



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
PROBATION DEPARTMENT
60 SOUTH PEARL STREET
ALBANY, NEW YORK 12207
PHONE: (518) 487-5200
FAX: (518) 487-5204
WWW.ALBANYCOUNTY.COM

WILLIAM CONNORS
DIRECTOR III

LORI M. HAGGERTY
DEPUTY DIRECTOR

MICHAEL J. O'CONNOR
PRINCIPAL PROBATION OFFICER

TO: Hon. Wanda F. Willingham, Chair – Audit and Finance Committee

FROM: William Connors, Probation Director *WC*

DATE: October 15, 2024

SUBJECT: Albany County Probation Proposed 2025 Budget

1. William Connors – Probation Director III -- Lori M. Haggerty – Deputy Director -- Michael J. O'Connor – Principal Probation Officer

2. Vacant Positions:

A3140.1.4213.009 – 380165 – Senior Probation Officer
A3140.1.4213R.002 – 380197 – Senior Probation Officer RTA
A3140.1.4223.005 – 380028 – Probation Officer
A3140.1.4223.012 – 380035 – Probation Officer
A3140.1.4223.024 – 380047 – Probation Officer
A3140.1.4223.025 – 380048 – Probation Officer
A3140.1.4223.026 – 380049 – Probation Officer
A3140.1.4223.042 – 380065 – Probation Officer
A3140.1.4223.044 – 380067 – Probation Officer
A3140.1.4223.048 – 380071 – Probation Officer
A3140.1.4223.053 – 380076 – Probation Officer
A3140.1.4223.058 – 380129 – Probation Officer
A3140.1.4223.063 – 380057 – Probation Officer
A3140.1.4223.065 – 380154 – Probation Officer
A3140.1.4223R.004 – 380189 – Probation Officer RTA
A3140.1.4224.002 – 380079 – Probation Officer PT
A3140.1.5311.006 – 380088 – Probation Assistant
A3140.1.6043.005 – 380146 – Keyboard Specialist

3. New Positions / How Funded:

A3140.1.2248-001 – Employment Specialist – Offset by position A3140.1.4223.019 - 380042

4. Proposed Salary Increase beyond Union Contract Commitments:

A3140.1.2510.001 – 380138 – 10% increase *–for increased duties in grant funded programs and incentives requiring additional filing and tracking of expenditures for revenue reimbursement.*

5. Positions Eliminated or Decreased:

Probation Officer FT – to offset newly created Employment Coordinator
Policy Analyst transferred to County Executive’s Budget

6. Positions Funded by Grant Money / Percentage / Commitment Grant Renewed for 2025:

Please see next page.

		Proposed Salary	Total Grant Funding		%	Total County Funding	%
			Salary	Fringe			
GIVE Grant							
A3140.1.4223.026	Probation Officer	\$64,133.00	\$32,066.00		50.00%	\$32,067.00	50.00%
	Fringe @ 45%	\$32,066.00		\$14,430.00	45.00%	\$17,636.00	55.00%
A3140.1.4223G.001	Probation Officer	\$73,705.00	\$73,705.00		100.00%	\$0.00	0.00%
	Fringe @ 45%	\$73,705.00		\$33,167.00	45.00%	\$40,538.00	55.00%
A3140.1.4223G.002	Probation Officer	\$57,821.00	\$57,821.00		100.00%	\$0.00	0.00%
	Fringe @ 45%	\$57,821.00		\$26,019.00	45.00%	\$31,802.00	55.00%
A3140.1.4223G.003	Probation Officer	\$56,881.00	\$56,881.00		100.00%	\$0.00	0.00%
	Fringe @ 45%	\$56,881.00		\$25,596.00	45.00%	\$31,285.00	55.00%
DCYF Programs							
A3140.1.4203.001	Probation Supervisor	\$86,762.00	\$86,762.00		100.00%		0.00%
	Fringe - 69%			\$59,866.00	100.00%	\$0.00	0.00%
A3140.1.4213.004	Sr. Probation Officer	\$74,794.00	\$74,794.00		100.00%		0.00%
	Fringe - 69%			\$51,608.00	100.00%	\$0.00	0.00%
A3140.1.4223.048	Probation Officer	\$58,190.00	\$58,190.00		100.00%		0.00%
	Fringe - 69%			\$40,151.00	100.00%	\$0.00	0.00%
A3140.1.4223.054	Probation Officer	\$60,101.00	\$60,101.00		100.00%		0.00%
	Fringe - 69%			\$41,470.00	100.00%	\$0.00	0.00%
A3140.1.4203.012	Probation Supervisor	\$86,762.00	\$86,762.00		100.00%		0.00%
	Fringe - 69%			\$59,866.00	100.00%	\$0.00	0.00%
A3140.1.4223.006	Probation Officer	\$65,081.00	\$65,081.00		100.00%		0.00%
	Fringe - 69%			\$44,906.00	100.00%	\$0.00	0.00%
Raise The Age							
A3140.1.4203R.001	Probation Supervisor	\$86,762.00	\$86,762.00		100.00%		0.00%
	Fringe - 69%			\$59,865.78	100.00%	\$0.00	0.00%
A3140.1.4203R.002	Probation Supervisor	\$86,762.00	\$86,762.00		100.00%		0.00%
	Fringe - 69%			\$59,865.78	100.00%	\$0.00	0.00%
A3140.1.4423R.001	Senior Probation Officer	\$78,932.00	\$78,932.00		100.00%		0.00%
	Fringe - 69%			\$54,463.08	100.00%	\$0.00	0.00%
A3140.1.4423R.002	Senior Probation Officer	\$78,932.00	\$78,932.00		100.00%		0.00%
	Fringe - 69%			\$54,463.08	100.00%	\$0.00	0.00%
A3140.1.4223R.001	Probation Officer RTA	\$57,239.00	\$57,239.00		100.00%		0.00%
	Fringe - 69%			\$39,494.91	100.00%	\$0.00	0.00%
A3140.1.4223R.002	Probation Officer RTA	\$61,053.00	\$61,053.00		100.00%		0.00%
	Fringe - 69%			\$42,126.57	100.00%	\$0.00	0.00%
A3140.1.4223R.003	Probation Officer RTA	\$61,053.00	\$61,053.00		100.00%		0.00%
	Fringe - 69%			\$42,126.57	100.00%	\$0.00	0.00%
A3140.1.4223R.004	Probation Officer RTA	\$57,239.00	\$57,239.00		100.00%		0.00%
	Fringe - 69%			\$39,494.91	100.00%	\$0.00	0.00%
A3140.1.4223R.005	Probation Officer RTA	\$60,101.00	\$60,101.00		100.00%		0.00%
	Fringe - 69%			\$41,469.69	100.00%	\$0.00	0.00%
A3140.1.4223R.006	Probation Officer RTA	\$57,239.00	\$57,239.00		100.00%		0.00%
	Fringe - 69%			\$39,494.91	100.00%	\$0.00	0.00%
A3140.1.4223R.007	Probation Officer RTA	\$58,190.00	\$58,190.00		100.00%		0.00%
	Fringe - 69%			\$40,151.10	100.00%	\$0.00	0.00%
A3140.1.4223R.008	Probation Officer RTA	\$60,101.00	\$60,101.00		100.00%		0.00%
	Fringe - 69%			\$41,469.69	100.00%	\$0.00	0.00%
A3140.1.4223R.009	Probation Officer RTA	\$60,101.00	\$60,101.00		100.00%		0.00%
	Fringe - 69%			\$41,469.69	100.00%	\$0.00	0.00%
A3140.1.5311R.001	Probation Assistant RTA	\$41,918.00	\$41,918.00		100.00%		0.00%
	Fringe - 69%			\$28,923.42	100.00%	\$0.00	0.00%

7. Job Titles Proposed to be Changed or Moved:

None

8. Fees for Services:

FEES FOR SERVICES A93140.44046				
	BUDGETED	ACTUAL	CURRENT BUDGET	PROJECTED
YEAR	2024	2024	REMAINING	2025
		10/8/2024		
ORIGINAL BUDGET	\$234,576	\$234,576		\$247,000
Transfers In / Transfers Out		\$0		
REVISED BUDGET	\$234,576	\$234,576	\$0	\$247,000
ACTUAL EXPENSES:				
Psychology Services	\$6,500	\$6,500	\$0	\$7,500
West Law	\$5,761	\$4,303	\$1,458	\$6,112
Hitech Systems	\$464	\$464	\$0	\$500
Rise Vision	\$1,000	\$731	\$269	\$1,000
GPS Monitoring Services	\$200,000	\$92,151	\$107,849	\$200,000
Geneva Worldwide - sign lang.	\$1,000	\$139	\$861	\$1,000
Language Services - interpreter	\$2,000	\$1,442	\$558	\$2,000
Behavior Data	\$1,750		\$1,750	\$1,750
Programs - Food/Supplies	\$10,000	\$3,017	\$6,983	\$17,735
Miscellaneous	\$4,000	\$2,050	\$1,950	\$5,000
Bottled Water	\$2,100	\$2,107	-\$7	\$3,500
TOTAL EXPENSES	\$234,576	\$112,905	\$121,671	\$246,097
RAISE THE AGE A93140.44046R:				
Programming - RTA	\$587,365	\$118,275		\$587,365
Programming - STSJP RTA	\$125,606	\$3,342		\$6,000
	\$712,971	\$121,618		\$593,365
\$12,424.72 GPS Charges				

9. New Initiatives and/or Eliminated Programs:

The Probation Department will be partnering with the Department of Mental Health on the Albany County Justice and Mental Health Collaboration. This project aims to reduce recidivism of the population we serve with mental illness. Probation Officers, working in conjunction with staff of the Department of Mental Health, will facilitate expedited referrals and connections to mental health resources focusing on reentry matters in the Probation process. This may include individuals involved in cases of Bail Reform, Pre-Trial Release and Pre-Sentence Investigations who are struggling with serious mental health needs.

The initial training of a Probation Officer Trainee is paramount to a successful career in the department. One component of this training is Fundamentals of Probation Practice. Although the regulatory agency New York State Division of Criminal Justice Services Office

of Probation and Correctional Services provides this training twice per year, it is necessary to conduct the training more often as new staff are hired. The Probation Department is collaborating with Rensselaer and Schenectady Probation Departments to create the Capital Region Fundamentals of Probation Practice Academy. Staff from each department received specialized training to conduct this mandatory training. The goal is to supplement training provided by the New York State and increase sessions so that new staff are trained in a timely manner.

10. County Vehicles / Title of Employees:

YEAR	MAKE/MODEL	PLATE NUMBER
2007	Dodge Charger	AU9225
2015	Ford Focus	AW9081
2015	Ford Focus	AW9097
2018	Ford Fusion	AZ7833
2018	Ford Fusion	AZ7834
2023	Chevy Bolt EV	BG5683

*No vehicle is assigned to any staff. They are used continuously throughout the day and evening to conduct field work, monitor probationers, transporting probationers and also transporting participants to programs.

11. Conference/Training/Tuition Breakdown:

The 2024 Probation Department Budget included \$18,000 for Conferences/Training/Tuition. Historically, we have been conservative in spending of the allocated monies. A substantial amount of training available is presented on a virtual platform with minimal, if any cost. Planning for the future, Probation will require additional trainers to be trained in specialized topics (Firearms, Defensive Tactics and Non-Lethal Weapons) so that we can continue to be self-sufficient in meeting the annual recertification requirement. Some of these trainings may be local, although as they are offered on a limited basis, there may be a need for travel and associated costs. Under NYS Executive Law, Probation Officers are required to obtain a minimum of 21 hours of continuing education per year. Staff are encouraged to attend free trainings, although there are often costs associated with trainings related to specialized supervision such as Mental Health, DWI, Sex Offender, High Risk Gun/Gangs and Veterans. Effective January 2023, one component of the initial training for Peace Officers has changed per the requirement of the New York State Municipal Police Training Council. Probation Officers are now required to attend a Basic Course for Peace Officers. In 2024 the Department joined the Zone 5 Law Enforcement Academy, which provides this training. There is an annual membership fee based on the number of sworn Peace Officers. In 2024, the membership fee was \$7,400.00. The cost will increase as additional Probation Officer Trainees are hired.

12. Overtime Breakdown:

Overtime				
	Proposed Overtime 2025	2024	2023	2022
		10/8/2024		
Budget Amount	\$65,150.00	\$65,150.00	\$60,150.00	\$60,150.00
Transfers In			\$5,000.00	
			\$65,150.00	
Expended		\$25,164.66	\$39,241.97	\$28,982.73
Grant Funding				
GIVE	\$25,000.00	\$25,000.00	\$25,000.00	\$15,000.00
DCYF Programs	\$19,968.00	\$32,263.00	\$32,263.00	\$32,263.00
Total Grant Funded	\$44,968.00	\$57,263.00	\$57,263.00	\$47,263.00
% Grant Funded	69.02%	87.89%	87.89%	78.58%
RAISE THE AGE				
Overtime Staffing	\$22,500.00	\$18,000.00	\$19,000.00	\$19,000.00
Expended		\$7,012.02	\$5,926.52	\$7,022.89
Overtime Program	\$21,200.00	\$31,700.00	\$30,700.00	\$37,700.00
Expended		\$13,683.49	\$12,910.38	\$13,395.22

OVERTIME

Overtime is utilized for Probation Officers to conduct after hours home and field contacts with Probationers. NYS Executive Law mandates contacts with Probationers in their homes. Probation Officers often partner with police to provide community policing. Overtime is also paid to Probation Officers warrant squad personnel for early morning and after-hours transportation of Probationers. It is further used for Probation Officers to appear in various courts and to provide evening programming to Probationers.

13. Line Items Established / Changed During 2024:

None

14. Biggest Risk:

As in recent years, the biggest risk remains staffing, hiring and retention. To date in 2024, twenty one staff retired or left service. In order to address this staffing crisis, the Probation Department is utilizing the NYS HELP Program. This program was established to allow local civil service agencies to address the emergency staffing crisis that are facing many agencies across health and safety positions. Traditionally, the titles filled under the HELP Program required job candidates to compete in a competitive examination to be considered for employment. For the duration of the HELP program these titles will be filled via non-competitive appointment, which means examinations are not required, but candidates must meet the minimum qualifications of the titles for which they apply. Employees who are hired into positions under the HELP program will be then transferred into the competitive class, without further examination, and will continue their County careers on a permanent basis. Employment opportunities of various titles have been posted with Albany County Civil Service and Indeed. To date in 2024 eighteen staff were hired, with several more planned to begin employment later this year.

Much time, effort and cost go into training a Probation Officer with the hope of them becoming a long-term employee. This training is lengthy in process and for one full year with attendance required at a certified NYS Peace Officer Academy and DCJS Fundamentals of Probation. Until certified by New York State, Probation Officers are not able to do full functions of a Probation Officer. The Department will maintain the philosophy that quality training and a positive working environment are key factors we will practice to retain quality, long term

employees. The Department recognizes staff wellness and morale play a large part in staff retention, and several initiatives have been put in place to support this.

15. Performance Indicators and Metrics:

The Probation Department serves all Courts in Albany County. Additionally, we supervise individuals residing in Albany County who were sentenced in jurisdictions outside of Albany County and New York State that reside in Albany County. We have seen a leveling in the number of investigation assignments and persons sentenced to formal Probation supervision from last year. Several factors contribute to the number of cases received. The pandemic attributed to the decrease from 2020-2021. Most courts were closed or had limited operations for a significant period in 2020. Over time, as the courts re-opened and returned to normal operations, the numbers appear to be leveling off. It is important to note that several courts are increasingly utilize Interim Probation, which is not a formal sentence of Probation. Interim Probation is a trial period of informal Probation. Often, if an individual is successful on Interim Probation, they would receive a more beneficial disposition at the end of the term not involving formal probation, such as a Conditional Discharge.

New York State’s Bail Reform and Raise the Age Legislation has impacted the Probation Department substantially. The courts have increased the use of Probation Services for Pre-Disposition/Release Under Supervision cases released to Probation while their case is pending final disposition. These numbers have significantly increased over time as reflected below, Assigned Release Under Supervision. Additionally, courts have increased the use of GPS tracking as authorized under Bail Reform. It is important to note that a substantial number of formal Probation, Interim and Pre-Disposition cases are more serious/high risk offenders often involving firearms.

	<u>Assigned Release Under Supervision</u>	<u>Jan. - Mar.</u>	<u>Apr. - Jun.</u>	<u>Jul. - Sept.</u>	<u>Oct. Dec.</u>
2020		115	70	108	126
2021		99	133	176	191
2022		207	223	221	279
2023		264	259	291	316
2024		389	324	413	

<u>Active Number of cases</u>	<u>Pre-Dispositional</u>	<u>Formal Supervision</u>
12/2020	253	1668
12/2021	343	1453
12/2022	306	1409
12/2023	501	1376
YTD 2024	659	1426

	<u>GPS Pre-Dispositional</u>	<u>GPS Adult Supervision</u>	<u>GPS Juvenile Supervision</u>
2020	108	6	0
2021	176	14	42
2022	382	18	52
2023	503	40	75
YTD 2024	481	53	78

16. New Unfunded Mandates / Regulations / Risks to Grant Revenue / Risks to Reimbursement Revenues:

Although the Probation Department is not experiencing any new Unfunded Mandates, Regulations, Risks to Grant Revenue or Reimbursements, we continue to receive the same amount of revenue from New York State DCJS Block Grant and Alternative to Incarceration funding. The workload in certain areas of the Department have increased and changed over time. The number of Pre-Trial Release Under Supervision Bail Reform court orders received has progressively increased over time. A significant number of those orders include the requirement of GPS electronic monitoring, which often requires staff to install devices at various courts and the jail.

We continue to see a trend and change in the type of individuals referred to our Department to monitor and supervise. Many of these individuals committed serious offenses such as firearm possession and/or use and would likely have been incarcerated in the past. As such, the Probation Department allocated resources and staffing to supervise and monitor these high-risk offenders at an increased level.