DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS
1700 K STREET
SACRAMENTO, CA 95814-4037
TDD (916) 445-1942
(916) 445-7456

May 4, 2013 PSN Letter No. 13-03

TO: SELECTED COUNTY ALCOHOL AND DRUG PROGRAM ADMINISTRATORS AND LOCAL PAROLEE SERVICES NETWORK (PSN) COORDINATORS (COUNTIES OF ALAMEDA, CONTRA COSTA, FRESNO, KERN, LOS ANGELES, MARIN, NAPA, ORANGE, RIVERSIDE, SACRAMENTO, SAN BERNARDINO, SAN DIEGO, SAN FRANCISCO, SAN MATEO, SANTA CLARA, SOLANO, AND SONOMA)

SUBJECT: FISCAL YEAR (FY) 2013-14 PSN POLICY GUIDELINES AND WORK PLAN DOCUMENTS

This letter transmits the authorized policies and procedures for administering the Parolee Services Network (PSN) in FY 2013-14.

The PSN funds are administered pursuant to the requirements established by the California Department of Corrections and Rehabilitation (CDCR), Office of Offender Services, through an Interagency Agreement with the Department of Alcohol and Drug Programs (ADP). For the third year, the allocation and county reimbursements will be distributed to counties through an actual cost-based quarterly invoicing and reimbursement system.

Electronic versions of PSN No.13-03 and its seven (7) enclosures are available for immediate downloading on ADP's Parolee Services website, at:

http://www.adp.ca.gov/ParoleeServices/ParoleeServices_ltrs_and_bulletins.shtml

We hope that each of you will be able to quickly download the enclosure documents and we encourage you to add this webpage to your Internet browser's "bookmarks" or "favorites". It will serve as ADP's central reference point for major PSN-related documents and other information relevant to counties and parolee service providers.

The deadline for FY 2013-14 PSN Work Plans submissions will be June 14, 2013. Our internal State-level approval process will be for your work plans to be reviewed and approved by both ADP and CDCR within 30 days of receipt. However, this timeframe may be extended based on a need for local follow up or administrative review by staff of either ADP or CDCR. PSN reimbursements cannot be released until the FY 2013-2014 plan is approved and upon release of the FY 2013-2014 State budget.

We look forward to working with you in FY 2013-14. If you have any questions, feel free to contact your county's liaison or PSN administrative staff:

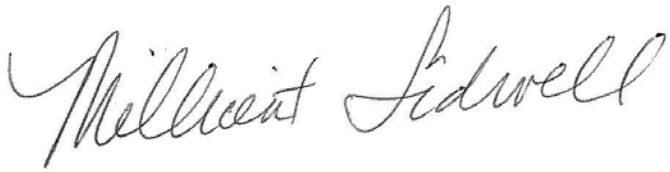
DO YOUR PART TO HELP CALIFORNIA SAVE ENERGY
For energy saving tips, visit the Flex Your Power website at
http://www.flexyourpower.ca.gov

Jeanne Cornsilk, PSN Field Analyst
Office of Criminal Justice Collaboration
Parolee Services
(916) 322-6829
Jeanne.Cornsilk@adp.ca.gov

Marilee Moon-Vanni, PSN Field Analyst
Office of Criminal Justice Collaboration
Parolee Services
(916) 327-9532
Marilee.Moon-Vanni@adp.ca.gov

Marisa Rey, PSN Field Analyst
Office of Criminal Justice Collaboration
Parolee Services
(916) 324-2388
Marisa.rey@adp.ca.gov

Sincerely,



MILLICENT TIDWELL
Deputy Director
Office of Criminal Justice Collaboration

Enclosures:

Enclosure 1 -
Parolee Services Network – FY 2013-14 Work Plan Provisions

Enclosure 2 -
Parolee Services Network – County Work Plan, FY 2013-14

Enclosure 3 -
Parolee Services Network – Final allocations, FY 2013-14

Enclosure 4 (Excel) -
Parolee Services Network – Quarterly Claim for Reimbursement, Fiscal Year 2013-14

Enclosure 5 (Excel) -
Statewide PSN Weekly Participant Count, FY 2013-14

Enclosure 6 -
Parolee Services Network – Program Guidelines and Treatment Standards

Enclosure 7 -
Office of Offender Services (OS) Incident Report

cc: California Department of Corrections and Rehabilitation (CDCR), Office of Offender Services