




STATE OF CONNECTICUT DEPARTMENT OF CORRECTION



Ned Lamont
Governor

Rollin Cook
Commissioner

Office of the Commissioner

TO: All DOC Staff
 FROM: Rollin Cook, Commissioner 
 DATE: April 1, 2020
 SUBJ: **COVID-19 Memo To All Staff From Commissioner**

As the effect of the COVID-19 pandemic continues to be felt among us all – staff, offenders, and families alike, I want to continue to keep the lines of communication open and clear.

First and foremost, THANK YOU to all of you. Thank you: for what you have done to this point; for what you continue to do; and what you are willing to do moving forward. I am not worried about repeating myself when I say, “you are the unsung heroes of this pandemic.”

To keep you informed of the extent that the pandemic is affecting both staff and offenders throughout the agency, we have compiled a tracker which indicates the number of staff that have tested positive for the COVID-19 virus. In addition, the graph will also indicate the number of offenders who have been tested and the number who have tested positive for the virus. The DOC COVID-19 Tracker will display the totals at each facility, as well as an Agency wide total. The tracker will be updated on a daily basis. Below are the totals as of this afternoon (2:00 p.m. 04/01/20).

**Department of Correction
Covid-19 Tracker
(as of 2:00 p.m. 04/01/20)**

FACILITY	Staff Members Tested Positive for COVID-19	Inmates Tested for COVID-19	Inmates Positive for COVID-19
Bridgeport CC	0	1	0
Brooklyn CI	0	0	0
Cheshire CI	2	0	0
Corr-Rad CC	1	13	2
Garner CI	1	0	0
Hartford CC	3	4	0
MWCI	0	0	0
Manson Youth	0	0	0
New Haven CC	1	3	0
Northern CI	0	0	0
Osborn CI	1	4	0
Carl Robinson CI	2	2	0
Willard Cybulski	0	11	5
York CI	1	2	0
Totals:	12	40	7

The Department has instituted Phase 3 of its COVID-19 Operational Response Plan at both the Corrigan-Radgowski Correctional Center and the Willard-Cybulski Correctional Institution. So that you may familiarize yourselves with the specifics of the plan in the event your specific facility might have to implement Phase 3, the plan has been included as an attachment to this memo. It will also be located on the DOC's website.

To that end, I will continue my commitment to communicate with you directly and I also encourage you to look for the Department's efforts as they pertain to the COVID-19 virus on the **Health Information and Advisories** page on the DOC website: <https://portal.ct.gov/DOC/Common-Elements/Common-Elements/Health-Information-and-Advisories> .

Additional information can also be found on the DOC's twitter and Employee Wellness Facebook accounts:

Follow us on Twitter: [@CTCorrections](https://twitter.com/CTCorrections)

DOC Employee Wellness Facebook page:
<https://www.facebook.com/groups/327803897901191/>

As we see the number of people test positive for the COVID-19 virus increase locally and nationally, I can't help but also notice the number of individuals who contracted the virus early on and have recovered. We should all look to this as positive and tangible signs of hope.

Finally, and most importantly, I am certain we will get through this together. Thank you for your selfless efforts across our organization and for your unwavering efforts on behalf of all of our citizens.

Stay well and stay safe.

CT DOC Covid-19 Operational Response Plan

Phase 3

In the event coronavirus significantly impacts a particular facility or area in consultation with the Deputy Commissioner of Operations and Rehabilitative Services, the District Administrator and Warden the facility shall be placed on lockdown, cessation of all unnecessary movement. It is within the Unit Administrators authority to modify operations within each phase to suit the orderly operation of the facility and staffing complement.

- Meals shall be done via feedback. Staff conducting feeding, laundry, trash removal or other duties for any area identified as housing inmates that are symptomatic or confirmed case shall wear protective equipment (i.e., mask, gown, gloves, etc.) Protective equipment shall be worn by staff and/or inmates who handle or service laundry items or trash removal from these areas.
- Recreation shall be suspended.
- Inmates shall be afforded the opportunity to shower and use the phone daily, number of inmates allowed out at any time shall be determined by the Unit Administrator.
- Kitchen workers shall be allowed to work as long as they are not exhibiting signs or symptoms.
- Health Services shall schedule medication pass in unit and restrict movement to medical to essential movement only. Sick call shall be conducted in unit where possible.
- Commissary workers shall be allowed to work as long as they are not exhibiting signs or symptoms.
- Commissary distribution will be allowed to population, the Unit Administrator shall identify a plan to distribute commissary minimizing inmate movement.
- MAT therapy vendors shall continue to be allowed access.
- Legal visits shall be cancelled.