February 25, 2021

TO: All employees, contractors and those entering department locations

FROM: Stephen Sinclair, Secretary

SUBJECT: Mandatory Use of Surgical Masks Extended and Expanded

Per my previous Mandatory Use of Surgical Masks memo sent on January 15, 2021, the department enhanced personal protective equipment (PPE) measures and implemented mandatory wearing of surgical masks for all departmental staff, contract staff and persons entering all department locations.

This requirement has been extended and will remain in place until further notice. All department locations will continue to provide surgical masks for usage by staff, contractors and others entering department locations.

Additionally, effective March 4, 2021, all incarcerated individuals and residents will be required to wear surgical masks whenever they are outside their cell/room or leave their assigned bunk in an open dorm setting.

We must continue to follow COVID-19 protocols, socially distance, wear appropriate PPE, wash hands frequently, and clean/sanitize areas. Your dedication to these efforts are appreciated.

“Working Together for SAFER Communities”