



2017 Annual Report

Louisiana Board of Pardons and Parole

# Our Mission

**To serve the citizens of Louisiana through informed decision-making, thereby promoting public safety, addressing the needs of crime victims, and to facilitate successful reentry for offenders who have appropriately prepared for community supervision.**

# Our Vision

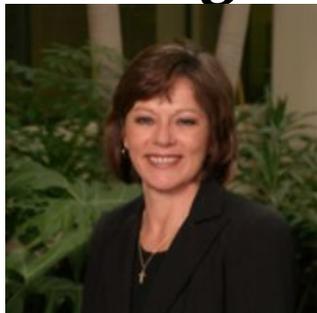
**The Louisiana Board of Pardons & Parole, guided by evidence based principles, shall:**

- Render just determination in regard to parole release and revocations, thereby maximizing the restoration of human potential;
- Ensure crime victims have a voice in the decision-making process;
- Use appropriate Department of Corrections and community resources to facilitate an offender's successful transition from confinement to the community;
- Impose reasonable conditions of release consistent with the goal of structured reintegration of the offender;
- Hold accountable those offenders who violate the conditions of release;
- Foster a positive relationship with all stakeholders;
- Administer the clemency process with recommendation to the Governor fully commensurate with public safety and due consideration;
- Strive to be a continuously learning organization

# Our Values

**We value Ethics, Integrity, Equity and Innovation.**

## Message from the Board Chair



This 2017 Annual Report is submitted on behalf of the Louisiana Board of Pardons and Committee on Parole.

The Board's strategic plan continues to focus on 4 key areas: (1) promoting public safety, (2) informed decision making, (3) addressing the needs of crime victims, and (4) facilitating successful reentry. Progress toward achieving those goals is illustrated throughout this report. Please visit our webpage for our strategic plan for 2018 which sets out plans for ensuring the Board meets its established goals.

This past year was filled with challenges and accomplishments for our State. This year Governor John Bel Edwards endorsed a 10-bill criminal justice reform package that passed through both houses of the legislature. The aim of the historical reform package is to reduce Louisiana's prison population over the next decade. 70% of the realized savings will be dedicated to rehabilitative programs for offenders and support for victims. This package has a significant impact on parole eligibility for offenders who were never eligible before. As we work to meet the challenges of the 2017 criminal justice reform package that became effective November 1<sup>st</sup>, we have seized the opportunity to review and improve upon our processes.

The Board recognizes the special place that victims occupy as unwilling participants in our criminal justice system. Victims can provide crucial insight into the crimes committed against them by individuals that the Board considers for discretionary release. Recognizing the status held by victims within our criminal justice system and the unparalleled insight such individuals can provide, the Board works closely with the Crime Victim Services Bureau and the Division of Probation & Parole to assist victims who want to exercise their rights in the parole and pardon process. During fiscal year 2017, the board began collecting data on the assistance provided to victims so that we can we can measure performance and work to make the process more efficient and accurate.

Deciding whether it is necessary to keep someone in prison to protect the public is a vital, often difficult, and sometimes unpopular, decision. We understand how important our decision is to victims, offenders, and their respective families. We remain committed to preserve and promote public safety in the decision-making process to assess, based on all the evidence, whether somebody serving a prison sentence can be safely managed in the community.

*Sheryl M. Ranatza*  
Board Chair  
[sranatza@doc.la.gov](mailto:sranatza@doc.la.gov)

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# ABOUT THE BOARD

## **SHERYL M. RANATZA, Board Chair**



Mrs. Ranatza retired from the position of Deputy Secretary with the LA Department of Public Safety and Corrections in 2011, after a career of over 30 years. She served in a variety of management positions throughout the DOC. She was appointed as Chairman of the Louisiana Parole Board in February 2012 and Chairman of the Board of Pardons in August 2012. She was re-appointed as Board Chair by Governor John Bel Edwards in January 2016.

## **BRENNAN C. KELSEY, Committee on Parole**



Mr. Kelsey is a Physical Therapist with 20 years of experience, 15 of which were in his own private practice. Throughout his career, Mr. Kelsey has worked in a variety of settings including mental health outpatient, rehab, and acute care. Mr. Kelsey received a Bachelor of Science in Physical Therapy from Louisiana State University Medical Center and a MBA in General Business and Healthcare from Southeastern Louisiana University. Mr. Kelsey was appointed by Governor John Bel Edwards to serve as an at-large member of the Committee on Parole.

## **JAMES E. "JIMMY" KUHN**



Retired Judge Jimmy Kuhn began his career in private practice, after graduating from Loyola Law School in New Orleans. He served as a State Prosecutor for 17 years. He was elected to the 21st Judicial District Court in 1990 and was there until he was elected to the First Circuit Appeals Court of Louisiana in 1994 and served in that capacity until 2008. Judge Kuhn served on the faculty at Southeastern Louisiana University since 1991 until 2010, teaching political science, political history, and criminal justice.

## **KENNETH A. LOFTIN**



Mr. Loftin retired in August 2015 after serving as Executive Director of Ware Youth Center in Coushatta for 27 years. Prior to his position at Ware, Mr. Loftin served as a Child Protective Investigator in the State of Louisiana's Office of Community Services. Mr. Loftin received his Bachelor of Arts Degree in Behavioral Sciences with a concentration in psychology and sociology and a minor in religion from East Texas Baptist College.

**ALVIN ROCHE', JR.**

Mr. Roche' served as the Director of Library Services at Southern University Law Center from 1990 until his retirement in 2007. He had previously as Associate Law Librarian and Associate Professor at the University Library. Mr. Roche' received his Bachelor of Sciences Degree in Social Science-History with a minor in Library Science from Southern University and a Masters of Library Services from Louisiana State University. Mr. Roche' serves on the Board and Committee as the victims' advocate.

**JIM WISE**

After studying criminal justice at Northwestern State University in Natchitoches, Louisiana and completing the Calcasieu Regional Law Enforcement Training Academy, Mr. Wise served as a deputy in the Calcasieu Parish Sheriff's Office for 18 years as supervisor over all uniformed divisions. He later served as an Investigator at Louisiana State Penitentiary. Mr. Wise was first appointed to the Louisiana Parole Board in 2004 and was appointed to the Pardon Board in August 2012. He was re-appointed by Governor John Bel Edwards in January 2016.

**PEARL WISE, Committee on Parole**

Ms. Wise's career in criminal justice career spanned over 20 years with the Division of Probation & Parole, working with parolees and supervising P&P officers. Ms. Wise received her Master's Degree in Criminal Justice from the University of Louisiana Monroe. She is a veteran of the Louisiana National Guard. After her retiring, Governor John Bel Edwards appointed Ms. Wise to serve as an at-large member of the Committee on Parole in February 2016.

# SUMMARY OF BOARD ACTIVITY

In 2012, the duties, functions, and powers of the Board of Pardons were merged with that of the Board of Parole, creating a Committee on Parole.

All members of the Board are appointed by the Governor and are subject to confirmation by the Louisiana Senate. There are five members of the Board of Pardons. The Committee on Parole, a committee within the Board of Pardons, is composed of the five members of the Board of Pardons, and two at-large members appointed by the Governor. The at-large members serve only as members of the Committee on Parole and do not serve as members of the Board of Pardons.

In addition to the appointed members, there is an ex-officio member of the Board. The ex-officio member is not a voting member nor is he counted for the purposes of the members necessary to take Board action.

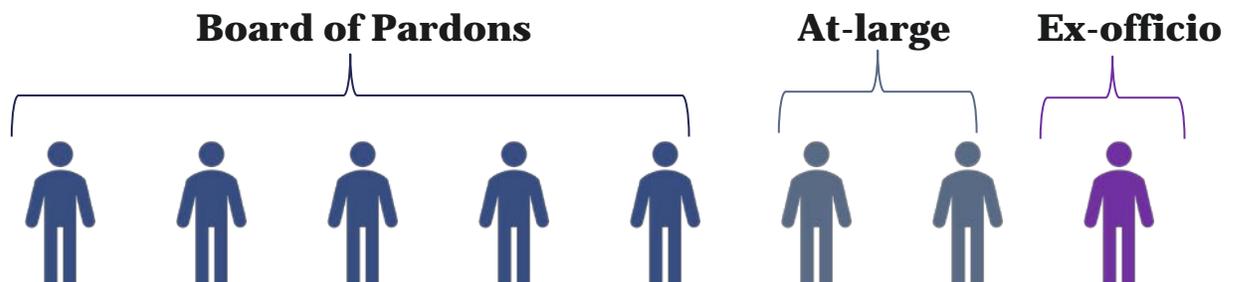
Members must have at least five years of experience in the field of penology, corrections, law enforcement, sociology, law, education, social work, medicine, or a combination thereof. Appointed members are also required to complete a comprehensive orientation training program within 90 days of their appointment and eight hours of in-service training annually. Training components include, but are not limited to:

- the elements of the decision-making process using evidence-based practices for determining offender risk;
- needs, and motivation to change;
- dynamics of criminal victimization;
- security classifications.

Each of the Board's recommendations for clemency are forwarded to the Governor for final action. There are no time limits within which the Governor must act on any recommendation for favorable consideration by the Board of Pardons. However, the Committee on Parole is the sole authority for granting parole in Louisiana.

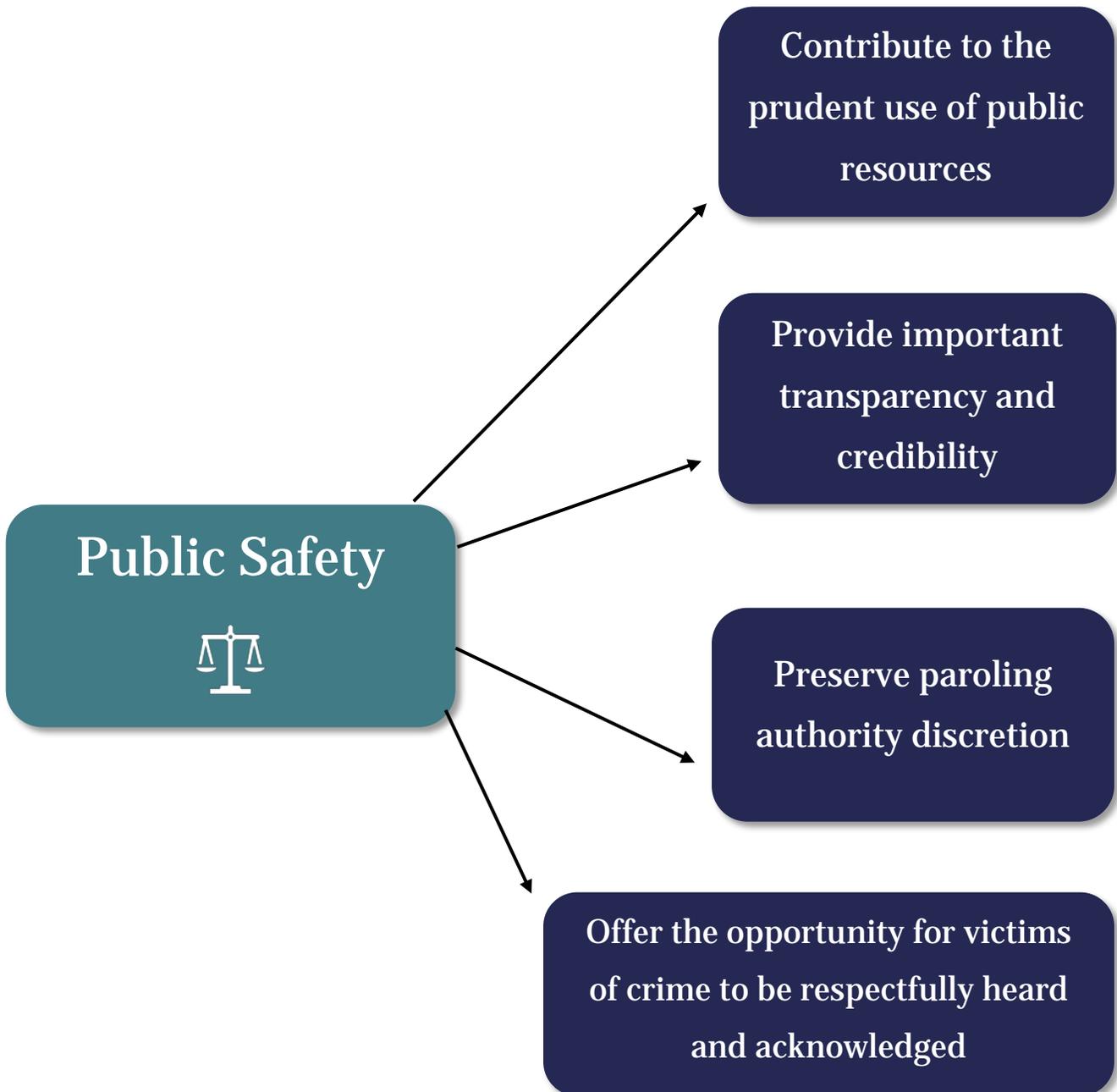
## Board and Composition

**Seven members appointed by the governor + 1 ex-officio member**



## STRATEGIC HIGHLIGHTS

The goals and actions of the Committee on Parole are to maximize public safety. Each year, the board reviews practice targets and evaluates last year's progress to gauge how to most effectively address next year's goals. To be as credible and transparent as possible, the Board makes these goals public and evaluates its progress towards meeting them. Below are the major targets for the board:



# TARGETS FOR PAROLING AUTHORITIES

With goals such as public safety and department transparency in mind, ten targets were created to gauge the progress towards a more efficient, effective, and credible decision making process.

## **I. Use good, empirically-based actuarial tools to assess risk and criminogenic needs of offenders**

For each offender that appears before a parole panel, the Louisiana Risk Needs Assessment (LARNA) instrument is reviewed. The Board is currently working with the Louisiana Prisoner Reentry Initiative's Implementation Steering Committee to test the newly developed TIGER risk/needs assessment instrument, which has recently been validated for the Louisiana prison population.

## **II. Develop and use clear, evidence-based, policy-driven decision-making tools, policies and guidelines that reflect the full range of a paroling authority's concerns**

Policy provides written guidance on the decision-making process which includes factors considered in making release decisions. The decision-maker considers unique conditions in each case.

## **III. Maintain meaningful partnerships with institutional corrections and community supervision to encourage a seamless transition process and availability of sound, evidence based programs**

The Committee works closely with the Department of Public Safety & Corrections (DPS&C), both institutional corrections and community supervision, in a variety of ways. Routine participation by the Board's Executive Director in the DPS&C Secretary's Management Meetings as well as Probation & Parole District Administrator meetings helps to strengthen collaboration and coordination with the DOC.

## **IV. Use influence and leverage to target institutional and community resources to mid- and high-risk offenders to address their criminogenic needs**

Each parole panel member considers program participation in release decision making. During this calendar year, the board has attempted to refrain from requiring risk reduction programming for low risk offenders, understanding that services should be targeted for moderate to high risk offenders.

## **V. Consider for release at the earliest stage possible—considering statutes and other sentencing interests – offenders assessed as low risk**

Offenders who are parole eligible are generally considered for parole release no sooner than six months prior to their parole eligibility date. To expedite the pre-parole investigation process for low risk offenders, the panel has worked with the Division of Probation & Parole for special processing of these cases.

**VI. Use the parole interview/hearing/review process as an opportunity to, among other goals, enhance an offender's motivation to change**

During the orientation for new board and committee members, they were exposed to the principles of motivational interviewing techniques to strengthen their interview skills. The Board and Committee will continue to seek to identify, learn and use interview techniques that have been shown through research to have the ability to enhance an offender's motivation to change.

**VII. Fashion condition setting policy to minimize requirements on low risk offenders, and target conditions to criminogenic needs of medium and high-risk offenders**

The general conditions of supervision are established in statute. The Committee works to limit the imposition of special conditions, if any at all, on those offenders assessed as low risk. The Committee also sets conditions that allow for the completion of some programming in the community – when realistically available – rather than requiring all programming to be completed prior to release.

**VIII. Develop policy-driven, evidence informed responses to parole violations that incorporate considerations of risk, criminogenic needs and severity, assure even-handed treatment of violators, and utilize resources wisely**

The Committee works closely with the Division of Probation and Parole on the response to violations that are quick, certain, and consistent using administrative sanctions. The response to violations is based upon the severity of the violation and the risk of the offender.

**IX. Develop and strengthen case-level decision making skills/capacities in these areas**

Board and committee members work to sharpen their case decision making skills through routine discussions regarding the use of decision making tools. Orientation for new board and committee members included familiarization with the format and significance of information contained in case files.

**X. Develop and strengthen agency level policy making, strategic management and performance measure skills/capacities**

Data collection is an important aspect of measuring the board's performance as well as member performance. The data collected monthly is made available to board members, board staff, and DOC management. Each board and committee member completed a self-assessment in the fall. The compilation of all assessments will be utilized to develop a training curriculum for 2018.

# 2017 STRATEGIC PLAN

<b>Mission Statement Goal</b>		<b>Objective</b>
<b>Promote Public Safety</b>	<b>1.1</b>	Develop outreach program to include police, community corrections, prosecutors, engaging stakeholders and promoting transparency in operations
	<b>1.2</b>	Appropriately use actuarial tool to assess risk and criminogenic needs of offenders, working with community partners to target risk interventions
	<b>1.3</b>	Pursue staggered terms for board members
	<b>1.4</b>	Maintain ACA accreditation
<b>Informed Decision Making</b>	<b>2.1</b>	Strengthen case level decision-making skills/capacities; build training dates into the annual schedule for both board/committee members and staff
	<b>2.2</b>	Continue to develop improved efficiencies of operations to include specialized staff training
	<b>2.3</b>	Enhance the technology available for use in the decision-making process; to improve statistical data tracking and performance indicators.
	<b>2.4</b>	Maintain ACA accreditation
<b>Address Needs of Crime Victims</b>	<b>3.1</b>	Continue to develop educational outreach program to include judicial officials, law enforcement, community corrections, corrections, victims and other stakeholders
	<b>3.2</b>	Improve the process of collecting data that tracks contact with victims to measure outputs versus outcomes in the board's service to victims
	<b>3.3</b>	Monitor and track the cases where the board orders victim restitution as a condition of parole
	<b>3.3</b>	Maintain ACA accreditation
<b>Facilitate Successful Reentry</b>	<b>4.1</b>	Remain actively engaged in the Louisiana Prisoner Reentry Initiative and Reentry Advisory Council to develop consistent reentry practices
	<b>4.2</b>	Educate key legislators and build relationships with other criminal justice players
	<b>4.3</b>	Target risk reduction interventions to offenders according to assessed level of risk and criminogenic need
	<b>4.4</b>	Maintain ACA accreditation

## LA BOARD OF PARDONS & COMMITTEE ON PAROLE 2017 DOC Strategic Plan Progress at Year End

### 1. Case Work Due Diligence

**1.1 Limit the number of cases on each docket to allow ample time for case review** – In accordance with ACA standards, dockets were limited to no more than 25 cases.

**1.2 Strengthen performance measurement skills/capacities:** Board members and staff were routinely provided with data collected through the C-05-001 process to identify issues or areas of concern or potential for improved efficiency

**1.3 Measure caseload versus decision:** the DOC provided the capability through the Board's Case Management database to record each committee member's decisions throughout the year. This data was compiled on a bi-annual basis and presented to each committee member for review and analysis of his or her own caseload and decisions. All members were provided a copy of the summary report.

### 2. Support System

**2.1 Maintain ACA accreditation:** The Executive Director continued to develop knowledge of the accreditation process and worked with staff to further develop the documentation required to demonstrate standard compliance.

**2.3 Pursue staggered terms for board members:** A request was submitted to the Administration, but no action was taken on that request.

**2.3 Continue to develop improved efficiencies of operations:** Much progress was made in this area:

2.3.1 Parole hearing preparation: Key staff continued to meet on a weekly basis to discuss upcoming parole hearings to ensure that all necessary information was available for the parole panel well in advance of the parole hearing.

2.3.2 Victims: Staff began collecting information regarding contact with victims for inclusion in the DOC C-05-001 monthly report; a system was developed to provide hearing notice to prosecutors 45 days in advance of parole hearings

2.3.3 Risk Assessment: Staff received training on the TIGER Risk/Needs/Responsivity Assessment tool.

2.3.4 Clemency: The application was revised to ascertain detailed information on applicants, the purpose of which is so that board members can make a more informed decision when reviewing an application. The application was converted to a fillable form and posted to the board's webpage.

2.3.5. Security: Board members and staff worked with DOC security to enhance security procedures during parole and pardon hearings.

2.3.6 Electronic Records: During this period, the board's use of electronic pardon and parole records was fully implemented, improving efficiency in individual member due diligence in case review.

2.3.7 Electronic processing of violations: This project continued in its pilot phase with staff working closely with the Division of Probation & Parole to expand implementation to all P&P Districts in early 2018. This will eliminate lengthy delays in processing parole violations; doing so will result in cost savings for DOC.

### 3. Training

**3.1 Building training dates into the annual schedule:** Training dates have been built in to the 2018 parole and pardon schedule so that all staff and members are aware of the training dates. Specialized staff training for 2018 will be developed based on collaborative input by managers/supervisors.

**3.2 In-depth training on structured decision-making:** With recent changes in legislation anticipated regarding juvenile lifers, formal training focused on meaningful parole opportunity for this population.

**3.3 Collaborate to determine training needs/opportunities:** All members of the Board/Committee were asked to complete a self-evaluation of their work and the work of the Board/Committee. The information gathered was used to develop the annual in-service training curriculum.

### 4. Building Effective Relationships with Key Stakeholders

**4.1 Develop educational outreach program to include police, community corrections, corrections, victims:**

4.1.1 Louisiana Sheriffs and Jail Wardens: The Board Vice-Chairman participated in their annual conference, making a presentation on the parole process, the importance of the ex-officio's role, and the Committee's use of the offender's case record in the decision-making process.

4.1.2 Victims: Board staff attended the Victims Awareness Program hosted by DOC; the board chair was selected by the Louisiana Commission on Law Enforcement to participate in a Victim Notice Advisory Committee regarding electronic victim notice and registration.

4.1.3 Offender Population: Board and Committee members met with offenders at various facilities to explain the board/committee processes and to answer questions; on-site parole panel hearings were conducted at Elayn Hunt Correctional Center, David Wade Correctional Center, and Louisiana Transitional Center for Women.

4.1.4 Prosecutors: Four pardon board members participated in the LA District Attorneys' Association (LDAA) mid-year meeting and provided information on the pardon and parole processes. The Board Chair and staff participated in the LDAA annual conference to provide information to the larger audience of Assistant District Attorneys.

4.1.5 Probation & Parole Officers: Board members and staff made presentation to the P&P Training Academy classes this year. In addition, classes were allowed to observe the parole hearing process.

**4.2 Educate key legislators:** The Board Chair prepared the report required by Senate Concurrent Resolution 38, providing 10 years of data regarding parole and parole decisions. The report has been posted to the board's webpage.

**4.3 Building relationships with other criminal justice players:**

4.3.1 Children's Advocacy Center: Staff met with representatives of this advocacy group to discuss the juvenile lifer population and expected legislation.

4.3.2 Louisiana Prisoner Reentry Initiative: The Board Chair continued meeting with this group as part of the Implementation Steering Committee.

4.3.3 Reentry Advisory Council: The Board Chair was appointed by the Governor to serve on the council and participated in quarterly meetings.

- 4.3.4 *LSU Parole Clinic*: The Board Chair met with LSU Law School students to assist them in the preparation for parole hearings.
- 4.3.5 *Criminal Justice Students*: Board members, accompanied by Secretary LeBlanc, addressed Southeastern Louisiana University criminal justice students and faculty in November, providing relevant information regarding the recently enacted criminal justice reform legislation.
- 4.3.6 *Off-Site Hearings*: Through a collaborative effort between university staff, DOC information technology group, security, and board staff the Committee on Parole conducted parole hearings at Southeastern Louisiana University in November. Students and faculty were able to observe parole proceedings and students were given course credit for doing so.

# OPERATION HIGHLIGHTS

## OUTREACH

**DOC outreach:** Members of Committee on Parole presented to the Reentry Class at Elayn Hunt Correctional Center (EHCC) on two separate occasions. The purpose of this meeting was to advise the offender population of the pardon and parole processes as well as how to prepare for a hearing.

Live hearings were held at Elayn Hunt Correctional Center, David Wade Correctional Center, and the Louisiana Transitional Center for Women. At the request of the offender population, the board submitted a current listing of all official parish journals, along with the estimated cost of placing a clemency advertisement, to the Chief of Operations. The Board Chair requested that this listing be placed in all DOC law libraries for easy access by the offender population.

Two board members visited with the offender population at 2 local jail facilities in north Louisiana. The purpose of that visit was to interact with the offenders and to discuss the parole and pardon process and how to properly prepare for hearings before the board.

Board members and staff met with medical, mental health, education, classification and records staff of the Louisiana State Penitentiary to discuss new legislative acts of the 2017 session that provide parole eligibility for lifers. In addition, the upcoming legislative session and the anticipated legislation regarding juvenile lifers was discussed.

**Children's Advocacy Center:** Staff met with representatives of this advocacy group to discuss the Louisiana juvenile lifer population.

**Louisiana Prisoner Reentry Initiative:** The Board Chair continued meeting with this group as part of the planning committee. In April, the Chair was appointed to the Implementation Steering Committee and will work on implementation of the strategic blueprint.

**Reentry Advisory Council:** The Board Chair was appointed by the Governor to serve on the council.

**Prosecutors:** The Board Chair, Executive Director, and Administrative Program Manager presented at the Louisiana District Attorneys' Association (LDAA) Annual Conference. The presentation covered the board's mission, its members, the parole and pardon processes, and statistics relevant to the actions of the board, as well as the importance of input from the prosecutor as well as victims.

To improve communication and availability of current information, clemency investigations and associated documents were added to the LDAA information sharing mechanism for upcoming clemency hearings. The Executive Director participated in the monthly LDAA meeting in September to provide an overview of the software application used to share documents with prosecutors.

The Board Chair reached out to the LDAA Executive Director regarding Acts 277 and 280, of 2017, requesting assistance to develop a sensible system for implementation.

**Victims:** The Board member who serves as the Victim's Advocate on the board and committee was invited to participate in a series of sessions with victims' advocates in Louisiana for their input on the Louisiana Prisoner Reentry Initiative.

In response to Act 258 of the 2017 regular legislative session relative to registration and rights of crime victims, the board chair was selected by the Louisiana Commission on Law Enforcement to participate in a Victim Notice Advisory Committee. The advisory committee will work to develop a system by which an agency may choose to complete and submit a uniform victim notice and registration form electronically and the victim may choose to receive all notices electronically. The first meeting of that committee was conducted in December.

The Board Chair continued participation in the Governor's Reentry Advisory Council and as a member of the implementation steering team for the Louisiana Prisoner Reentry Initiative.

Board members, accompanied by DPS&C Secretary Jimmy LeBlanc, addressed criminal justice students and faculty on November 15<sup>th</sup> at Southeastern Louisiana University, providing relevant information regarding the recently enacted criminal justice reform legislation.

Through a collaborative effort between university staff, DPS&C information technology, security, and board staff, the board conducted parole hearings at Southeastern Louisiana University on November 16<sup>th</sup>. At these hearings, students and faculty could observe the parole proceedings and were given course credit for participating.

The Board Chair met with students from the Louisiana State University Law School Parole Clinic to discuss the parole and pardon process. Students work with offenders in preparing them for parole and/or pardon hearings. This exchange provided students with valuable information on how they can best serve their clients.

**Probation & Parole Officers:** Board members and staff provided instruction to the Probation and Parole Academy Class #38 regarding the parole and pardon processes. Students were informed of the importance of their role in the process. Students also observed a day of parole proceedings with the opportunity to ask panel members pertinent questions.

## TRAINING

The Executive Director reviewed board members' 2016 self-evaluation and used that instrument as a guide in establishing the training curriculum for 2017. The training schedule for 2018 will be presented in April.

Members of the Board of Pardons & Parole and supervisory staff participated in 2 productive all-day training session. Topics presented and discussed, included:

Board Training Topics April 27, 2017	Board Training Topics September 25, 2017
Re-Entry – Capital Area ReEntry Coalition	Louisiana Prisoner Re-Entry Initiative
Legal Issues and Information	Roundtable with Secretary LeBlanc
Mental Health Evaluation Assessment	2017 Criminal Justice Reform Legislation
Adolescent Development	Domestic Violence
Offender Time Calculation	Tiger Risk Assessment Tool – How to Interpret the Data
Public Hearing Decisions	Review of board performance indicator statistics
	Fiscal Year 2017 -2018 Strategic Plan

The Board Chair, Sheryl Ranatza, participated in the Louisiana Sheriffs' Association Annual Conference this year.

All board members successfully completed the mandatory 40-hour annual in-service training curriculum.

## EFFICIENCY IMPROVEMENTS

**Clemency Application:** The Board surveyed other pardon boards to collect data on the application process. Because of this informal survey, the board has revised its clemency application to ascertain more detailed information on applicants. There are now 2 separate applications – one to be utilized by applicants who are no longer incarcerated, and one to be utilized by applicants who are currently incarcerated.

The purpose of the additional information is so that board members may make a more informed decision when considering an application. After addressing issues of concern raised by the offender population, the application was converted to a fillable form and was posted to the board's webpage.

**Clemency recommendations returned by the previous Administration:** In January, there were approximately 447 clemency files returned by the former governor's administration without action. The board promulgated a rule whereby an applicant whose application was returned without action may re-apply for consideration within one year of their written notice of that no action was taken on the Board's recommendation by the governor.

If the applicant re-applies within the specified period, the board would not require another local journal advertisement and would administratively review the merits of each application. There were 164 re-applications received, 85 of which have been administrative reviewed and action taken. All re-applications were reviewed by the Board and completed by the fall 2017.

**Juvenile Lifers:** The Executive Director continued to work with DOC on those who have been re-sentenced through the courts. She continues to work with institutional staff on the

development of the mechanism to determine that all eligibility criteria are met prior to scheduling the offender for a parole hearing.

**Parole hearing preparation:** Key staff continued to meet on a weekly basis to discuss upcoming parole hearings to ensure that all necessary information is available to parole panel members. As cases are removed from the docket or re-scheduled, a reporting format has been developed to track the reasons for removal so that trends and areas for improvement can be identified. This information will be shared with P&P as appropriate.

**Risk-Needs Assessment (TIGER):** Staff received training on the newly developed TIGER risk-needs- responsivity tool. The Board Chair and Executive Director participated in meetings with the DOC local jail liaison who currently prepares the legacy tool currently being used (LARNA), the Assistant Secretary/Reentry Services, and others to determine a method by which the board may begin testing TIGER.

The challenge was to have the assessment prepared for local jail offenders as that population represents a large portion of parole cases that appear before the Committee on Parole. To accomplish this, the 22 DOC Transition Specialists located in local jails began preparing the TIGER tool, beginning with the May parole docket. The Committee on Parole will have access to the LARNA tool as well as the TIGER tool available when making parole release decisions.

**Staff:** A request was submitted to DOC to authorize an additional part-time staff member to assist with processing of the increased volume of documents associated with the violation process. The board filled the position early fall of this year.

**Victims:** The contractor position funded through the VOCA grant remained unfilled during the first and second quarter of the 2017 reporting period.

Staff continued to collect limited information on victims served for reporting to DOC internal monthly reporting format.

Prior to August 1, 2017, Law mandated written notice of parole hearings to victims and district attorneys 30 days in advance of a scheduled hearing. Many DA's expressed a need for more advance notice so that their office can properly assign these cases and locate victims. A system was developed whereby the notice to DA's will be sent to the Louisiana District Attorneys' Association (LDAA) for disseminate to local DA's.

Based on input from the DA's, it was also determined that the pardon dockets will also be sent to the LDAA by email for dissemination to the various jurisdictions.

## SPECIAL RECOGNITION

Last year, Mr. John Poché was nominated for Support Employee of the Quarter for his outstanding organization and leadership.



As the Administrative Program Manager, John has, in a very short period, restructured and reorganized the functions for the pardon section. John has implemented procedures to improve the quality of the work product. A self-taught individual, he maintains and troubleshoots the new Microsoft Access database which the department frequently uses. John coordinates and facilitates the hearings with a high level of professionalism and manages to keep order when there is a large group of public attendees.

His extraordinary organizational skills play a significant role in the department's success in day-to-day operations. John maintains a high-level of productivity and consistent quality of work. When deadlines approach, John makes sure that all work

is prepared and of optimal quality to meet the requirements of that deadline. He promotes a healthy and fair environment, provides excellent customer services to other state employees, public and elected officials. John serves as an example of both quality individual work combined with excellent leadership and communication skills.



## LEGISLATION OF INTEREST

2017 REGULAR SESSION			
BILL	ACT	AUTHOR	
HB116	Act 258	STEPHEN C. DWIGHT	CRIMINAL/VICTIMS: Provides relative to the registration and rights of crime victims
HB205	Act 267	JOSEPH BOUIE, Jr.	PARDON/PAROLE: Provides relative to the length of time certain applicants are required to wait before applying for a pardon or commutation of sentence
HB286	Act 53	PATRICIA A. SMITH	CRIMINAL/RESTITUTION: Provides for the payment of restitution to the Crime Victims Reparations Fund in certain cases
HB615	Act 70	TERRY C. LANDRY, SR.	CORRECTIONS/PRISONERS: Provides relative to the release date of an inmate required to complete certain programs prior to release on parole
SB16	Act 277	DAN CLAITOR	JUVENILE JUSTICE: Provides relative to certain juveniles sentenced to life without parole.
SB139	Act 280	DANIEL R. MARTINY	CRIMINAL JUSTICE: Provides relative to criminal justice. (11/1/17)

More information regarding 2017 legislation and Parole and Pardon Board Policies can be found at: [doc.louisiana.gov/parole-and-pardon-board-policies/](http://doc.louisiana.gov/parole-and-pardon-board-policies/)

# FACTS AND STATISTICS

## GENERAL RATES

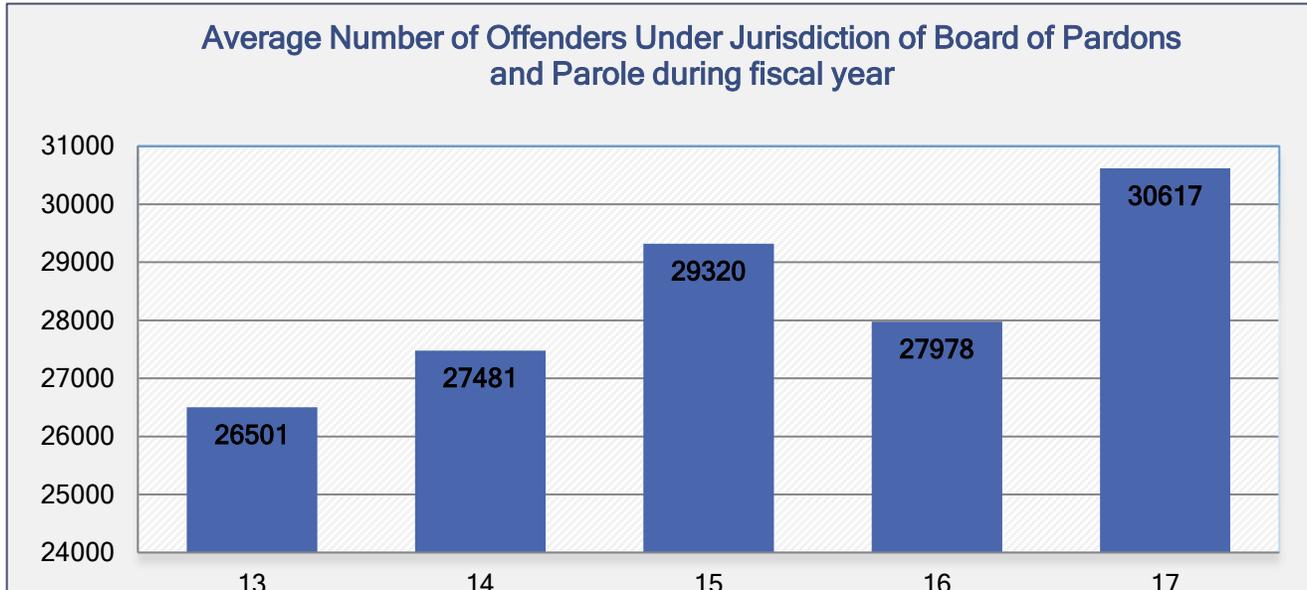


Figure 1: The chart above illustrates the average number of offenders who are under the jurisdiction of the Board for each fiscal year indicated.

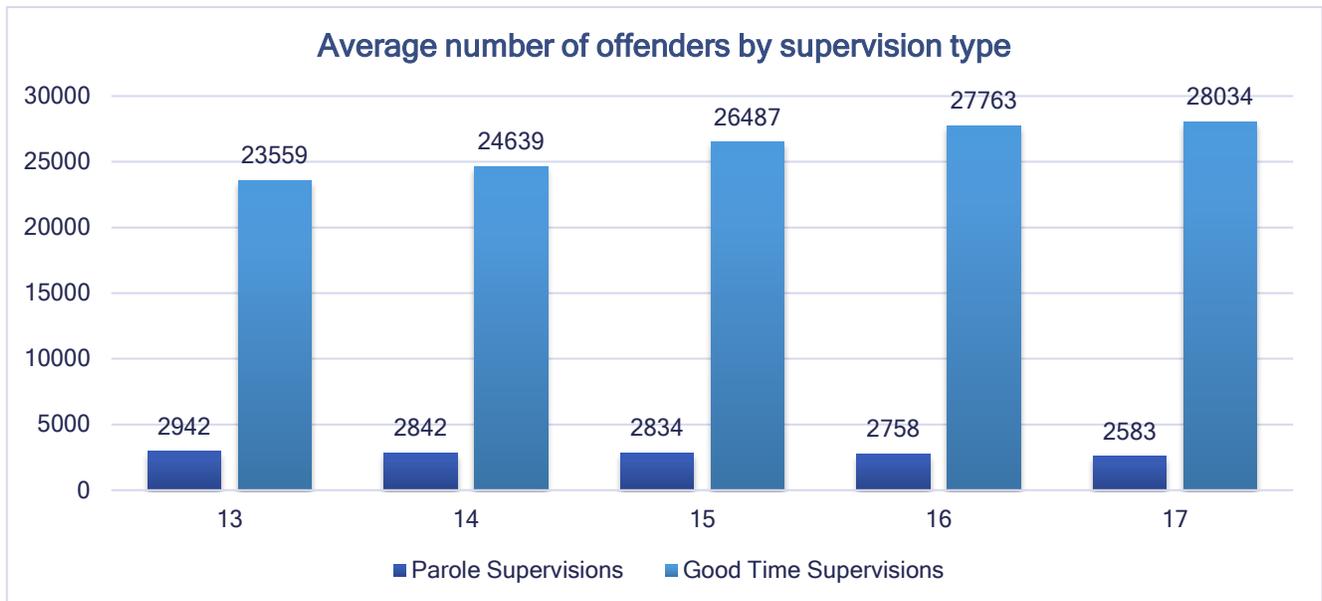


Figure 2: The chart above illustrates the average number of offenders who are under the jurisdiction of the Board for each fiscal year indicated, by type of supervision.

## PAROLEES GRANTED WITH CONTINGENCY

When the Committee on Parole determines that it would be in the best interest of the public and the offender, the Committee may require successful completion of a specific rehabilitative program (i.e., substance abuse treatment (SA), transitional work program TWP, 100 hours of pre-release training, reentry program, attainment of high school equivalency [HSE] as a prerequisite to release on parole.

Fiscal Year	TWP	SA	HSE	Pre-Release	Total Granted Parole	Total Granted with Contingency	% Granted with Contingency
2012	86	168	15	0	673	269	40.0%
2013	150	120	8	14	671	292	43.5%
2014	125	101	17	20	610	263	43.1%
2015	91	93	7	10	516	201	39.0%
2016	69	102	8	10	647	189	29.2%
2017	56	85	4	1	637	146	22.9%

Chart 1: the percentage of parolees granted with contingency along with their release conditions, from 2012 - 2017

## Completion Rate

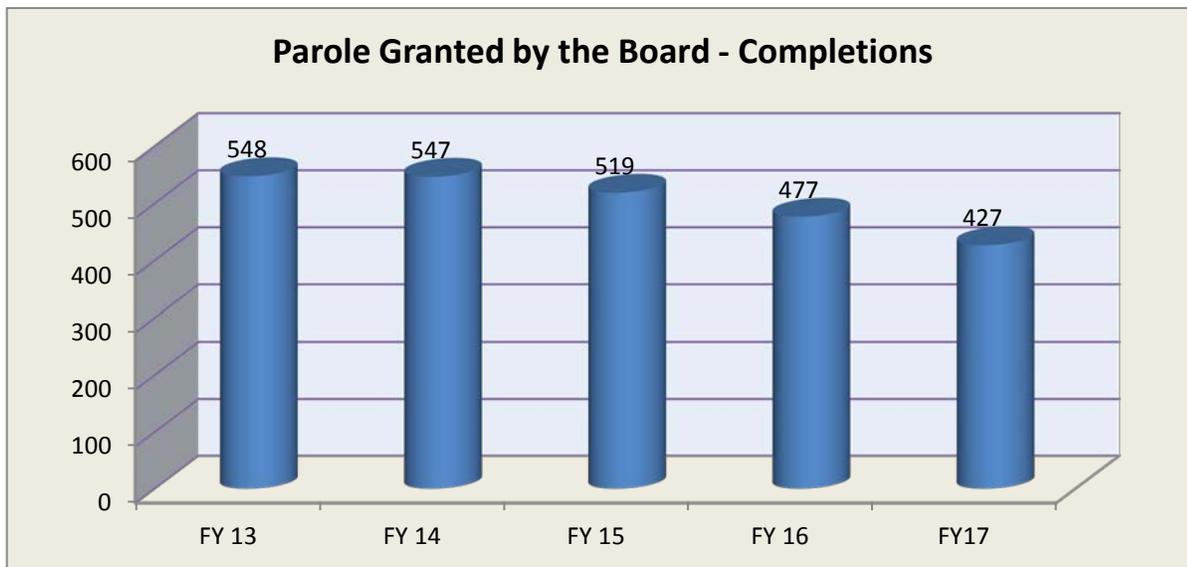


Figure 1: Parole granted by the board

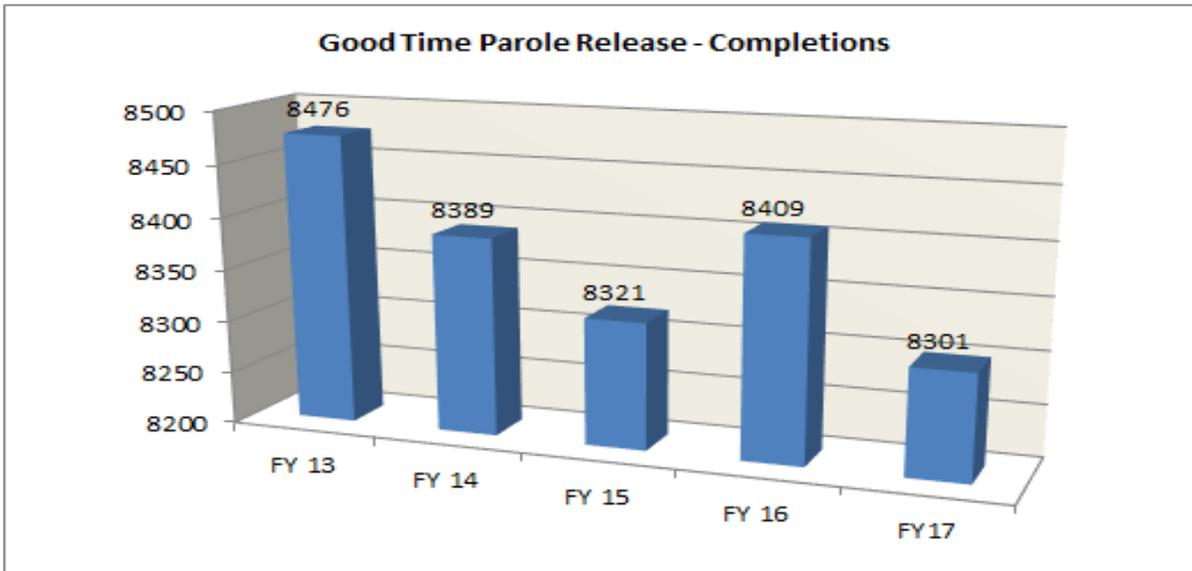


Figure 2: Total numbers of good time parole release by fiscal year, from 2013 - 2017

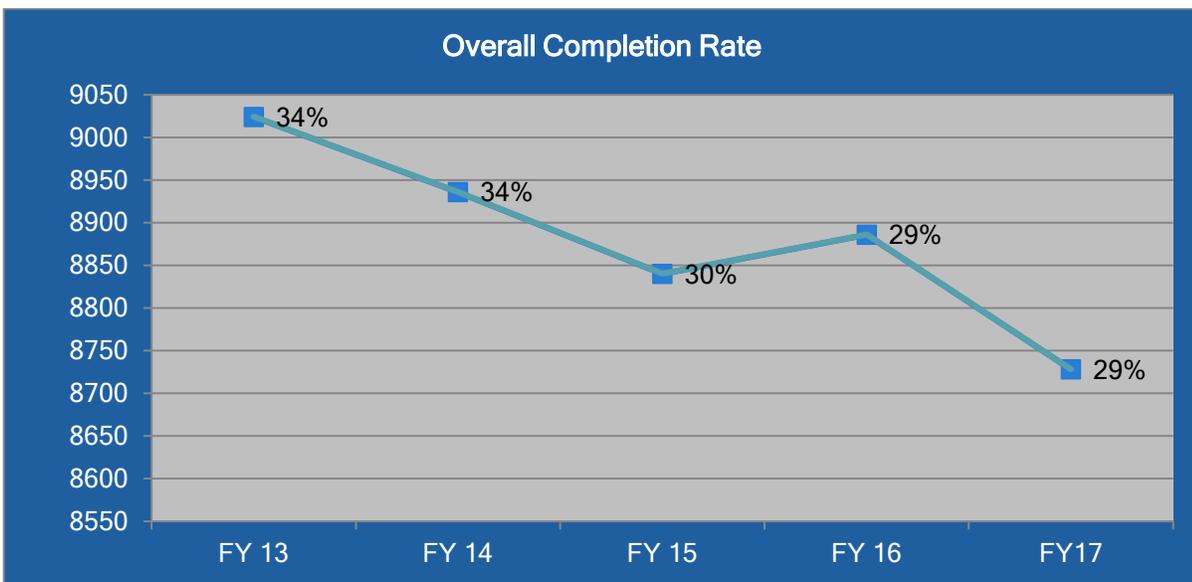


Figure 3: Parolees granted by the board and good time parole releases

## REVOCATIONS

Parole revocation is the administrative act of committing a parolee back to prison for his/her failure to comply with the conditions of parole supervision. The revocation process is essential to the Board's mission to ensure public safety. The violation process begins when law enforcement or the Division of Probation & Parole notifies the Board that an offender under supervision has allegedly violated one or more conditions of their supervision. The Division of Probation & Parole (P&P) Headquarters staff reviews the reported violation(s) and submits the request for warrant to the Board. Once the warrant is signed by a board member, P&P updates the National Crime Information Center/Louisiana Crime Information Center databases; responds to requests from law enforcement agencies; and coordinates the extradition of out-of-state violators.

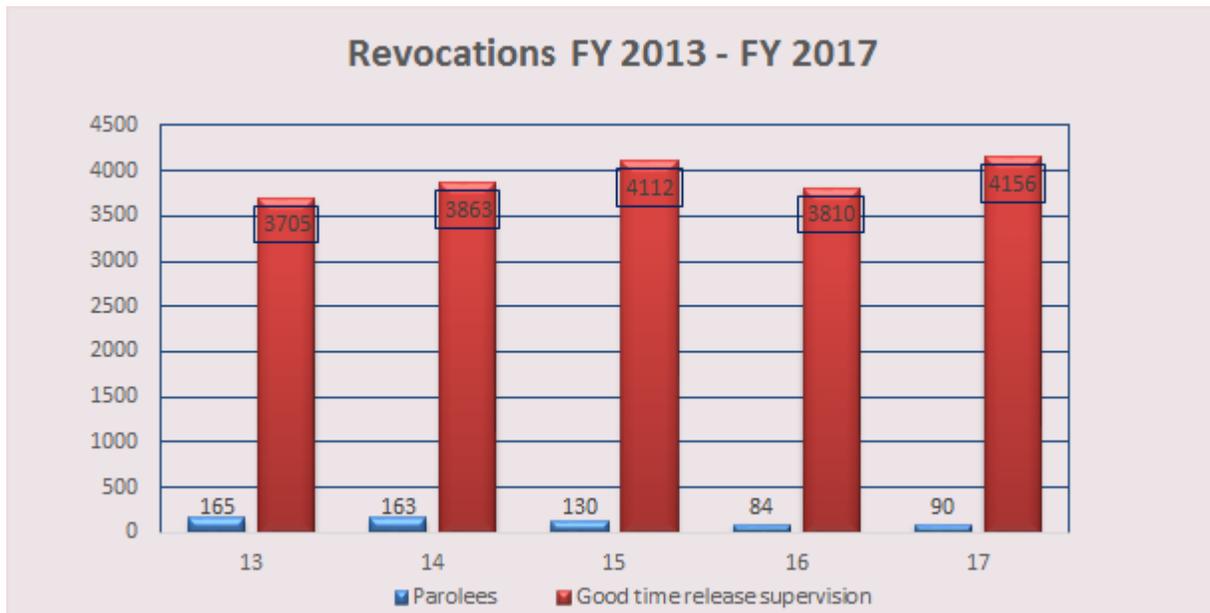


Figure 1: The chart above illustrates the number of offenders whose parole supervision was revoked for each fiscal year indicated, by type of supervision. These offenders were returned to prison. The significant decrease in parolees whose supervision was revoked can be attributed to the Board's use of alternatives to revocation (program participation, transitional work program, etc.)

## TECHNICAL VIOLATIONS

To reduce incarceration for technical violations, Act 402 of 2007 was unanimously approved by the Louisiana legislature. Act 402 set a 90-day limit on the incarceration in jail or prison of those whose parole has been revoked for the first time for violating the rules of their community supervision. This measure allowed the prioritization of jail and prison beds for more serious offenders and for the direction of lower-level offenders to less expensive and potentially more effective alternatives.

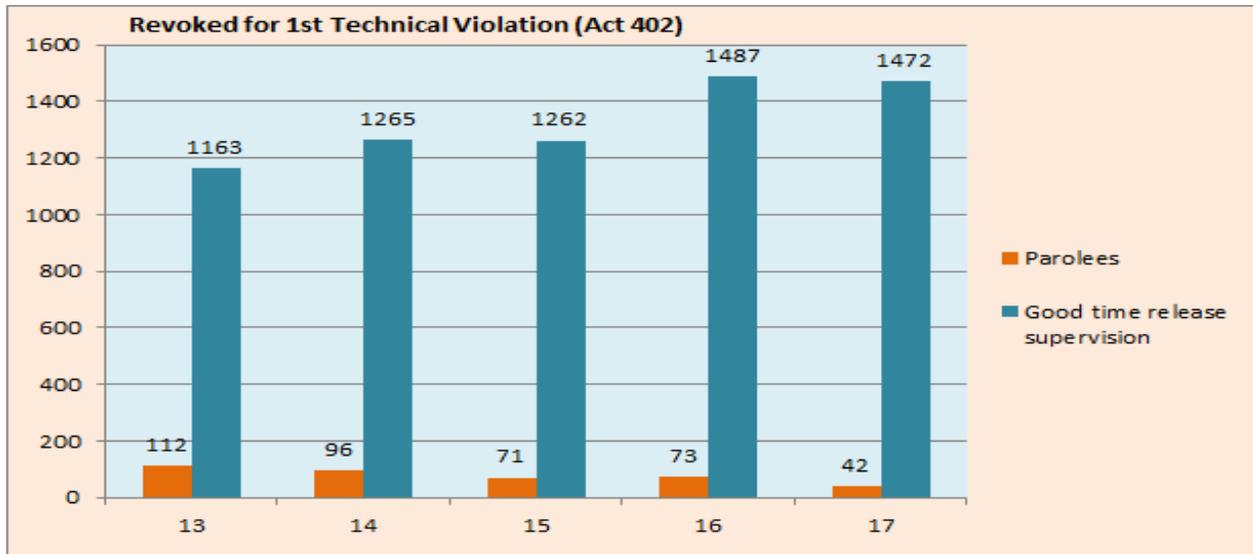


Figure 1: number of revocations for 1<sup>st</sup> technical violation, by type, from fiscal year 2013 – 2017

## Act 299 Revocations - 2<sup>nd</sup> or subsequent technical violations

Act 299 of the 2015 legislative session extended the board's authority to use a short-term jail sanction for second or subsequent technical violations of the conditions of parole. Act 299 became effective August 1, 2015.

Act 299 Revocations 2 <sup>nd</sup> or subsequent technical violation		
Fiscal Year	2016	2017
JUL	0	9
AUG	3	13
SEPT	13	15
OCT	19	17
NOV	10	11
DEC	19	17
JAN	17	5
FEB	12	1
MAR	15	23
APR	28	14
MAY	17	15
JUN	9	7
<b>TOTAL</b>	<b>162</b>	<b>147</b>

Figure 2: The chart above shows the number of times the Board imposed revocation under Act 299 for a 2<sup>nd</sup> or subsequent technical violation of the conditions of supervision, since the law became effective in August 2015.

## Other Actions

In addition to due diligence in hearing preparation, a single member of the Board may act upon matters in accordance with established policy. A single member may act upon activity/violation reports which have been reviewed and a recommended action has been made by the Division of P&P, consider delaying an offender's revocation hearing beyond 30 calendar days from detainment for good cause only, rescind parole pending another parole hearing, add or remove special conditions of supervision. These actions do not require review by a parole panel unless the single member fails to follow the recommended action of the parole officer. During fiscal year 2017, there were 20,248 actions acted upon by a single member.

Other Actions (Performed by single member)	FY 13	FY 14	FY 15	FY 16	FY17
New felony conviction - Automatic revocation	682	641	703	756	840
Waived final revocation hearing	3,635	3,734	3,984	3,634	4,028
Deferred Preliminary Hearing	1,710	1,929	2,284	2491	2,505
Unsatisfactory Termination of Supervision	831	806	934	1204	1,280
Warrants	7,474	7,291	7,886	8340	8,247
Reprimands	1,329	1,213	1,221	1142	1,220
Add/Remove Special Conditions	1,569	1,183	1,164	1014	956
<b>Total Single Member Actions</b>	<b>18,304</b>	<b>17,777</b>	<b>19,055</b>	<b>19820</b>	<b>20,248</b>

## Medical Parole Eligibility

Medical parole is in addition to any other parole for which an offender may be eligible. The offender must be determined to be **permanently disabled** (*unable to engage in substantial gainful activity by reason of any medically determinable physical impairment which can be expected to result in death or which is or can be expected to be permanently irreversible*) or **terminally ill** (*any offender who is diagnosed with a terminal illness and death is expected within one year; the medical condition is usually permanent in nature and carries a poor prognosis*).

Medical Parole	Considered	Granted
<b>Fiscal Year</b>		
<b>13</b>	<b>15</b>	<b>12</b>
<b>14</b>	<b>3</b>	<b>3</b>
<b>15</b>	<b>7</b>	<b>7</b>
<b>16</b>	<b>19</b>	<b>16</b>
<b>17</b>	<b>17</b>	<b>15</b>

## Clemency

The governor may grant reprieves to persons convicted of offenses against the state and, upon recommendation of the board of pardons, may commute sentences, pardon those convicted of offenses against the state, and remit fines and forfeitures imposed for such offenses. Notwithstanding any other provision of law to the contrary, the governor shall not grant any pardon to any person unless that person has paid all of the court costs which were imposed in connection with the conviction of the crime for which the pardon is to be issued.

<b>Clemency Data</b>	<b>FY 13</b>	<b>FY 14</b>	<b>FY 15</b>	<b>FY 16</b>	<b>FY17</b>
Applications received	879	931	804	1247	1600
Applications reviewed by Board	406	472	311	426	460
Clemency hearing opportunity granted	96	205	176	221	205
Clemency hearing opportunity denied	310	280	138	205	251
% of applications granted clemency hearing	23.6%	43.4%	56.6%	51.9%	44.6%
Clemency hearings conducted	136	133	171	185	344
<b>Relief Requested</b>					
Reprieve - Capital Case	1	0	0	0	0
Commutation	34	41	101	112	193
Executive Pardon	101	92	70	73	151
<b>Action Taken by the Board</b>					
Favorable Decision	69	64	103	103	164
Unfavorable Decision	58	62	51	68	130
Taken Under Advisement	9	7	17	14	50
Cases Sent to the Governor	69	64	89	103	162
<b>Act 340 of 2014 Case Activity</b>					
Act 340 cases reviewed by Parole Committee			20	153	23
Act 340 cases heard by Pardon Board			0	8	18
Act 340 cases granted favorable			0	3	7
Act 340 cases denied-unfavorable			0	5	11
Act 340 cases sent to Governor			0	3	0

Act 340 cases require a recommendation by the Committee on Parole to the Board of Pardons for ameliorative penalty consideration. If approved by the Board of Pardons a recommendation for commutation of sentence was sent to the Governor. In 2016 Act 469 was passed which also provides for ameliorative penalty consideration but provides parole eligibility without the necessity of a Pardon recommendation to the Governor.

# LOOKING AHEAD

## 2018 STRATEGIC PLAN

Mission Statement Goal		Objective	
1	Promote Public Safety	1.1	Develop outreach program to include police, community corrections, prosecutors, engaging stakeholders and promoting transparency in operations
		1.2	Appropriately use actuarial tool to assess risk and criminogenic needs of offenders, working with community partners to target risk interventions
		1.3	Pursue staggered terms for board members
		1.4	Maintain ACA accreditation
2	Informed Decision Making	2.1	Strengthen case level decision-making skills/capacities; build training dates into the annual schedule for both board/committee members and staff
		2.2	Continue to develop improved efficiencies of operations to include specialized staff training
		2.3	Enhance the technology available for use in the decision- making process; to improve statistical data tracking and performance indicators.
		2.4	Maintain ACA accreditation
3	Address Needs of Crime Victims	3.1	Continue to develop educational outreach program to include judicial officials, law enforcement, community corrections, corrections, victims and other stakeholders
		3.2	Improve the process of collecting data that tracks contact with victims to measure outputs versus outcomes in the board's service to victims
		3.3	Monitor and track the cases where the board orders victim restitution as a condition of parole
		3.3	Maintain ACA accreditation
4	Facilitate Successful Reentry	4.1	Remain actively engaged in the Louisiana Prisoner Reentry Initiative and Reentry Advisory Council to develop consistent reentry practices
		4.2	Educate key legislators and build relationships with other criminal justice players
		4.3	Target risk reduction interventions to offenders according to assessed level of risk and criminogenic need
		4.4	Maintain ACA accreditation

## **RE-ACCREDITATION**

On May 30, 2015, the Louisiana Board of Pardons & Parole was awarded accreditation by the American Correctional Association, achieving a compliance score of 96.6%. The accreditation certificate is displayed prominently in the Board offices and the Board hearing room as a small symbol of the enormous dedication and commitment demonstrated by each member of the Board and staff to the accreditation process. Since accreditation is awarded for periods of three years, the board and staff has been continuously preparing for the re-accreditation process in 2018.

Accreditation involves significant levels of compliance with rigorous standards to ensure maximum credibility, security, transparency, and efficiency. These standards include:

- self-evaluation activities which entailed reviewing the applicable standards
- agency operations
- policies and procedures to assess compliance levels
- identifying activities necessary to meet the requirements of the process
- completing a self-evaluation report





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