

Policy 07 Relation To The Parole Board

4.1.1 The Parole Board is autonomous and is charged with making decisions regarding the termination of the institutional segment of sentences of residents. The Board is also responsible for imposing the terms of parole, and conducting parole violation proceedings. It is important for the Department to coordinate fully with the Board in all matters of mutual concern so that the interests of correctional clients and the State of Vermont are served.

4.2 OBJECTIVE

4.2.1 To optimize the working relationship between the Parole Board and the Department of Corrections.

4.3 GROUP SERVED

4.3.1 The Parole Board and the Department of Corrections.

4.4 POLICY DESCRIPTION

4.4.1 Each affected operating division shall develop and maintain systems for providing the Parole Board with all appropriate information regarding clients being considered by the Board. The Department Transfer Committee and the Correctional Facility classification teams will coordinate with the Parole Board so that appropriate information will be available when the Board meets.

4.4.2 The Department will provide the Parole Board with up to date information concerning its philosophy, goals and policies in all areas which affect Parole Board decisions.

4.4.3 Liaison between the Department and the Parole Board will be through the Executive Secretary of the Parole Board.

4.4.4 The Department of Corrections is responsible for providing administrative and budgetary support to the Parole Board. Such support includes salary of the Executive Secretary, office space for the Executive Secretary, clerical and administrative support.

4.4.5 Probation and Parole Officers provide services, as assigned by the Department, to the Parole Board in such areas as: parole plans, parole supervision, parole violation, and special pardon investigations.

4.4.6 Affected divisions together with the Executive Secretary, will develop specific procedures to implement this policy. These procedures should include specific mechanisms for providing required information to Board members, preparing

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summaries, and insuring that clients are scheduled for review as required by law.

5. Training Method

5.1

6. Quality Assurance Processes

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7. Financial Impact:

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8. References

LEGAL REFERENCE

20 28 VSA 101(3)

21 28 VSA 102(c)(17)

22 28 VSA 505(b)

9. Responsible Director and Draft Participants