The first applicant who received a Pardon under the new process thanked the Board. "I received my letter today, and I can't remember having such a wonderful feeling. I would like to express my extreme gratitude for all of your help. This will be the final piece to my puzzle. When I begin school in August I will have no worries about internships and future employment. Again, I give my deepest gratitude."

In FY 2011, 924 applications were completed. With one month left in the current FY, 864 applications have been completed. We will likely exceed the number completed last year!

## Operations Support—Budget Services

Beth Oxford, Director Budget Services

### Zero Based Budgeting

During the last legislative session, SB33 codified a new approach to budgeting for state agencies. Zero Based Budgeting (ZBB) means all expenditures must be justified in each new fiscal year, to the Governor's office and the House and Senate. All expenses must be justified and every function within an organization analyzed for its needs and costs. The purpose of the ZBB analysis is to assess activities against statutory responsibilities, purpose, costs to provide services and desired performance outcomes. The results of the ZBB analysis will be presented to Governor Deal during the fall budget development process.

The ZBB analysis begins this year with our largest budget program, Field Supervision. Field Division leadership has been working diligently with the Governor's Office of Planning and Budget and the agency Budget/Fiscal Unit to identify key supervision activities, collect expenditure and staffing data, define statutory authority and obtain other relevant information to perform a thorough analysis. Last year, prior to the passage of the legislation, OPB conducted a ZBB analysis on state agency budget programs. Probation Supervision was selected for review and the report may be viewed at

[http://opb.georgia.gov/vgn/images/portal/cit\\_1210/57/6/183673283FY%202013%20ZBB%20Program%20Analysis.pdf](http://opb.georgia.gov/vgn/images/portal/cit_1210/57/6/183673283FY%202013%20ZBB%20Program%20Analysis.pdf).

"This is an excellent opportunity to evaluate and assess our business practices to ensure that we are carrying out our mission and working toward our vision while being good stewards of our resources," said Michael Nail, Director of Parole.