

09-001: Parolee Assistance Program

PURPOSE

The Parolee Assistance Program was created to contact parolees in the station area and provide them with information that identifies programs to assist the parolees and their families. Programs such as domestic violence counseling and AA (Alcoholics Anonymous), which are locally available to the parolees, will also be provided at the time they are contacted by station personnel.

POLICY

Parolee Contact

The Compton Station Special Assignment Team (SAO) shall report on the second Wednesday of each month to the station Crime Analyst in order to obtain a new list of parole releases for the current month. This list will be compiled by the station crime analyst using the California Department of Corrections LEADS (Law Enforcement Automated Data Systems) Program. The list of parole releases will, at a minimum, have the parolee's full name, physical description, address (subject to availability), offenses, parole agent name, and contact information.

The SAO team deputies shall contact each parolee on the list and obtain the information necessary to complete an FI (Field Interview) Card. The original FI Cards shall be submitted to OSS and the copies saved for the Detective Bureau archives. In addition, the deputies shall provide each parolee a tri-fold pamphlet listing resources and support organizations providing free and nominal fee services such as free/low cost medical assistance and mental health assistance.

All parolee contacts shall be made within 30 days of receiving the parolee list. Each contact shall be documented by creating an MDT Observation using the complete street address. The detailed log clearance shall be made using the parolee's full name and clearance code 811 (PAROLEE CONTACT). If the parolee is not contacted on the first attempt, a minimum of one (1) additional attempt must be made before the end of the month.

Tri-Fold Pamphlet

The tri-fold pamphlet will provide the parolee information that will benefit him/her and their family. Information will be based on services locally available and usually free or low cost to the parolee. Information in the pamphlet will include:

Employment Resources
Homeless Shelters
Free and Low Cost Medical and Mental Health
Substance Abuse and Addiction Recovery

Tracking and File Management

Compton Station Detective Bureau will be responsible for assignment, collection, and tracking of the Parolee Assistance Program. The files will be stored and maintained in the Compton Station Detective Bureau and available for Divisional Inspection. A sworn member of the Detective Bureau will be designated as the Parolee Assistance Program Manager. The Program Manager will ensure all the prior months parolees were contacted and archive all documentation monthly.

The previous month's complete list of parolee contact information will be due on the first Wednesday of each month and submitted to the Compton Station Detective Bureau for review by the Parolee Assistance Program Manager. This review will ensure that an attempt has been made to contact all parolees listed on the monthly report. Any parolees not contacted on the previous month will be re-contacted on the following month's detail.

This station order and the "tri-fold" pamphlet must be reviewed annually in order to update changes regarding program efficiency and possible changes to the list of available resources.
