



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41100 • Olympia, Washington 98504-1100

December 28, 2020

TO: All Work Release Residents
All Incarcerated Individuals

FROM: *Randi Burke Melinda Kupers*
Randi Burke and Melinda Kupers
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Unified Command Incident Commanders

Jeneva Cotton Scott Russell
Jeneva Cotton and Scott Russell
Prisons/Health Services Unified Command Incident Commanders

SUBJECT: Resuming Transfers to Work Release

On [November 12, 2020](#), transfers of MI1 and MIG individuals to work release facilities were suspended in an effort to mitigate the spread of COVID-19. Corrections continues to ensure the safe transition of incarcerated individuals to lower levels of custody and will begin safely resuming transfers to work release facilities beginning in January 2021.

Transfers will be limited to those facilities with available capacity and beds will be filled as they become open through releases. Transport of individuals to work release will be limited to a maximum of three (3) individuals per facility on any given transport during the work week. All transports will follow protocols outlined in the [WA State DOC COVID-19 Screening, Testing, and Infection Control Guideline](#) and [Personal Protective Equipment \(PPE\) Matrix](#).

It remains critically important for everyone to stay physically six (6) feet or more apart from one another when possible, wash their hands frequently, and properly wear their appropriate PPE.

We understand there can be fatigue related to COVID-19 protocols and information being routinely shared. By continuing to follow these necessary steps, we can keep each other safe and healthy.

RB,MK,JC,SR:rn.

cc: Rob Herzog, Assistant Secretary of Prisons Division
Danielle Armbruster, Assistant Secretary Reentry Division
Ton Johnson, Washington Federation of State Employees
Statewide Family Council