

# The Maryland Parole Commission

## Fiscal Year 2014 Annual Report

MARTIN O'MALLEY  
GOVERNOR

ANTHONY G. BROWN  
LIEUTENANT GOVERNOR

CARROLL A. PARRISH  
ACTING SECRETARY

DAVID R. BLUMBERG  
CHAIRMAN

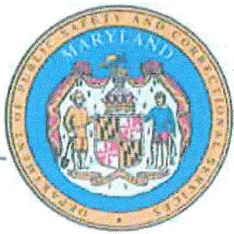
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Letter to the Secretary

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## Department of Public Safety and Correctional Services

### Office of the Secretary

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January 15, 2015

STATE OF MARYLAND

MARTIN O'MALLEY  
GOVERNOR

ANTHONY G. BROWN  
LT. GOVERNOR

CARROLL A. PARRISH  
ACTING SECRETARY

PATRICIA DONOVAN  
DEPUTY SECRETARY  
ADMINISTRATION

WAYNE WEBB  
ACTING DEPUTY  
SECRETARY  
OPERATIONS

DAVID N. BEZANSON  
ASSISTANT SECRETARY  
CAPITAL PROGRAMS

FRANK BISHOP  
ACTING DIRECTOR  
NORTHERN REGION

WENDELL M. FRANCE  
DIRECTOR  
CENTRAL REGION

DAYENA CORCORAN  
ACTING DIRECTOR  
SOUTHERN REGION

PATUXENT INSTITUTION

MARYLAND COMMISSION  
ON CORRECTIONAL  
STANDARDS

CORRECTIONAL TRAINING  
COMMISSION

MARYLAND PAROLE  
COMMISSION

CRIMINAL INJURIES  
COMPENSATION BOARD

EMERGENCY NUMBER  
SYSTEMS BOARD

SUNDRY CLAIMS BOARD  
INMATE GRIEVANCE OFFICE

The Honorable Martin O'Malley  
Governor of the State of Maryland  
100 State Circle  
Annapolis, Maryland 21401

Dear Governor O'Malley:

Enclosed is a summary of the activities of the Maryland Parole Commission for Fiscal Year 2014.

Despite the challenges with the new offender case management system and employee retention, the Commission was able to perform satisfactorily on its managing for results goals and objectives during this reporting period.

The Parole Commission is a small agency with a huge responsibility to the Department as well as the citizens of the State of Maryland. With that in mind, the Commission continues to use evidenced based practices to assist in the decision making process on parole and revocation decisions.

Thank you for your continuous support of this agency and its endeavors.

Sincerely,

Carroll A. Parrish,  
Acting Secretary



## Department of Public Safety and Correctional Services

### Maryland Parole Commission

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January 15, 2015

STATE OF MARYLAND

MARYLAND PAROLE  
COMMISSION

MARTIN O'MALLEY  
GOVERNOR

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LT. GOVERNOR

CARROLL A. PARRISH  
ACTING SECRETARY

DAVID R. BLUMBERG  
CHAIRMAN

The Honorable Carroll A. Parrish  
Maryland Department of Public Safety and  
Correctional Services  
300 Joppa Road, Suite 1000  
Towson, Maryland 21286

Dear Secretary Parrish:

Outlined below is a summary of some of the Commission's productivity for Fiscal Year 2014:

For this reporting period, the Commission:

- Conducted nearly 12,000 parole and revocation hearings on Division of Correction and Local Jail offenders;
- Conducted over 1,000 parole hearings with Local Jail offenders via video conferencing;
- Released over 3,200 offenders from the Division of Correction and Local Jails;
- Processed over 50% of the retake warrants within 3 business days or less; and
- Rendered a decision within the guidelines of the technical violation matrix in 93% of the revocation hearing decisions when there were no pending charges.

The Commission takes great pride in being an integral part of the department and appreciates the continuous support from your administration.

Sincerely,

David R. Blumberg  
Chairman

# Summary

- 07-17-13 Chief Administrator Tanya Smith conducted training with the Attorney General's office on the MPC module of OCMS;
- 07-18-13 Chairman Blumberg met with the Director and Deputy Director of the Division of Parole and Probation (DPP) to discuss supervision reports received from DPP agents;
- 08-12-13 Commissioner Simpson conducted training at the American Correctional Association (ACA) annual conference held at the District of Columbia National Harbor;
- 08-22-13 Commissioner Simpson was the keynote speaker at the Public Safety Compact Graduation;
- 08-29-13 Secretary Maynard, Chairman Blumberg, and Tanya Smith met with Safe and Sound Executive staff to discuss the possibility of expanding the Public Safety Compact Program;
- 09-23-13 Chairman Blumberg met with the Circuit Court clerks in reference to obtaining State's versions;
- 10-23-13 Talbot County Circuit Court Judge Broughton Earnest and Talbot County Detention Center Director Doug Devenyns spoke with the Commission regarding a new initiative entitled "Problem Solving Court;"
- 01-29-14 Jeff Zuback, Director of the Maryland Statistical Analysis Center in the Governor's Office of Crime Control and Prevention attended the Commission meeting and presented the Evaluation of the Maryland Violence Prevention Initiative (VPI);
- 02-12-14 Commissioner Sullivan attended a 3-day seminar in Houston, Texas on mental health treatment for offenders;
- 02-20-14 Commissioner Reynolds was the keynote speaker at the Public Safety Compact Graduation; Chairman Blumberg, Commissioner Simpson and Administrator Tanya Smith were in attendance;
- 02-20-14 Program Manager Ruth Ogle testified in Annapolis in reference to House Bill 1174;
- 03-24-14 Commissioner Sullivan attended the National Institute of Corrections training for newly appointed commissioners; and
- 05-18-14 Chairman Blumberg attended the annual APAI conference in Denver Colorado and was recognized for being the longest serving Chairman of the Maryland Parole Commission.

# Overview

The Maryland Parole Commission is responsible for conducting parole grant hearings on those offenders sentenced to parole eligible offenses of 6 months or more at any Division of Correction Facility, Local Detention Center, and those serving their Maryland sentence in another state.

The Commission is also responsible for conducting revocation hearings on those offenders under supervision that have allegedly violated the conditions of their parole or mandatory release.

The agency is comprised of 13 operational units with each having a specific function.

- Administration is responsible for overseeing the day to day operations and ensuring that the agency is operating efficiently and effectively in accordance with the organizational goals and objectives.
- Commissioners are responsible for conducting face to face parole hearings on cases where there is a loss of life, public safety compact cases, open parole hearings, and parole in absentia cases. They are also responsible for issuing retake warrants, subpoenas, and reviewing parole recommendations from hearing officers.
- Hearing officers are responsible for conducting face to face parole hearings on those offenders serving parole eligible sentences of six months or more at DOC and Local Detention Centers. They are also responsible for conducting preliminary hearings with alleged parole violators returned to custody on the basis of a retake warrant, reviewing case plans received from DOC prior to an inmate's parole hearing, and conducting administrative reviews to ensure that inmates serving longer sentences are prepared for their parole hearing upon eligibility.

- The Records Unit is responsible for maintaining the parole files for inmates currently incarcerated, those under supervision, and those that currently have outstanding warrants. Parole files are maintained in the Records Unit retention section for 5 years after expiration of the sentence.
- The Parole Services Unit is responsible for initiating the parole process by reviewing commitments and scheduling all parole grant hearings for Division of Correction, Local Detention Center, and Parole in Absentia cases in accordance with the inmate's parole eligibility date.
- The Victim Services Unit (VSU) is responsible for notifying victims and/or representatives of an inmate's parole status for the duration of the term of confinement. For those that have allegedly violated the conditions of their supervision; the VSU will notify the victim (s) or representative(s) if a warrant has been requested.
- The Institutional Parole Associates Unit (IPA) act as liaisons between the Commission and DOC. Each region has as an IPA unit assigned to provide assistance to that area. They are responsible for handling parole releases, conducting file review with inmates, serving parole and/or revocation decisions (when necessary), and providing assistance to the attendees at open parole hearings.
- The Release Unit is responsible for the preparation of release orders for those approved for parole. They have to ensure that all pre-parole release contingencies have been met, the home plan has been approved, victim notification has been completed (if applicable), a bed has been reserved for those being released to transitional homes (if applicable), and the inmate has not incurred any disciplinary violations.

- The Warrant Unit is responsible for preparing retake warrants and/or subpoenas upon request from the Division of Parole and Probation (DPP) for those offenders that have allegedly violated the conditions of their supervision. This unit must also ensure that the NCIC process is completed for those offenders that are not in custody.
- The Revocation Unit is responsible for scheduling revocation, subpoena, and preliminary hearings for those offenders that have allegedly violated the conditions of their parole or mandatory supervision release.
- The Decision Unit and Secretarial Unit were merged into one unit in July 2013 and is now identified as the Secretarial Unit. This unit is the hub for all incoming parole and revocation files after hearings have been conducted. All files received must be reviewed for completeness and forwarded to the appropriate unit for processing.
- The Pardon/Executive Clemency Unit is responsible for handling Governor related functions to include inmates serving life sentences that are eligible for parole consideration and those individuals seeking relief through the pardon process. This unit is also responsible for coordinating medical parole cases and commutation considerations.
- The Support Services Unit is responsible for handling timekeeping, inventory, fleet management, travel accommodations, purchases orders/requisitions, video conferencing equipment, and technology updates.



MARYLAND PAROLE COMMISSION  
EMPLOYEES

COMMISSIONERS

D. Blumberg  
J. Clay  
D. Hill  
M. Meehan  
C. Reynolds  
E. H. Schafer  
P. Sfikas  
W. Simpson  
S. Sullivan  
F. Weathersbee

ADMINISTRATION

M. Cox  
R. Ogle  
T. Matthews  
T. Smith

HEARING OFFICERS

L. Brown  
M. Collins  
L. Dymowski  
A. Gonzales  
R. Hamlet  
D. Law  
A. Lunn  
C. Neverdon  
J. Nicholson  
M. Wells  
R. Williams

INSTITUTIONAL PAROLE ASSOCIATES

A. Landon  
S. Leasure  
S. Michael  
M. Rhoney  
C. Roseman  
J. Sivels  
M. Turner  
S. Wigfield  
A. Wilson  
A. Winfield

PAROLE SCHEDULING UNIT

G. Barber  
M. Carter  
E. Erwin  
C. Savoy  
K. Stevens  
B. Thomas

POST RELEASE UNIT

E. Boyd  
S. Figueroa  
D. Henry  
A. Holland  
U. Johnson  
S. Jones  
E. Kramer  
K. Paul  
B. Witherspoon

RECORDS UNIT

J. Davis  
C. Johnson  
L. Jones  
G. Williams

RELEASE UNIT

M. Brown  
K. Freamon  
D. Hampton  
T. Saylor

SECRETARIAL UNIT

R. Ballard  
B. Clark  
A. Davenport  
L. Dodge  
L. Stokes

SUPPORT SERVICES

L. Hahn

VICTIM SERVICES UNIT

E. Hines  
L. Johnson  
L. Thomas

# Output of Commission Units

## Hearings Conducted

Parole	8,103
Revocation	3,712
Total hearings	11,815

## Local Detention Centers

### Hearings Conducted

On Site	1,050
Video	678
Total hearings	1,728

## Parole Releases

DOC	2,432
Local Detention Centers	769
Total releases	3,201

## Retake Warrants

Sex offender	372
Violence Prevention Unit (VPU)	1,095
War Room	138
Watch Center	62
Total specialized	1,667
Total non-specialized	1,844
Total Warrants	3,511

## Pardons

Granted by Governor	43
Denied	290
Total	333

## Other Information

Incoming correspondence	30,132
Incoming phone calls	22,005
Informational reports from DPP	7,293
Victim Notifications	1,297
Office Appointments	180
Medical paroles	13

## DEFINITIONS

- Administrative Reviews are not face-to-face hearings but rather “paper” reviews of offender files at the Commission office. These reviews are conducted at five-year intervals until an offender reaches parole eligibility and ensures that all essential documents and institutional adjustment summaries necessary for a parole hearing are obtained and placed in a case file.
- Commission Cases are heard by a panel of two Commissioners and include cases with a loss of life, life sentences, or life sentences with all but a fixed number of years suspended, and open parole hearings.
- Gubernatorial Commutation orders that the grantee shall suffer a lesser penalty for the offense than imposed by the court. The commutation of an offender’s sentence is normally considered by the Parole Commission only upon demonstration of extraordinary circumstances.
- Gubernatorial Pardon absolves the grantee of guilt for his criminal act(s), and exempts the grantee from the resulting penalties, such as loss of voting privileges. Criteria for pardon consideration are set by the Governor and normally require the passage of a substantial period of time following the end of incarceration or any form of supervision before a pardon will be entertained.
- Hearing Officer Cases are non-Commissioner cases heard by Hearing Officers who make recommendations reviewed by Commissioners. If the reviewing Commissioner agrees with the Hearing Officer’s recommendation, that recommendation becomes the Commission’s decision. An offender may appeal this decision to a panel of two Commissioners. In instances where the reviewing Commissioner does not adopt the Hearing Officer’s recommendation, an in-house appeal results and a panel of two Commissioners make a final decision that is not appealable by the offender.

## DEFINITIONS CONTINUED

- Interested Party is an individual who is not a “victim” but rather an individual who has “special interest” in the status of the offender as determined by the Commission’s Victim Services Coordinator.
- Liaison Agent/Waiver I (LA/W I) hearings are conducted by Commissioners on offenders who are “technical” violators and admit fault/guilt to the stated violations. These offenders waive the presence of an attorney or the agent of record in lieu of the liaison agent who testifies during the entire docket as to the facts of the case using information provided by the agent of record.
- Liaison Agent/Waiver II (LA/WII) hearings are also conducted by Commissioners under the same provisions as LA/W I, but the offender has been found guilty of a new offense(s) while under supervision.
- Mandatory Supervision Release is the release of an offender from the DPSCS due to diminution credits earned and awarded. The offenders are supervised by parole agents “as if on parole” and are subject to the jurisdiction of the Commission after release until the maximum expiration of their sentence. Any alleged violation of mandatory release supervision conditions may result in a revocation hearing.
- Open Parole Hearings are essentially the same as “regular” grant parole hearings except it has been opened to the public at the request of the victim or victim’s representative who is permitted to speak at this hearing. Individuals must make a request in writing to attend these proceedings and the Commission determines who may or may not attend. Open hearings are conducted by two Commissioners.

## DEFINITIONS CONTINUED

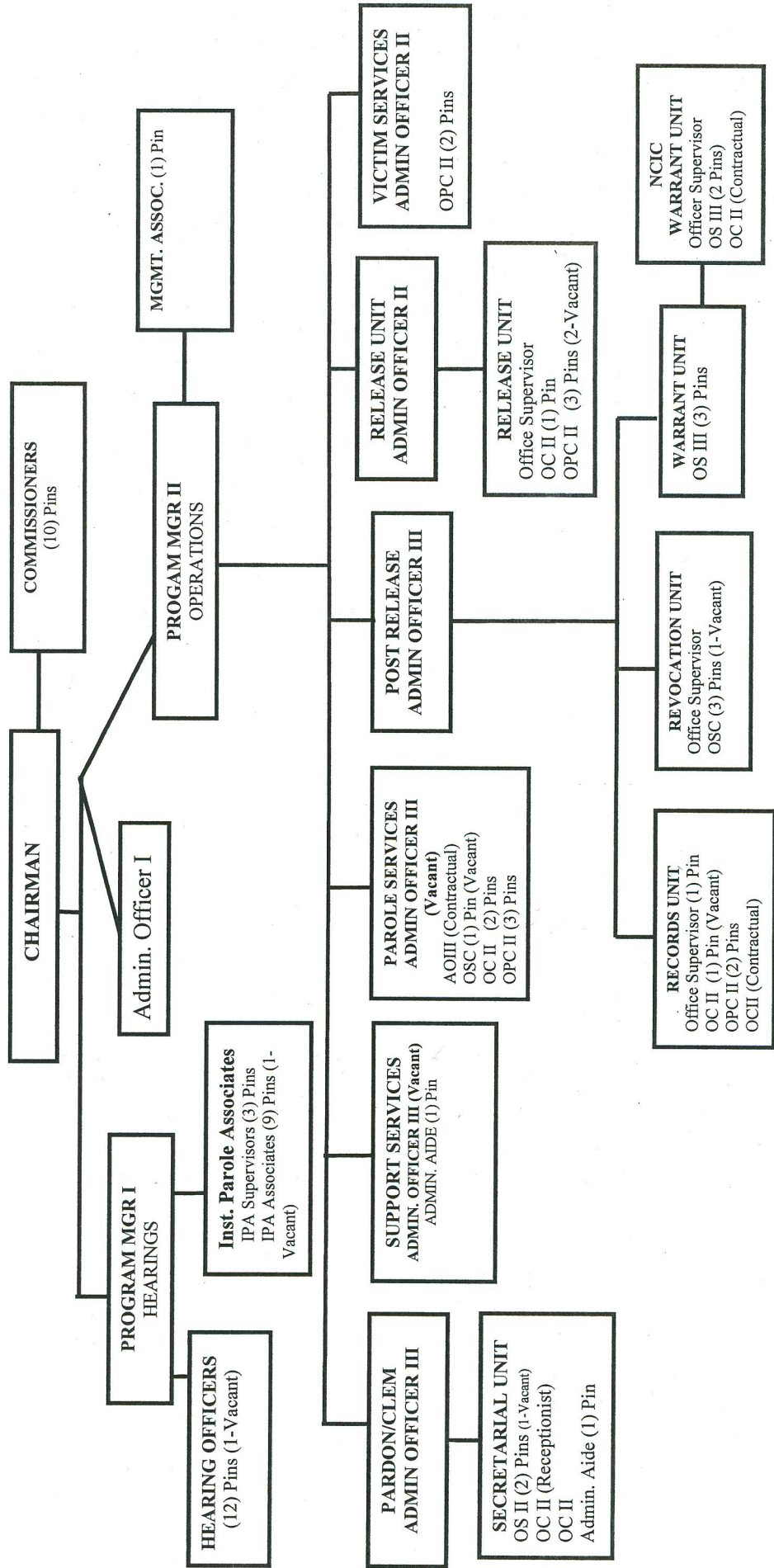
- Parole is the discretionary and conditional release of an offender into the community by the Commission to continue serving the term of confinement under the supervision of an agent of the DPSCS Community Supervision Unit until the expiration of the full, undiminished term. If any conditions of parole are violated, the offender is subject to revocation and re-incarceration.
- Parole Eligibility is determined by sentence length and the specific crime(s) for which the offender is incarcerated.
- Parole Grant Hearing is an interview with the offender conducted by a Commission panel or Hearing Officer to elicit information from and about the offender. This interview along with information contained in the parole file form the basis of the Commission's decision.
- Preliminary Revocation Hearings are held before a Hearing Officer who determines if probable cause exists with respect to the stated violations. If probable cause is found, the offender is scheduled for a revocation hearing before a Commissioner. Alleged violators may elect to have or waive a preliminary revocation hearing.
- Public Safety Compact Agreement (PSCA) is an agreement between the offender and the Commission in which the offender is granted discretionary parole with the stipulation that he/she will receive services through the compact provided to those returning to Baltimore City.
- Revocation Hearings are conducted by Commissioners on those offenders who allegedly have violated the conditions of parole or mandatory supervision and are returned to DPSCS custody or local detention centers.



## DEFINITIONS CONTINUED

- Special Conditions may be added to the standard rules of parole or mandatory supervision release. They generally include “no contact” orders with victims, substance abuse or mental health treatment, or any other condition that may positively impact the offender’s community adjustment.
- Victim is an individual who suffers personal harm or death as a direct result of a crime. If the victim is deceased, disabled, or a minor, a designated family member or person may represent the victim.

# MARYLAND PAROLE COMMISSION



*David R. Blumberg*  
David R. Blumberg

10/16/14  
Date

**BUDGET EXPENDITURES - FISCAL YEAR 2014**

<b>Category</b>	<b>Expenditure</b>	<b>%of Expenditure</b>
Communications	34,191.04	0.60%
Contractual Services	13,245.40	0.23%
Electricity	35,487.21	0.62%
Fleet Operations & Maintenance	9,626.94	0.17%
Replacement Equipment	757.90	0.01%
Supplies & Materials	32,720.43	0.57%
Travel	35,209.81	0.62%
New Equipment		0.00%
Salaries, Wages and Fringes Benefits	5,269,464.72	92.47%
Technical/Special Fees/Temp Staff	64,081.15	1.12%
Lease (Fixed Charges)	204,319.13	3.59%
	5,699,103.73	100.00%
<b>Total Expenditures</b>		<b>5,699,103.73</b>
<b>Less Salaries/Fees:</b>		<b>5,333,545.87</b>
		<b>365,557.86</b>
<b>Less Lease (Fixed Charges):</b>		<b>204,319.13</b>
<b>Controllable Expenditures:</b>		<b>161,238.73</b>
<b>%of Expenditures:</b>		<b>2.8%</b>

**The remaining 2.8% of the expenditures is depicted below:**

