

LEGAL
15-00-00

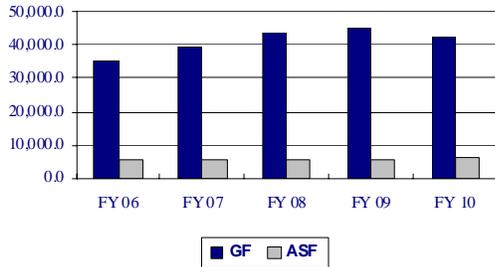
Legal

Office of Attorney General

Public Defender

Board of Parole

Five-Year Appropriation History



FUNDING

	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 GOV. REC.
GF	43,770.7	42,657.4	41,362.8
ASF	4,778.7	6,134.9	9,352.5
TOTAL	48,549.4	48,792.3	50,715.3

POSITIONS

	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 GOV. REC.
GF	452.0	446.5	433.1
ASF	60.9	67.4	73.8
NSF	53.2	52.2	53.2
TOTAL	566.1	566.1	560.1

Board of Parole

- ◆ Recommend (\$29.5) in Contractual Services to reflect a reduction in operating expenditures.

FY 2011 BUDGET HIGHLIGHTS

OPERATING BUDGET:

Attorney General

- ◆ Recommend \$3,113.0 ASF and 8.0 ASF FTEs in Office of the Attorney General to transfer the Victim's Compensation Assistance Program from Judicial.
- ◆ Recommend (\$1,416.6) in Contractual Services to reflect the elimination of pass through programs in the Operating Bill.

Public Defender

- ◆ Recommend (4.0) FTEs and 4.0 NSF FTEs to switch fund positions to federal funds.
- ◆ Recommend (\$10.6) in Contractual Services to reflect reduction in operating expenditures.

LEGAL

15-00-00

OFFICE OF ATTORNEY GENERAL

15-01-01

MISSION

To fairly and effectively prosecute violations of the criminal law; provide timely and accurate legal services to state agencies, officials and instrumentalities; educate and protect the public against fraud and deceptive trade practices; and respond to situations that compromise the welfare of families and Delaware's most vulnerable residents.

KEY OBJECTIVES

- Ensure all criminal matters are fairly and efficiently resolved in a manner that safeguards the constitutional rights of the defendants and human rights of the victims.
- Provide timely and accurate information to victims and witnesses regarding the criminal cases that involve them.
- Defend convictions and sentences against post-conviction challenges, whether by way of appeal or collateral challenge.
- Initiate comprehensive enforcement of the Delaware Nuisance Abatement Act to revitalize properties throughout the state, which are havens for drug and vice activities.
- Enforce laws pertaining to youth access to tobacco products and monitor the Master Settlement Agreement to maximize revenues.
- Provide public accessibility to government documents and meetings under the Delaware Freedom of Information Act (FOIA).
- Protect the interest of abused, neglected and dependent children and enhance legal services provided to the Division of Family Services through prosecution of criminal cases and effective enforcement of civil proceedings to determine permanency.
- Execute the Attorney General's priorities through comprehensive planning, programming and budgeting and ensure the appropriate distribution of resources.
- Prosecute health care providers that have defrauded or attempted to defraud the Delaware Medicaid program and recover damages for the program.

- Investigate possible violations of consumer protection laws and aggressively enforce consumer protection laws through cease and desist consent agreements or filing of civil law enforcement actions.
- Ensure registered financial professionals comply with the Delaware Securities Act.
- Work with police-based advocates to provide effective outreach and education to victims who might benefit from Victims' Compensation Assistance program (VCAP).
- Process all claims submitted to VCAP for a hearing within 30 days of receipt and provide assistance to as many innocent victims of violent crime as annual revenue intake allows.

BACKGROUND AND ACCOMPLISHMENTS

The Office of Attorney General is organized into five divisions: Criminal, Civil, Family, Fraud and Consumer Protection and Administrative. All divisions are directed by the Attorney General who serves as the chief law enforcement officer of the State. The Attorney General supervises and directs the overall administration of the department and is assisted by a Chief Deputy Attorney General and Chief of Staff.

Criminal Division

The Criminal Division works to protect all residents of Delaware by prosecuting violations of criminal and motor vehicle laws, provide counseling, support referral, notification and information services to victims and witnesses of crime and provide legal assistance and training to other law enforcement agencies.

The Child Predator unit works closely with the Delaware State Police and other local, state and federal agencies through the Delaware Child Predator Task Force with the goals of prevention, apprehension, investigation, prosecution and securing public safety.

In an effort to reduce violent crime, deputies take in the gun cases, and the department continues to participate in Operation FedUp prosecutions. To date, four cross-designated deputies have prosecuted gun cases in federal court. The vast majority of gun cases continue to be prosecuted in state court. In an effort to improve the prosecution of violent crimes in New Castle County, the division hired four criminal investigators to assist deputies with investigations and pre-trial preparation. Two of the four investigators and one administrative specialist are funded through the Criminal Justice Council (CJC) Community Prosecution grant. These resources have improved the quality of prosecutions, which resulted in better plea and trial results.

LEGAL

15-00-00

Civil Division

The Civil Division provides cost-effective legal services to state agencies and departments to enable them to serve the public interest.

The division is responsible for providing legal services to the Governor and General Assembly, as well as to officers, departments, boards, agencies, commissions and instrumentalities of state government. The division also provides formal and informal opinions of the attorney general, represents the State's interest in civil litigation, conducts administrative prosecutions, acts as counsel to administrative bodies, provides representation to the public in certain labor matters and provides legislative drafting and review services for members of the General Assembly and state agencies.

The Delaware Drug Nuisance and Social Vices Abatement Act authorizes the Department of Justice (DOJ) to restrict or seize real properties that experience recurring criminal activity. In conjunction with the community prosecution initiative, the nuisance abatement project potentially serves as a critical deterrent to criminal activity.

There are over 250 target locations identified for investigation. Many legislators and police agencies have approached the division for assistance. Recently, the division has been successful in litigating these cases in the courts.

Family Division

The Family Division aggressively protects Delaware's families by enforcing child support obligations and neglect cases; prosecuting delinquency, truancy, domestic violence and child abuse crimes; ensuring compliance with federal and state safe family laws; reviewing and implementing federal and state child support laws; and prosecuting those who have committed crimes against seniors.

The division consists of four units: Juvenile Delinquency and Truancy, Domestic Violence and Child Abuse, Child Protection and Child Support. Since its inception, the division has responded to significant external factors that affect workload, such as the change in the protection from abuse statute that extends protection past the traditional nuclear family. Historically during difficult economic times, child abuse, neglect and domestic violence rise as a result of stress on the family.

Fraud and Consumer Protection Division

The Fraud and Consumer Division protects residents from fraud in its various forms. It protects consumers from fraudulent, unfair and deceptive trade practices. It

enforces laws against Medicaid fraud by healthcare providers and nursing homes, including enforcement of the laws prohibiting abuse, neglect, mistreatment and the financial exploitation of senior citizens. It prosecutes violations of the Delaware Securities Act. It also prosecutes cases involving public corruption. Overall, it strives to provide Delawareans with the advantages associated with competitive free-market environment with sufficient regulation and oversight to prevent abuse, particularly of the most vulnerable.

The division provides invaluable services to the public through law enforcement, comprehensive investigatory practices, aggressive prosecution and a strong emphasis on community education to ensure residents are aware of their rights and understand protections under the relevant laws.

Administrative Division

The Administrative Division provides customer-oriented operational support to DOJ employees. The division manages fiscal discipline, human resources, information systems, purchasing and supply, facilities, extraditions, public information, legislative and external affairs and oversees the immigration and naturalization-related services provided to Delaware residents.

In Fiscal Year 2009, the division conducted Internet Safety Presentations, teaching children about the dangers they face online, at 11 middle schools reaching 5,800 students. During the summer months, the division conducted a total of five presentations at the Boys and Girls Club and Delaware State Police Camp in Sussex County.

Victims' Compensation Assistance Program

VCAP provides compensation to victims of violent crimes and assistance to their families for crime-related expenses.

The Victim Compensation Fund was established by the General Assembly in 1974 to provide a means of meeting the additional hardships imposed upon the innocent victims of certain crimes by indemnifying those persons for enumerated losses sustained as a result of those crimes.

The program aims to alleviate some of the financial burden of crime victimization by providing compensation for certain pecuniary losses. Compensation is available for payment of medical and dental expenses, psychiatric care, mental health counseling, prescription medication and eyeglasses, prosthesis, certain out-of-pocket costs, loss of earnings, funeral/burial costs, loss of support, temporary housing and moving or relocation costs. Secondary victims,

LEGAL 15-00-00

including the parent(s), spouse, son(s), daughter(s), brother(s) or sister(s) of the primary victim, are eligible for payment of mental health counseling treatment for crime-related issues.

Recipients of VCAP awards must meet certain eligibility factors. Requirements include:

- The crime must be reported to law enforcement authorities within 72 hours of occurrence;
- The claim for victim compensation must be filed within one year of the crime's occurrence;
- Injuries sustained from the crime cannot be based on criminally injurious conduct;
- The victim must cooperate with law enforcement authorities in the apprehension and prosecution of the assailant(s) if their identity is known; and
- The claimant must cooperate with VCAP in its investigation to validate a claim for compensation.

The agency is funded by appropriated special funds derived from an 18 percent surcharge levied on all criminal offenses, including moving motor vehicle violations. The surcharge is collected by the courts and turned over to the State Treasurer for deposit into the Victim Compensation Fund. The fund is also replenished through restitution, probation interest, subrogation reimbursements, other miscellaneous revenue and a federal grant. The federal grant can equal up to 60 percent of the amount paid out to crime victims from state funds during the previous federal fiscal year.

Established in May 1995, the Forensic Sexual Assault program pays for forensic medical examinations that could be used in prosecuting an offender. Defendants convicted of these sexual offenses are required to pay a special assessment to VCAP. Since July 1998, the Child Counseling and Assessment program (CCAP) has provided benefits for psychological assessments and short-term counseling for children who have been victimized in the State of Delaware and have not reached their 18th birthday as of the date of the crime.

VCAP will continue to work with police-based advocates and interested agencies and organizations to provide more public education and outreach about the services of VCAP.

FUNDING

	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 GOV. REC.
GF	28,883.8	27,549.8	26,238.8
ASF	4,778.7	6,134.9	9,352.5
TOTAL	33,662.5	33,684.7	35,591.3

POSITIONS

	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 GOV. REC.
GF	300.0	295.5	291.1
ASF	60.9	67.4	73.8
NSF	48.2	48.2	48.2
TOTAL	409.1	411.1	413.1

ACTIVITIES

- Prosecute violations of Delaware criminal law.
- Provide legal services to state agencies, officials and instrumentalities.
- Protect the public against consumer and government fraud.
- Disseminate information and provide services to victims of crime.
- Counsel and advise victims of domestic violence and sexual assault.
- Respond to community leaders, legislators and police agencies with community prosecution and crime deterrent initiatives and enforce the Nuisance Abatement Act for drug and social vices.
- Undertake drug asset forfeitures.
- Extradite prisoners and process gun permits.
- Investigate allegations of police and other official misconduct.
- Develop legislative initiatives pertaining to criminal and civil justice matters.
- Administer budgeting, payroll, clerical, technological and personnel components of the department.
- Intake, screen and refer consumer complaints.
- Counsel clients regarding immigration and naturalization matters.
- Draft legal opinions and reports, including advice concerning compliance with FOIA.
- Expedite processing of claims and payment of approved claims.
- Increase public outreach initiatives, so all crime victims have a general knowledge of the functions and benefits provided by the VCAP.

LEGAL
15-00-00

PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Budget	FY 2011 Gov. Rec.
# of average Superior Court filings per prosecutor	193	212	199
# of average Court of Common Pleas filings per prosecutor	4,200	4,200	4,076
# of average Family Division filings per prosecutor	725	775	790
# of average Civil Division cases per attorney	30	30	30
% of Delaware Supreme Court appeals with State's brief filed within 60 days	97	100	100

PUBLIC DEFENDER
15-02-01

MISSION

29 Del. C. c. 46 creates the Office of the Public Defender to preserve the constitutional rights of indigent defendants through the assistance of counsel in criminal cases at every stage of the adjudication process. In addition, case law has established that the Public Defender, as an officer of the court, has the professional duty to assist the court in every reasonable way in the improvement of justice.

KEY OBJECTIVES

The Public Defender's Office's (PDO) primary goal is to provide effective assistance of counsel to its clients while responsibly using the agency's resources. In an effort to achieve its primary goal, PDO identified the following key objectives:

- Reduce attorney caseloads to align them better with national standards established by the American Bar Association (ABA);
- Require psycho-forensic evaluators (PFE) to produce a minimum of 60 court plans each year;
- Conduct intake interviews with incarcerated individuals within 24 hours of incarceration and make attorney assignments within one day thereafter;
- Make full use of Judicial Information Center (JIC) and Delaware Justice Information System (DELJIS) to open client files; and
- Require attorneys to contact incarcerated clients in person or by videophone to prepare their defense.

BACKGROUND AND ACCOMPLISHMENTS

The agency enjoys an outstanding national reputation as reflected by the Public Defender's receipt of the ABA 2006 Dorsey Award, the National Legal Aid and Defender Association's 2006 Reginald Heber Smith Award and the International Association of Forensic Nurses 2005 Vision Award.

The Dorsey Award, which honors an outstanding public defender or legal aid lawyer, recognizes the extraordinary achievements of public defenders or legal aid lawyers and informs the general public about the outstanding work performed and the positive impact made by our nation's public lawyers.

LEGAL 15-00-00

The Reginald Heber Smith Award celebrates the outstanding achievements and dedicated services of an attorney for contributions made while employed by an organization providing civil legal or indigent defense services. It is one of the highest national awards a public defender can receive.

The Office of the Public Defender is directed by the Public Defender. It is currently organized into three sections: Legal, Administrative and Technology Services.

Legal Services

The Legal Services section provides legal representation to indigents accused of crime through all stages of criminal proceedings, including representation at the pre-trial, trial and post-conviction stages of the adjudication process. Legal services are provided statewide in the Supreme Court, Superior Court, Court of Common Pleas and Family Court. The office also provides services to clients in Newark Alderman's Court, Justice of the Peace Court 20 and Board of Parole. Public Defender attorneys provided legal representation in approximately 49,000 matters in Fiscal Year 2009.

Investigators assist staff attorneys by conducting initial interviews with defendants to determine indigency based on financial resources and report clients' accounts of events leading to arrest. They also gather facts about the alleged offense(s) and incorporate these facts into written reports for reference by staff attorneys. The investigators interview witnesses; serve subpoenas; collect, preserve and evaluate evidence; and conduct surveillance.

PFEs aid staff attorneys in their representation of clients and conduct psychological assessments of defendants upon referrals by assistant public defenders. The PFEs provide written reports, including information obtained from client interviews and tests. These reports help attorneys assess a client's legal competence and make recommendations for bail, pre-trial intervention and sentencing alternatives. PFEs assist attorneys in the hiring, communication and presentation of expert witnesses.

Mitigation specialists perform all PFE functions in death penalty cases. They also assist attorneys in the development and presentation of mitigation evidence in death penalty cases.

Paralegals assist with case management, document preparation, client and court communication, legal research and attorney scheduling. Other support staff open and assign client files to attorneys and make necessary entries in the JIC, DELJIS and Public Defender database systems.

The Public Defender chairs the videophone sub-committee of the CJC. The videophone sub-committee has authority over a statewide system of videophones located at 104 sites. The Public Defender and his employees provide oversight and maintenance at all of the 104 sites. The Public Defender assigns attorneys to videophone locations at Delores J. Baylor Correctional Institution, James T. Vaughn Correctional Center, Howard R. Young Correctional Institution, Sussex Correctional Institution and New Castle County Detention Center.

Administrative Services

The Administrative Services section contains executive and administrative support staff. The executive staff establishes and enforces policies and goals and is responsible for daily administration, assigning cases, supervising personnel and drafting programs. The administrative support staff maintains office inventory; maintains and processes financial and personnel transactions; and prepares federal and state reports.

Technology Services

The Technology Services section develops, implements and maintains all aspects of computer technology, which includes the statewide CJC videophone system.

The Office of the Public Defender will continue its ongoing efforts to develop an integrated statewide case tracking system. The office will continue to work closely and share relevant computer information with other components of the criminal justice system. The development of an integrated statewide case tracking system will enable all criminal justice components to track cases through the system from issuance and execution of the warrant to release from supervision by the Department of Correction (DOC).

	FUNDING		
	FY 2009	FY 2010	FY 2011
	ACTUAL	BUDGET	GOV. REC.
GF	14,366.6	14,578.8	14,622.8
ASF	--	--	--
TOTAL	14,366.6	14,578.8	14,622.8

	POSITIONS		
	FY 2009	FY 2010	FY 2011
	ACTUAL	BUDGET	GOV. REC.
GF	145.0	145.0	136.0
ASF	--	--	--
NSF	5.0	4.0	5.0
TOTAL	150.0	149.0	141.0

LEGAL

15-00-00

ACTIVITIES

The Office of the Public Defender is responsible for representing each indigent person accused of a crime in Delaware from the inception of a case through its conclusion. To meet this responsibility, attorneys and support staff perform the following activities:

- Conduct eligibility screening and preliminary factual investigation interviews for incarcerated and non-incarcerated individuals and make appropriate referrals to PFEs;
- Use JIC, DELJIS and in-house databases to open and close client files and make necessary entries in the systems;
- Conduct defense investigations of witnesses and/or crime scenes as requested by the assigned attorney;
- Develop client-specific plans for conditional pre-trial release and alternatives to incarceration and sentencing;
- Assist in case preparation by providing relevant background information on clients;
- Develop capital case mitigation evidence for every death penalty case;
- Provide referrals for forensic, psychological, medical or psychiatric examinations and for interpreters or other experts as needed;
- Provide in-house expert consulting services for cases involving forensic issues, autopsy reports, sexual assault reports, medical records and other scientific studies;
- Prepare felony and misdemeanor cases for trial, sentencing, post-conviction motions and appeals;
- Handle appeals for indigent clients represented by the Public Defender and for those formerly represented by a private attorney at trial who have become indigent as a result of incarceration;
- Manage and maintain the day-to-day information resources of the agency, which includes over 150 computers through network administration, hardware and software support, mainframe systems, video conferencing, programming and computer training;
- Manage and maintain the statewide videophone system;
- Provide fiscal management of resources including budgeting, recordkeeping, financial reporting, financial transactions, auditing and payroll; and
- Provide supervision of staff, assign cases, coordinate caseloads with court schedules and maintain personnel records.

PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Budget	FY 2011 Gov. Rec.
# of appeals closed statewide	91	91	91
Average caseload per attorney, per year:			
- Superior Court	383	397	397
- Court of Common Pleas	1,402	1,296	1,296
- Family Court	454	492	492
- JP Court 20	1,297	1,297	1,297
# of plans produced per PFE	72	72	72
# of days from imprisonment to intake interview for incarcerated clients	3.6	1.0	1.0
# of days from interview to date client file is opened	0.8	1.0	1.0

Attorney caseloads consist of cases closed during the fiscal year, violations of probation (VOP), amenability hearings, preliminary hearings and capias hearings. Closed cases include trials, pleas, nolle prosequis, dismissals, diversions, probation before judgment, inactive capiases and mediated cases.

LEGAL

15-00-00

BOARD OF PAROLE

15-03-01

MISSION

To protect the public by conducting informed hearings to make fair and equitable decisions for the controlled release of offenders and make credible recommendations to the courts and the Board of Pardons.

KEY OBJECTIVES

- Select individuals for transition from prison who will succeed as law-abiding citizens;
- Notify 100 percent of crime victims and the public, as required by statute, of hearings at least 30 days prior to the hearing and of decisions within 10 days of decision;
- Hold a number of hearings each fiscal year that satisfy statutory requirements, using information systems technology to improve the process;
- Ensure all board members and staff are granted at least one training opportunity each fiscal year to improve skills needed to meet the mission; and
- Respond to 100 percent of public information requests within five working days of receipt and maintain a website that provides information that will outline the commitment to public safety.

BACKGROUND AND ACCOMPLISHMENTS

The Board of Parole is an independent agency within the executive branch of state government with the chairperson serving as the agency director. Field supervision is conducted by DOC, Bureau of Community Corrections.

Under current law, the Board of Parole consists of five members - one from each county, one from the City of Wilmington and a chairperson. The Board of Parole conducts hearings, makes release and revocation decisions and provides sentence commutation and modification recommendations to the Board of Pardons and the courts. The Board of Parole also issues warrants and orders, prepares reports for the courts and the Board of Pardons and decides supervision level changes and early discharges from supervision.

With the exception of those offenders serving less than one year and sentences specifically excluded from parole consideration by statute, persons committed to DOC's custody for crimes committed prior to June 30, 1990 are

eligible for release on parole. As of June 30, 2009, DOC reported there were 270 parole-eligible inmates remaining in prison. An additional 231 offenders were under parole supervision in the community. An unknown number of offenders released from prison upon reaching their good-time release date are subject to return before the board for violation of the conditions of their release. For Fiscal Year 2009, only two parolees (less than 0.03 percent of parolees in the community) were returned to prison following a hearing by the board for violation of parole.

Under the Truth-in-Sentencing Act, parole was abolished for all offenses committed on or after June 30, 1990. Upon receipt of an application for sentence modification from DOC, which shows good cause and certifies the offender does not pose a substantial risk to the public, the board shall hold a hearing to provide the sentencing judge with a recommendation for a sentence modification. During Fiscal Year 2009, the board heard 72 cases for parole consideration and 15 cases for sentence modification.

Under Delaware law, the board also serves as a review for the Board of Pardons when it seeks advice as to the state of rehabilitation of an individual who has applied for a commutation. Thirty-one commutation cases were heard by the Board of Parole during Fiscal Year 2009.

Public Safety

During Fiscal Year 2009, 72 risk assessments were completed on 100 percent of cases considered for parole release; 25 warrants were issued for bringing offenders back into custody; and 100 percent of the warrants were issued within five days of request.

Pursuant to 11 Del. C. § 4348, the board has jurisdiction over persons upon their conditional release and shall maintain said jurisdiction until the maximum term. As a result, the board conducted status hearings for 107 offenders who were scheduled to be released on their good time within 18 months and had been identified by the board as high-risk offenders. The purpose of the status hearing is to evaluate the individual being released and make recommendations to ensure his/her last months of incarceration can be used to better prepare them for transition back into society. Recommendations for the appropriate release of 98 percent of those offenders have been forwarded to DOC for consideration.

Pursuant to 11 Del. C. § 4121, community notification of sex offenders on probation, parole, conditional release or release from confinement, and 11 Del. C. § 4122, transition provisions, the board held 12 hearings to review the requests of individuals challenging the

LEGAL

15-00-00

statutory sex offender tier designation under the above referenced titles in Fiscal Year 2009.

Victims/Public Input

Pursuant to 11 Del. C. § 9416, Victims' Bill of Rights, the board must inform the victim in writing of his/her right to address the board in writing or in person and the decision. Pursuant to 11 Del. C. § 4347, the board shall notify victims and issue public notices of hearings at least 30 days prior to scheduled parole hearings for inmates convicted of a felony offense. The board must provide public notice of decisions within 10 days of a decision resulting in parole for the same offender. The board also arranges for victim input hearings. In Fiscal Year 2009, 34 victims appeared before the board. In addition, four victims provided written statements, and 16 victims provided statements through telephone interviews. A total of 134 pre-hearing and 109 post-hearing notifications were sent to victims during this period.

Efficiency

Computer system enhancements have improved the board's response time for completing various operational tasks. Planned improvements include increased automation, continued standardization of the processes and system upgrades and a paperless hearing process.

Training and Development

All board members and staff participated in professional training programs during Fiscal Year 2009.

Public Information

During Fiscal Year 2009, the board, with the assistance of the Department of Technology and Information, maintained a standardized website. The website provides public access to information on the role and function of the board.

FUNDING

	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 GOV. REC.
GF	520.3	528.8	501.2
ASF	--	--	--
TOTAL	520.3	528.8	501.2

POSITIONS

	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 GOV. REC.
GF	7.0	6.0	6.0
ASF	--	--	--
NSF	--	--	--
TOTAL	7.0	6.0	6.0

ACTIVITIES

- Conduct risk assessments employing risk-related guidelines when considering offenders for release from prison into the community.
- Request specialized evaluations, including psychosexual and Abel assessments, extensive mental health evaluations and psycho-forensic reports on offenders identified as high risk.
- Issue warrants for the arrest and detention of any paroled or mandatory-released offender who presents a risk to the public.
- Track information with respect to an offender's return to the community and successful discharge.
- Provide public notice announcements to newspapers and victims written notification of an offender's hearing date and the decision resulting from that hearing.
- Review information-tracking systems.
- Identify appropriate training and development opportunities for staff and board members.
- Respond to all requests for information on Board of Parole functions and activities.

PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Budget	FY 2011 Gov. Rec.
% of warrants issued within 5 days of request	100	100	100
# of victim notifications/decisions sent	441	500	500
# of community outreach activities	50	80	80
% of eligible applicants heard within three months	98	100	100
# of actions processed	1,273	1,500	1,500
# of psychosexual/mental health evaluations conducted on offenders identified as high risk	10	40	40