



State of New Hampshire

ADULT PAROLE BOARD

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Governor

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Mission Statement:

The mission of the NH Adult Parole Board, consistent with due process, public safety, and rights of victims, is to grant the privilege of parole to offenders who, through supervision and rehabilitation, are transitioning into the community to become good citizens; and to revoke parole to those who do not obey the laws and rules.

The Parole Board is requesting an additional Corrections Counselor/Case Manager (CC/CM) position. Over the past several years, the duties assigned to the CC/CM for the Parole Board have grown extensively. The most recent update to the Supplemental Job Description (SJD) for the Parole Board CC/CM was made on 3/10/2020. Given the increased duties, the amount of time required to perform them, and the sheer volume of work associated with executing the Accountabilities, there is more than enough work to require a second CC/CM.

The NH Adult Parole Board Audit of 2019 demanded that the NH Adult Parole Board seek more information and records in order to compile complete parole packets for board members to utilize in their decision-making process. The preparation for the hearings falls directly on the CC/CM. The CC/CM must also spend one day per week inside the hearings room during regular parole hearings, making the record and the minutes just as a court clerk does in a courtroom. Thus, the CC/CM is only at their desk for four days per week.

The clerical work demanded of the CC/CM is overwhelming. The CC/CM can receive over 100 emails and phone calls per day while amassing information and deciphering it for the processing of residents granted and denied parole. The task of creating parole packets from CORIS is time consuming and not efficient due to the system's design. The workload has increased to the point where it is necessary to have two CC/CM's to accomplish the SJD's of CC/CM. Board members are barely receiving their packets on time in order to prepare for hearings and there is always a rush to process paperwork.

This is the type of work that should not be rushed, as terrible mistakes can be made that result in the release of a resident that should not be released, endangering the public, or keeping a resident beyond their release time, which is a constitutional intrusion on a resident's liberty interests. There must be an additional CC/CM for the Parole Board to accommodate the massive amount of work the position entails.

In addition to preparing for and recording the Parole Hearings, the CC/CM position is required to fulfill the "clean up" duties post-hearing. This involves ensuring the results of the hearing are documented appropriately, reviewing the home plan that was submitted by the resident in the parole packet, sending the home plan out to Field Services to be investigated prior to the release date of a resident, and documenting the home plan in the "Parole Plan Tracking" section of the NHDOC Intranet. If the resident is applying for a home plan in another state, the

CC/CM is responsible for submitting the appropriate documentation into the Interstate Compact Offender Tracking System (ICOTS), which has its own set of requirements that differ from the in-state process.

In addition to the new position the parole office desperately needs, the parole office also included, in the prioritized section, budget requests that require legislative action to amend RSA 651-A:3 I and III. On occasion, it is not possible to put together a 3 member required panel because three of the board members are out of state, ill or otherwise unavailable to sit for a hearing.

Rather than lose a hearing date, the legislation proposed calling on those who previously served as board members to enable a full panel to be accomplished. We do not think that would happen more than 3 or 5 times a year and the \$300 per hearing day compensation for a panel member is included. That process is similar to calling back a Judge who is under 70 but retired to serve as a senior judge to enable court proceedings to occur.

Parole also suggests that the vice chair receive greater compensation than a board member because of the increased duties and time required of the vice chairperson. The vice chair assists in decision making concerning parole office and administration problems, issues warrants, and chairs hearings in the absence of the chairperson.

The parole office is presently staffed with excellent members who are well prepared and devote many hours to preparation and hearings. Every parole hearing takes 10 to 12 hours of preparation. Revocation hearings take less preparation time but more time in contested hearings.

When this statute was initially amended, the proposal was to pay each member a \$30,000 stipend. We included that original amount in the prioritized budget along with extra compensation for the vice chairperson. When vacancies happen, it is extremely difficult to find competent persons willing to devote the necessary time to sit on the board. An adequate stipend will help recruit members when vacancies occur. Public safety and due process concerns require competent and devoted parole board members.

By statute, the Parole Board is required to hold 36 parole hearings and 36 revocation hearings per year. In order to keep up with the demand of the population of the NHDOC, as well as the due process rights of parole violators, the board has held 45 revocation hearings and 45 parole hearings in the past 12 months.

Parole Board Statistical Data:

Parole Hearings FY 2022: 854

Average size of a Parole Hearing packet: 40-50 pages without NCIC printout

Revocation Hearings FY 2022: 599

Average size of Revocation Hearing packet: 20 pages without NCIC printout

Note: NCIC printouts range from 30-70 pages depending upon the criminal history of that specific individual. The NCIC needs to be reviewed by the Parole Board members in

addition to the parole packets to give the members an overall view of the individual's past issues and their present situation.

Parole Approval Rate:
FY 2022: 71.3%
FY 2021: 69.5%
FY 2020: 65.4%
FY 2019: 68.9%