

York County  
Commissioners  
M. Steve Chronister  
Doug Hoke  
Christopher B. Reilly



**YORK/ADAMS  
DRUG & ALCOHOL COMMISSION**

*Recovery on the Horizon*

100 West Market Street, Suite B04, York PA 17401-1332  
Phone: 717-771-9222; Fax: 717-771-9709 Web: www.ycd-a.org

Audrey L. Gladfelter, Administrator

Adams County  
Commissioners  
Randy L. Phiel  
James E. Martin  
Marty Karsteter Qually

**MEMORANDUM OF  
IMPORTANCE**

**DATE:** June 30, 2015  
**TO:** All YADAC Contracted  
Providers; York County Adult  
Probation; Adams County  
Adult Probation; Adam County  
Adult Correctional Complex;  
York County Human Services  
and  
YADAC Staff  
**FROM:** Audrey Gladfelter, YADAC Administrator *-ALG*  
**SUBJECT:** YADAC correspondence shared email address

This memo is to serve as notice that in an effort to streamline the YADAC correspondence process, YADAC has created email addresses specific to the following:

**YADAC HOSTED TRAINING:** [yadac-training@yorkcountypa.gov](mailto:yadac-training@yorkcountypa.gov)

Please ensure that when submitting all YADAC training requests/related correspondence to YADAC, that the above email address is utilized. All training correspondence responses from YADAC shall be sent from the email address listed above.

**REQUEST FOR AUTHORIZTION\*:** [yadac-rfa@yorkcountypa.gov](mailto:yadac-rfa@yorkcountypa.gov)

Please ensure that when submitting RFAs to YADAC, that the above email address is utilized. Upon receipt, in the event the RFA is assigned to a specific YADAC staff person, the assigned staff person shall initiate all future correspondence with the contracted provider and YADAC communications shall be sent from the assigned staff person.

\*applicable only to YADAC contracted providers