Minnesota Department of Corrections

Policy:	**206.010**	**Title: Electronic Surveillance**
Issue Date:	**8/5/14**	
Effective Date:	**8/19/14**	

AUTHORITY: Minn. Stat. §§241.26; 244.05; 611A.07

PURPOSE: To provide enhanced supervision for those offenders at a greater risk to re-offend, and to provide greater security for facility offenders placed in minimum security housing.

APPLICABILITY: Minnesota Department of Corrections (DOC); all offenders on probation, supervised release, and parole under the jurisdiction of the DOC, and DOC facilities using electronic surveillance for minimum security offenders

POLICY: Agents and/or other appropriate department staff must arrange for electronic surveillance of all offenders that meet program requirements.

DEFINITIONS: None

PROCEDURES:

A. Community services

1. Responsibility - when released offenders are ordered by the hearings and release unit (HRU), and when probationers are ordered by the courts through probation, to be placed on electronic surveillance, the responsibility is outlined as follows:
   a) Agent responsibility: the agent must
      (1) Receive the order or determine the need for electronic surveillance;
      (2) Submit vendor intake forms from the court services tracking system (CSTS) database and retain a copy in CSTS;
      (3) Contact the vendor to coordinate installation, and/or install the equipment;
      (4) Establish a monitoring schedule and supervise the offender; and
      (5) Take appropriate action at violation, if necessary and retain vendor and/or violation reports in the CSTS database.

   b) Electronic surveillance vendor responsibility: the vendor must
      (1) Install equipment as required by the agent;
      (2) Monitor all activity and report the violations to the agent; and
      (3) Testify at the violation hearing if needed.

2. Offender selection criteria: electronic surveillance must be the least restrictive sanction available to achieve public safety. The following is considered when placing an offender on electronic surveillance:
   a) The offender's prior history;
   b) The offender's prior chemical dependency history;
   c) The offender's employment/education opportunities;
   d) An agent-approved release plan in a residence that is technology approved; and
   e) The requirements of the offender's special release program.

B. Department facilities - department facilities using electronic surveillance for minimum security offenders must have instructions detailing specific procedures for the program.

INTERNAL CONTROLS:

A. Intake forms are retained electronically in the CSTS database.

B. All vendor and/or violation reports are retained electronically in the CSTS data base.

REVIEW: Annually

REFERENCES: Minn. Stat. §§244.15, subd. 6; 609.135

SUPERSESSION: Division Directive 206.010, "Electronic Monitoring," 5/1/07.
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

/s/
Deputy Commissioner, Community Services

Deputy Commissioner, Facility Services