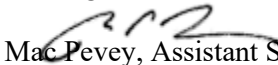




STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41100 • Olympia, Washington 98504-1110

May 6, 2022

TO: Community Corrections Staff
Hearings Unit Staff

FROM: 
Mac Pevey, Assistant Secretary
Community Corrections Division

SUBJECT: Changes to Conditional Releases Post COVID-19

On April 6, 2020, through the Department Emergency Operations Unit, the Community Corrections Division (CCD) and the Hearings Unit implemented a change to normal practice for requesting Conditional Release (CR), CR criteria, and the processing of CR through a single email box.

Effective immediately, the memo dated April 6, 2020, bearing the same subject line, is hereby rescinded. The COVID-19 criteria will no longer be used for CR processing. Further, the email box: docccdcrrquests@doc1.wa.gov will be deactivated.

CR policy exceptions will still be sent to the Hearings Administrator, Reco Rowe, for review and decision.

- During business hours (8:00 AM - 5:00 PM, Monday through Friday), the Community Corrections Officer (CCO) will email the DOC 09-269 Conditional Release Request and Authorization to the Hearings Office Duty Officer (HODO) mailbox (dochearingsdutyofficer@doc1.wa.gov) for a review and decision.
- After hours, section Duty Officer, who will contact the assigned HODO at 360-725-9338. If the HODO approves, the CCO or Warrants Desk will submit DOC 09-269 Conditional Release Request and Authorization no later than the next business day.

MP:dh:rr

cc: Executive Strategy Team
Jeannie Miller, Assistant Secretary, Administrative Operations Division
Billie Pederson, Policy Program Manager
Reco Rowe, Interim Hearings Administrator
Jamison Roberts, Emergency Operations Unit Manager
Dianne Ashlock, Statewide Records Director
Shelby Leifer, Labor Relations Consultant
Greg Oliver, Violator Manager
Ronna Cole, Health Services Administrator
Ton Johnson, WFSE Labor Advocate
DOC Nurse Desk
DOC Covid19 Mailbox

“Working Together for SAFER Communities”