

## Chapter HSS 30

### PAROLE

HSS 30.01 Authority  
 HSS 30.02 Purpose  
 HSS 30.03 Definitions  
 HSS 30.04 Eligibility for parole

HSS 30.05 Parole consideration  
 HSS 30.06 Parole board recommendations

**HSS 30.01 Authority.** These rules are promulgated under ss. 46.03 (6) (c), 57.06 and 227.014 (2), Stats.

**History:** Cr. Register, April, 1981, No. 304, eff. 5-1-81.

**HSS 30.02 Purpose.** (1) **DISCRETIONARY PAROLE.** Discretionary parole is release of an incarcerated felon to supervision prior to the completion of the maximum sentence imposed by the court and prior to release mandated by statute. Its function is threefold: to assure, in light of the nature and severity of the crime, that early release will not depreciate the seriousness of the offense; to determine that optimum benefit has been derived from programs of education, training, and therapy; and to assess the risk to the community of early release and to determine in each individual case that there is a reasonable certainty of a crime-free reintegration of the inmate into society.

(2) **PURPOSE OF THESE RULES.** These rules structure the parole procedure toward the end that it will be better understood by the general public and by the prospective parolee, more equitable in its application, and more certain in its consequences, while providing for the exercise of informed discretion in considering individual differences among inmates, their offenses, their institutional records, and their abilities to comply with the rules of parole and to maintain themselves in open society without engaging in criminal activity.

**History:** Cr. Register, April, 1981, No. 304, eff. 5-1-81.

**HSS 30.03 Definitions.** As used in this chapter, these words have the following meaning:

(1) "Secretary" means the secretary of the department of health and social services.

(2) "Board" means the parole board comprised of members appointed by the secretary to provide advice and recommendations to the secretary, the secretary's designee, and the board chairperson in matters pertaining to parole.

(3) "Mandatory release" means release of a convicted felon to supervision as required by s. 53.11 (7), Stats., and is determined by maximum sentence minus all good time credited pursuant to ss. 53.11 (1) and 53.12 (1), Stats.

(4) "Discretionary parole" means parole granted by the secretary, the secretary's designee or the board chairperson prior to the mandatory release date.

(5) "Parole eligible" means qualified for a grant of parole by either the secretary, the secretary's designee or the board chairperson.

Register, December, 1982, No. 324

## HSS 30

(6) "Parole consideration" means the process by which assigned board members review all relevant information on an inmate approaching parole eligibility. Consideration produces either a recommendation for the grant of parole or it produces a denial and a deferral.

(7) "Deferral" means the action by the assigned board members, following consideration and a decision to deny parole, establishing the next date on which the inmate becomes parole eligible.

(8) "Parole grant" means the action by the secretary, the secretary's designee, or board chairperson ordering the release of an inmate, under supervision, on or after a specific date.

History: Cr. Register, April, 1981, No. 304, eff. 5-1-81.

**HSS 30.04 Eligibility for parole. (1) BECOMING ELIGIBLE.** An inmate becomes eligible for discretionary parole pursuant to s. 57.06, Stats., except when incarceration follows revocation of discretionary parole or mandatory release.

(a) When incarceration follows revocation, without the imposition of a new sentence, eligibility will be established 6 months from the date of return to the institution, less credit for county jail time.

(b) When incarceration follows revocation and involves the imposition of a new sentence or sentences the following provisions apply:

1. If the new sentences or aggregate of new sentences is imposed before first consideration of the inmate for parole following revocation, and the new sentence or aggregate of new sentences is more than 18 months, the new eligibility date is one year after reception at the institution, less credit for county jail time, or the parole eligibility date on the new sentence or aggregate of new sentences, whichever is later.

2. If the new sentence or aggregate of new sentences is imposed before first consideration of the inmate for parole following revocation, and the new sentence or aggregate of new sentences is 18 months or less, the new eligibility date is 6 months after reception at the institution, less credit for county jail time, or the parole eligibility date on the new sentence or aggregate of new sentences, whichever is later.

3. If the new sentence or aggregate of new sentences is imposed following first consideration of the inmate for parole following revocation, the parole eligibility date shall be that date established by the board following the first consideration, unless the new sentence or aggregate of new sentences requires a later parole eligibility date.

4. In no case may parole consideration occur less than 60 days following reception or return to the institution.

(2) **CONSECUTIVE SENTENCES.** Whenever an inmate is committed following more than one conviction, with consecutive sentences, the inmate becomes parole eligible when the time served equals the sum of the terms required for parole eligibility for each sentence, as set forth in s. 57.06 (1) (a), Stats.

(3) **WAIVER OF ELIGIBILITY.** An inmate may waive parole eligibility at any time by notifying the board through the institution staff. If an inmate intentionally declines to appear before the board at the time of a scheduled interview, following notice of the scheduled interview, or if

the inmate appears but refuses to participate, such failure to appear or to participate, unless excused by the board, shall be construed as a waiver of parole eligibility. In no case may a waiver have a negative effect on future board considerations.

(4) **REESTABLISHMENT OF ELIGIBILITY.** To reestablish eligibility following a waiver, the inmate shall apply to the board through the institution staff. Parole eligibility shall be reestablished 4 months from the date of application. Parole consideration shall occur during the second month prior to the parole eligibility date.

**History:** Cr. Register, April, 1981, No. 304, eff. 5-1-81; am. (1) (b) and (3), r. and rec. (4), Register, December, 1982, No. 324, eff. 1-1-83.

**HSS 30.05 Parole consideration.** (1) Initial parole consideration shall be provided for each inmate during the month prior to the date of first statutory eligibility for parole.

(2) Subsequent consideration for persons denied parole shall occur no later than the last day of the calendar month prior to the date established by the board for consideration. Reconsideration shall not be deferred for longer than 12 months except with the written approval of the secretary, the secretary's designee, or board chairperson.

(3) Parole consideration shall be based on information available to the assigned board members. When the inmate is available at the scheduled time, an interview shall be conducted at the inmate's place of incarceration or at a facility designated by the board. The interview, except for the deliberations of the assigned members of the board prior to reaching a decision, shall be recorded. When the inmate is temporarily unavailable for the interview, the interview shall be rescheduled. When the inmate is incarcerated in a federal facility or an out-of-state facility, parole consideration may take place in the inmate's absence, but the inmate shall receive notice, be given access to documentary information, and have an opportunity to correct errors of fact in the record as set forth in pars. (a) to (c).

(a) The institution responsible for scheduling parole consideration shall notify the inmate, in writing, at least 15 days prior to the week of the scheduled parole consideration as to when the inmate will be considered for parole. The inmate may waive the 15 day notification requirement at any time. When consideration follows a one month deferral, notification may be other than in writing and the 15-day requirement may be set aside when failure to do so would extend the period of deferral.

(b) The inmate shall be given access to all the documentary information considered by the assigned board members. An exception may occur when the file contains information which is restricted by statute or information obtained under an assurance of confidentiality, as provided in administrative rule HSS 307.

(c) Prior to consideration by the assigned members of the board, the inmate shall be afforded an opportunity to correct any errors of fact which are found in the record, and to provide additional relevant information for board consideration.

(4) Parole consideration will be by 2 or more members of the board as assigned by the board chairperson.

(5) Representation by legal counsel during the interview is not allowed. Correspondence from legal counsel will be received, however, and made a part of the record. A spokesperson for the inmate will be allowed only in cases of severe speech impediment or where the inmate suffers a severe physical disability which impedes verbal communication, or in cases where the inmate's primary language is not English and the individual lacks adequate fluency to represent himself or herself.

(6) Parole consideration is specifically exempt from open meetings legislation and is closed to the public as provided by s. 19.85 (1) (d), Stats. However, upon request to and with the approval of the secretary, the secretary's designee, or board chairperson, persons with a civic, academic, or professional interest in the paroling process may be allowed to observe individual parole proceedings. Observers will not be allowed if the inmate objects.

(7) A recommendation for parole and a grant of parole shall be made only after the inmate has:

- (a) Become parole-eligible under s. 57.06, Stats., and s. HSS 30.04;
- (b) Served sufficient time for punishment, considering the nature and severity of the offense;
- (c) Demonstrated satisfactory adjustment to the institution and program participation at the institution;
- (d) Developed an adequate parole plan; and
- (e) Reached a point at which, in the judgment of the board, discretionary parole would not pose an unreasonable risk to the public.

(8) The notice of consideration for parole under sub. (3) (a) shall include the factors which will be considered by the board in assessing the fulfillment of each of the requirements under sub. (7).

**History:** Cr. Register, April, 1981, No. 304, eff. 5-1-81; am. (3) (a), r. and recr. (3) (intro.) and (7), cr. (8), Register, December, 1982, No. 324, eff. 1-1-83.

**HSS 30.06 Parole board recommendations.** (1) After consideration, the assigned board members may recommend parole with or without special conditions, or they may deny parole. If parole is denied, the assigned board members will establish a date providing for reconsideration in accordance with s. HSS 30.05 (2). However, a date for further consideration of discretionary parole need not be established if the inmate will reach the mandatory release date prior to the time established according to s. HSS 30.05 (2).

(2) Any board member assigned to parole consideration may, with the approval of the board chairperson, refer the case to the full board for a decision.

(3) A recommendation for parole may be withdrawn by the board members who made the recommendation any time prior to the approved grant of parole whenever the circumstances affecting the original recommendation have, in the opinion of the members, changed sufficiently to require such action.

(4) If, subsequent to a grant of parole by the secretary, the secretary's designee, or board chairperson, but prior to release, circumstances re-

Register, December, 1982, No. 324

quire reconsideration of the grant, the inmate will be provided written notice of the reasons for the reconsideration, disclosure of evidence against him or her, a right to appear and be heard by an impartial hearing examiner, the right to present witnesses and evidence and to confront and cross-examine witnesses against him or her, a right to receive a written statement of the evidence relied upon and a right to be represented by counsel. After a review of the findings of fact, conclusions of law, and recommendation of the examiner, a final decision relative to the grant of parole will be made by the secretary, the secretary's designee, or board chairperson.

(5) The inmate shall be advised of the decision to defer or to recommend a grant of parole and the reasons for it as soon as feasible following the decision but in no case later than the last day of the month following the month in which the interview occurred.

(6) The inmate shall be afforded an opportunity to comment on the decision following the board members' explanation of it, orally if an interview has been provided, in writing if an interview has not been provided.

(7) The secretary, secretary's designee, or board chairperson may call for reconsideration of a board recommendation at any time that unusual circumstances affecting an individual inmate develop and are documented and verified.

**History:** Cr. Register, April, 1981, No. 304, eff. 5-1-81; r. (7), renum. (8) to be (7), Register, December, 1982, No. 324, eff. 1-1-83.

**HSS 30.07 Review, evaluation, revision.** **History:** Cr. Register, April, 1981, No. 304, eff. 5-1-81; r. Register, December, 1982, No. 324, eff. 1-1-83.