



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

March 12, 2021

**TO:** All Helen B Ratcliff Work Release **Staff**

**FROM:** Stacy Fitzgerald, Community Corrections Supervisor

**SUBJECT:** COVID-19 Update for HBR Work Release

On February 24, 2021, Helen B Ratcliff Work Release was placed on quarantine status as a result of two (2) confirmed positive cases of COVID-19 and per the outbreak status protocols in the [WA State DOC COVID-19 Screening, Testing and Infection Control Guideline](#) and [WA State DOC Work/Training Release COVID-19 Outbreak Checklist](#). As of March 11, 2021, there have been seven (7) confirmed resident cases in the past 30 days.

To mitigate the spread of COVID-19 at HBR, we are following appropriate protocols to increase sanitation efforts, screening and serial testing to quickly identify others who may have been exposed and limiting the movement among residents to help eliminate any exposure.

We are continuing the process of ceasing resident movement with limited exceptions, such as bathroom use and emergency evacuations. The facility continues to follow a structured response to ensure essential activities continue, such as laundry, meals, showers, communication and releases/transfers/intakes. The laundry and shower schedules have recently been updated due to the reduction of residents on site.

It is imperative that you are wearing your appropriate [Personal Protective Equipment \(PPE\)](#), as well as social distancing at all times. Stay diligent in washing your hands and sanitizing the common areas. Please reference the December 2, 2020 memo sent regarding [Required COVID-19 Safety Practices](#), to ensure you are taking appropriate steps to keep you, your families, and those in our custody, as safe as possible. Your health and safety, and the health and safety of those in our custody, is our main priority. All medical directives are in accordance with [Washington State Department of Health](#) and [Centers for Disease Control](#) Guidelines.

There are resources available to address any emotional distress you may be experiencing during this difficult time. The Critical Incident Stress Management (CISM) team is available to anyone needing help. Additionally, we are all here as a team, this is temporary and we will get through this together.

I appreciate your efforts and teamwork during this very difficult time. It is important to remain strong, supportive of one another, and to display kindness. We will get through this together.

***“Working Together for SAFER Communities”***