




**TO:** All Inmates  
**FROM:**   
L. J. Oliver  
Superintendent

**DATE:** December 10, 2020

**RE: COVID Restructuring**

As you are aware, there has been a lot happening at the institution over the past week. While Administration and other staff have been out making rounds and speaking to inmates, we realize there are still a lot of questions. The purpose of this memo is to hopefully answer as many of those questions as possible. We also plan on keeping you updated as circumstances change.

The Health Department expects to see the largest growth of COVID cases over the next 3 weeks, peaking by the end of December. Because of this, Secretary Wetzel has directed that all institutions in the state will enter into a "COVID Restructuring." For us, this means that things will remain as they currently are. This is expected to continue until January 4<sup>th</sup>.

### **Bed Moves**

At this point, every inmate in the institution has been tested for COVID. You have all received the antigen (quick) test, as well as the test that got sent out to the lab for processing. As soon as we had results, the Unit Managers began making bed moves. Moves were made because we cannot allow a known positive inmate to reside with a negative inmate. We did the best we could to keep all inmates on their original housing units; however, you most likely had to move to a different floor, hallway, or cell. Once we are done with the quarantines, Unit Managers will do what they can to try to move you back to where you came from. As more positive test results are received from the lab, more inmates will be moved. If you initially tested negative, there is a chance that the lab tests may come back positive. In that case, you will be moved to a positive hallway/floor.

### **Serial Testing**

Any inmate that tested negative on their initial antigen test will be retested every 3 days for 9 days (a total of 4 antigen tests – the swab in both nostrils). The reason for this is that the Department of Health has found that if you were exposed and initially tested negative, you will likely test positive within that 9 day period. This is something that has been done at multiple other institutions and has been found to help ensure that individuals are being housed correctly. If you remain negative throughout all 4 tests, you are considered to be a true negative. If any of the 4 tests indicate a positive result, you will be moved to a positive hallway/floor.

### **Phones, Kiosks, Showers, & Microwaves**

Sign-ups will be available in each area for these amenities. It is important to remember that there **MUST NOT** be any cross-contamination or intermingling between positive and negative inmates. You must sign up for these during designated time periods and use the phones, kiosks, showers, and microwaves that are specifically designated for the area you are living in. If you are negative, **DO NOT** go to a positive area. If you are positive, **DO NOT** go to a

negative area. Unit Managers will ensure that information specific to the area you are living in is distributed to you.

### **Treatment Staff**

Treatment staff will be available on the housing units every day. They will be around to check in with you and make sure you are doing ok. If you have any questions or concerns, let them know.

### **Activities**

Activities staff is working on obtaining games and activities for you to do in your cells. These will be delivered to you as we get them in. Holiday gift bags are here and will also be delivered to you. Each inmate will receive multiple bags throughout the next few weeks.

### **Religious Services**

Religious services will continue to be provided via video.

### **Programming & Education**

Packets will be delivered to you for programming and education classes until further notice.

### **Library**

The main library will remain closed at this time. Satellite libraries are available on all housing units. If you need forms/information from the law library, send a request with specific information as to what you want, and the library staff will work to get you what you need. Please remember that this epidemic is affecting the outside world as well, and many courts may be shutting down/postponing hearings, deadlines, etc.

### **Attorney Phone Call Access**

Phone calls through the Inmate/Attorney Phone Booth in Building #4 are currently on hold due to the quarantine movement restrictions. Although, this service is not currently available, inmates still have the capability to make calls and have access to their attorney through the inmate phone banks located on the housing units. Please note that the attorney must be on your approved phone list in order to make the call. Additionally, calls to verified attorneys are considered privileged calls and are not recorded.

### **Cable**

**FREE CABLE** will continue to be provided through the end of March.

### **Virtual Visits**

All virtual visits are currently on hold.

### **Inmate Pay**

Inmates will continue to receive their pay during this restructuring period.

\*\* Please keep in mind that everything that has been done to this point, as well as anything that we do in the future, has been done for your health and safety. We appreciate your cooperation.

Remember, we are all in this together! Stay safe!