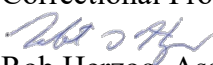
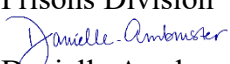




STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41128 ◦ Olympia, WA 98504-1128

January 7, 2021

TO: Correctional Unit Supervisors
Correctional Program Managers

FROM: 
Rob Herzog, Assistant Secretary
Prisons Division

Danielle Armbruster, Assistant Secretary
Reentry Division

SUBJECT: Temporary reassignment of initial Washington ONE assessments

As the Department continues to adjust our practices to address the demands of responding to the COVID-19 pandemic, it is imperative to provide some capacity relief to the Washington Corrections Center – Reception and Diagnostics Center (WCC-RDC). WCC is currently experiencing a COVID-19 outbreak. The facility is facing staff shortages, as well as limited plant space to safely meet with individuals to complete the Washington ONE interview. As such, it is necessary to temporarily reassign completion of initial Washington ONE assessments to the assigned Classification Counselor at the receiving parent facility.

Upon arrival at the parent facility, the assigned Classification Counselor will complete a Washington ONE assessment as directed in [DOC 320.400](#). The Case Management Services Unit is available for assistance if needed.

This temporary change is effective as of the date of this memo until further notice.

RH,DA:ga;ka

cc: All Superintendents
All Associate Superintendents
Jeneva Cotton, Deputy Director of Prisons Division, Command B
Tom Fithian, Deputy Director of Prisons Division, Command C
Mike Obenland, Deputy Director of Prisons Division, Command A
Gena Adams, Administrator of Case Management Services of Reentry Division

“Working Together for SAFER Communities”