

## Survey to Chief APOs

### Issue: CRN and Safe Driving School

#### Question (from Bradford County):

I am hoping for some assistance with how counties process CRN's/Safe Driving School. Currently, our designated coordinator for those activities is retiring in March and leaves us with his role to fill. For whatever reason several years ago our department created this position which surrounds completing all CRN's, Safe Driving School, in addition to providing DOC required educational classes at our jail. It equates to about 24 hours through probation and 16 hours through the county/jail to manage the workload. The revenue from the CRN's/SDS funds the position and leaves a balance that is placed in the general fund.

With this position becoming vacant in early 2018 we are looking at the structure of our department and feel we can create a more efficient DUI Coordinator role within our department that handles all CRNs/SDS, DUI ARD's, DUI Record Checks. We have someone internally in mind that would be a great fit and in addition can retain the TAC, JNET, SORNA, and Firearms Instructor roles. Seems by creating this position and appointing internally it would be the most operationally efficient solution for the system as a whole and ultimately create another field officer by now being able to better allocating work loads among our supervisors.

The problem is the jail would have to make up/fund their 16 hours of required education which is causing a stir with the Warden.

Sorry for the long winded email but I am wondering if any other counties (probably smaller class size counties) are or have been in this situation and what does your process look like surrounding CRNs/SDS? Are you tied to the jail as we now seem to be?

#### Cameron County

The Cameron County DUI coordinator who is also the adult probation officer did the CRNs and the Alcohol Highway Safety School however she is retiring in February. She would receive \$50 per CRN and \$150 for doing the classes. The assessments were referred to our SCA. Since we knew she was retiring we had one officer get certified to do CRNs and another officer certified to do the classes with the same fee schedule. We only have me(Chief) and one adult and one juvenile officer so the duties and extra income were split up between the officers. We don't have a jail and put our prisoners in various jails in surrounding counties so they are not in the picture at all.

#### Wayne County

We use our SCA – our Drug & Alcohol Commission. They do all CRNs, assessments and AHSP classes. MDJs refer directly to them to have all done prior to sentencing, excluding AHAP, and if

not completed prior to GP, once plea accepted Judge orders a PSI and modifies bail to include having an D/A assessment done prior to sentencing. If not completed at time of sentencing, he usually revokes bail and waits until Commission completes the assessment while incarcerated and sets a new sentencing date ASAP. Our Commission usually has CRNs and assessments done within two weeks—or sooner.

Works very well and we don't need the extra work, certainly could use an extra officer or two for supervision purpose

#### Westmoreland County

In Westmoreland County, a PO II position was created several years ago specifically for the purpose of overseeing Alcohol Highway Safety School (AHSS). The person in that position is also the DUI Coordinator. There is a Co-Coordinator (who is employed by a local treatment provider) that is responsible for overseeing the CRNs and assessments.

The revenue from the AHSS participant fee (\$300.00 per person) goes into the county's general fund.

The prison is not involved in this process.

Relative to AHSS instructors, there are approximately 20 probation officers who completed certification and teach those classes as a separate job from their PO responsibilities. They are paid \$500.00 per 12.5 hour class session.

Please let me know if you have any questions or want any other information.

#### York County

In York County, our DUI Coordinator is a probation officer. The duties take up about half of her time. Please see the attached. I also have an officer that goes to the jail and completes CRNs on incarcerated individuals. The cost of the CRN is added to the individual's court costs and fines. I also established an MOU with our SCA and employ a drug and alcohol assessor in my office funded through our IPP grant. This individual completes d/a evaluations on individuals working with our public defender's office and others that are incarcerated. We also utilize outside treatment agencies to complete CRN and D/A evaluations and they provide the AHS classes. Our MDJs have a fact sheet they provide to individuals indicating where they can go for CRNs, assessments and classes.