



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41100 • Olympia, Washington 98504-1110

December 13, 2019

Joanna Carns
Office of Corrections Ombuds
PO Box 43113
Olympia, WA 98504

Dear Ms. Carns:

The Washington Department of Corrections appreciates the opportunity to respond to the 'OCO Investigative Report' on retaliation in the Helen B. Radcliffe Work Release Center completed by the Office of Corrections Ombuds on November 15, 2019.

Outcomes	Response
Staff informed OCO that they were already working on finding a way to navigate paper check options for financial aid.	The Department has updated policy 200.000 Trust Accounts for Offenders to reflect all incoming monies be handled in the same manner, inclusive of educational grants and/or student loans.
DOC agreed to create a clear protocol for using the inmate education account for situations in which an incarcerated person cannot for whatever reason receive financial aid payment in the normal pay card method, and include a system for accountability and verification.	The Department has updated policy 200.000 Trust Accounts for Offenders to allow for the use of checks when an incarcerated individual is accepting their educational funding source and has revised the language that all checks be handled in the same manner. A memo stating the clear protocol and changes to policy will be distributed by the Assistant Secretary for Reentry by December 31, 2019.
DOC agreed to create a definition for retaliation and include training for all staff on what it is and that it is prohibited.	The Department of Corrections is working with the Attorney General's office to create a definition of the word <i>retaliation</i> to add to the agency policy glossary by January 15, 2020. The definition will be included in agency training modules.
DOC agreed to initiate a workgroup to conduct a 360 evaluation of the work release environment, protocols, rules, staff training and disciplinary process, including input from both staff and incarcerated individuals, to determine how well work release conditions	DOC has reached out to National Institute for Corrections (NIC) for technical assistance on a 360 evaluation. On January 16, 2020, a multi-disciplinary workgroup will commence. A charter is being drafted and there is communication between OCO and Corrections

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meet the expectation of a bridge to life in the normalized community.	in reference to the workgroup timeline.
Recommendations	Response
Given the evidence that the complainant did everything possible to inform staff as to her problem, staff did not assist her, and that there is evidence indicating retaliation, in addition to the lack of any societal benefit to keeping the complainant in prison, OCO recommended that DOC should reverse the 660 infraction and reinstate the complainant's good time, which would result in the complainant's release from prison.	DOC reinstated 28 days of good time and the complainant was released to the community on Monday, November 18, 2019.

The information provided by the OCO was useful to ensure the Department of Corrections is doing everything it can to ensure an incarcerated person's time in the agency's facilities is fair and supports the rehabilitation and reentry for all incarcerated individuals.

We also appreciate your team's understanding of the unique processes across facilities and the addition of policies and procedures being put in place to address them. Moving forward, Washington Department of Corrections will continue to implement additional policies, procedures, and security measures to continue to align with the Office of Corrections Ombuds recommendations.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steve Sinclair", is written over a horizontal line.

Steve Sinclair, Secretary
Washington Department of Corrections