

Memorandum

Date : March 18, 2010

To : ALL STAFF
ALL INMATES

Subject: **IMPLEMENTATION OF THE THREE PERCENT POST DIVERSION PLAN**

Due to the States' fiscal crisis, CSP Solano has been directed to implement a three (3) percent post diversion plan for Correctional Officers, Sergeants and Lieutenants.

Facility managers have been directed to conduct staff meetings to inform staff of the schedule and the posts that were identified in the redirection plan.

Effective March 22, 2010, CSP Solano will implement the following program closures:

3% DIVERSION PLAN

- Facility 1 (Level 3 GP) Third Watch - No yard and dayroom activities every other Wednesday.
- Facility 2 (Level 3 GP) Third Watch - No yard and dayroom activities every other Wednesday.
- Facility 3 & 4 (Level 2 GP) Second and Third Watch - No gymnasium recreational activities seven days a week.
- Modified Vocational/Education Programs pending the transition into the new program models.


During these program closures, the following program modifications will be adhered to on Level III only:

- **DAYROOMS**-There will be no dayroom activities. However, telephone calls, releases for medical appointments/medications, workers showers, etc. will still occur. At any given time there shall be no more than thirty (30) inmates on the dayroom when only one officer is present.
- **YARD**-There will be no yard activities. However, as determined by Managers/Supervisors, a limited number of inmates may be released for canteen or clothing issues.
- **INMATE MOVEMENT**-All inmate movement on the modified program will be done utilizing visuals by yard staff and observation posts.

- **PIA/VOCATION/EDUCATION**-PIA and Education programs will continue when the facility program is modified. PIA will continue on normal program unless a closure is authorized by the Warden/AOD.
- **HEALTHCARE/DENTAL/MENTAL HEALTH SERVICES**-All priority medical appointments will continue during program modifications. Medications will be dispensed from the pill windows as normal. Afternoon medication releases will be a coordinated through custody staff to keep the number of inmates manageable.
- **RELIGIOUS SERVICES**-Religious services shall not be impacted by program closures/redirections; however, releases may be delayed based upon reduced staffing. If delays are occurring, the Facility Sergeant shall notify the religious service provider.
- **FEEDING**-Inmate feeding shall be conducted in a controlled manner. Feeding will be conducted in only one dining hall. Two officers shall go to each of the buildings for releases and the remaining staff shall provide custody coverage in the active dining hall.
- **LAW LIBRARY**-Priority Library Users (PLU) will not be impacted. General Library Users (GLU) will have reduced access to the library.
- **INMATE WORKERS**-Inmate workers will not be impacted, however considerations shall be made as to the number of inmates on the dayroom (max 30).
- **INMATE PACKAGES**-Central Services will deliver packages to the facilities when it is not feasible for inmates to be released to R&R.
- **INMATE LEISURE TIME ACTIVITY GROUP (ILTAG)**-The ILTAG schedule will be modified to operate concurrent with scheduled modified programs.
- **VISITING**-Regular and Family visits will not be impacted.

I must emphasize this plan is subject to change, due to the State's fluid fiscal situation, which may require an alternative or modified plan.

I understand the difficult impact of the Post Diversions and Program Modifications to all staff and inmates and sincerely appreciate your assistance during these difficult times.


 GARY SWARTHOUT
 Warden (A)
 CSP Solano