



DATE: April 14, 2020

RE: **INMATE MAIL/READING MATERIAL PROTOCOL IN RESPONSE TO COVID-19**

Effective April 15, 2020, as it is believed COVID-19 can live on surfaces and materials for varied amounts of time, the jail is taking every precaution available to us to protect against spreading the virus. Effective today, we will begin photocopying all incoming personal mail – to include pictures – and deliver copies to you. Original documents will be shredded.

This effort will not only reduce possibility of exposing our population to the COVID-19 virus, photocopying will mean less rejection of mail. This does **not** mean we will relax our stance on inappropriate materials including, but not limited to: **crude, objectionable, gang related materials, hand gestures, nude/semi-nude photos, including babies & children, racist materials, sexually explicit materials, or unauthorized inmate to inmate correspondence.**

Our website message will be changed to inform the public of this change, meanwhile it is your responsibility to remind your friends and family members of rules against inappropriate materials.

In addition, our Bureau Command Staff is reviewing current protocol regarding incoming books and reading materials in response to receipt of numerous questions. We will be getting information back to you in very short order.

Please know we understand and share your fears and concerns about the Coronavirus pandemic. We recognize that changes have been made that disrupt the normal routine of events that take place in our small "city"... please know many of these changes are the exact same challenges faced "outside the walls". We are following the lead from the Tacoma Pierce County Health Department (TPCHD), working around the clock to maintain a clean and healthy facility and rely on you to help reach that goal.

Meanwhile, I encourage cooperation with facility rules and protocols. We will get through this challenging time together.