

From: [Schelle, Sarah](#)
To: [Julian Winborn](#)
Subject: COVID-19 Response - IDOC
Date: Friday, April 17, 2020 7:38:47 AM

Rep. Pryor,

I hope this letter finds you well. In light of recent communications between several yourself and the Governor's Office, we would like to provide information to your organization of the Department's COVID-19 Response to protect the health and safety of those incarcerated and those that work within the prisons every day.

The Department has taken extraordinary measures to reduce the likelihood of COVID-19 being transmitted into our prison population. These include stopping all visitation, restricting all volunteers, ending work crews and work release, and curtailing inmate transfers between facilities. Indiana Correctional Industries, our prison industry program, has suspended making many other items and is now focusing on the manufacture of Personal Protective Equipment (PPE).

To protect staff and offenders each facility is monitoring staff before they enter the facility for temperatures of 100.5 degrees or more. Staff are provided educational documents on infectious disease control such as cough etiquette, hand hygiene, and how to recognize and report infection within their surroundings. Continuous sanitation of commonly used staff items, such as keys and communication devices, is being performed to assure safe conditions for staff. Additionally, each staff member is issued a polypropylene mask. Lastly, staff have received training on the use of isolation for symptomatic inmates and contingency plans if there were a large number of simultaneously infected offenders.

To protect our inmate population, we have taken many measures such as the end of transfers between facilities, with the exception transfers in very special circumstances (such as medical or transfers from intake facilities). Offenders from intake units are isolated from the general population so that they may be medically cleared. This helps to reduce the chance of COVID-19 being introduced to facilities. As mentioned above, all work crews and work associated with work release programs have been suspended at this time.

We have a strike team at the ready to decontaminate areas, each facility has sanitation details continuously cleaning and disinfecting common areas, seeing that inmates have soap, providing polypropylene face masks, and that staff understand the importance of washing hands and maintaining healthy personal hygiene practices.

We are adhering to the CDC's interim guidance on the "Management of Coronavirus Disease 2019 (COVID-19) in Correctional and Detention Facilities" and we are following guidance given by the Indiana State Department of Health to distribute PPE to our staff and offenders.

The Department works closely with the Indiana State Department of Health (ISDH) to test those offenders exhibiting symptoms and those offenders who have been exposed to COVID-19 diagnosed offenders. Additionally, to quickly respond to potential cases, the Department has formed specialized data pulls which allow for tracking of offenders who could have been exposed. These offenders are placed in quarantine, monitored, and tested as necessary. Each facility has a designated area to quarantine offenders. Additionally, the Department is working with FSSA to assure that released offenders qualify for Medicaid and food stamps upon release from DOC facilities.

In an ongoing effort to monitor trends and coordinate responses, IDOC has daily meetings with Executive Staff and Wardens to discuss issues and next steps needed. All Wardens and Directors

receive updates from both ISDH and DOC's COVID response team. Further, all staff are invited twice a day to a webcast which outlines updates in policy and procedure, best practices for PPE usage, and COVID-19 trends.

You can find more about what the Department is doing to combat COVID-19 at <https://www.in.gov/idoc/3755.htm>.

These are difficult times that call for rational and informed decision-making, and require the cooperation of staff, inmates, family members, stakeholders and advocates alike. I appreciate the sentiment behind your inquiry and invite you to continue to share your ideas and support toward this mutual effort to slow and eventually stop the spread of COVID-19.

The Commissioner of the DOC, Robert Carter, would like to extend his telephone number to you if you would like to discuss further. His phone number is 317-498-6365.

Respectfully,

Sarah Schelle

Executive Director of Data Science and Analytics
Indiana Department of Correction
317-232-2249 (office)
317-741-6314 (cell)

From: [Schelle, Sarah](#)
To: [Julian Winborn](#)
Subject: IDOC COVID Response - Timeline and Actions Taken
Date: Friday, April 17, 2020 7:43:46 AM

Response Timeline:

- First meeting with the Gov on March 3.
- Started Friday March 6, daily all-warden calls.
- quarantine areas at each facility, kept wardens up to speed on the current CDC guidelines.
- Week of March 9, began ordering hand sanitizer material. Stopped outside visitation.
- Week of March 16, thinking more about PPE, obtained samples and began making prototype masks and gowns from bed sheet material and pillow material. The following week, we sourced mask material (N95) polypropylene to begin production.
- March 18, started first of weekly calls with Indiana sheriffs. PPE shortage for public safety and jails statewide. Dr. Dauss helped over 60 sheriffs.
- March 19, started weekly calls with county prosecutors, sheriffs, judges and the supreme court.
- March 20, full production of surgical style face masks, face shields and gowns. Goal of 250 per day.
 - The seven facilities with infected first got priority on PPE, then as PPE was made, now all are equipped.
- April 1, started any programming units with sewing machines to start making cloth masks.

Communications:

- Daily warden calls.
- Video messages from Dr. Dauss and other experts.
- Daily emails from me.
- Podcasts, 2 pr day three days a week to cover all shift.
- Emergency call center for employees to call with questions.

Staff Protections:

- Monitoring staff for temperatures of 100.5 or more
- Educational documents and training
 - Cough etiquette, hand hygiene, reporting and recognizing infection
- Face masks issued to all staff
- Ready access to alcohol based hand sanitizer and soap
- Training on isolation of symptomatic offenders and contingency plans in case wide spread infection

Offender Protections:

- Face masks issued to all offenders
- Ready access to alcohol based hand sanitizer and soap
- Disinfecting teams for common areas

- Social Network Analysis to trace offender contacts for quarantining and testing purposes

Interdepartmental Collaboration:

- ISDH – Strike team for concentrated testing
- FSSA – Assure released offenders are qualified for Medicaid and food stamps

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<https://www.in.gov/idoc/3755.htm>.

Respectfully,

Sarah Schelle

Executive Director of Data Science and Analytics

Indiana Department of Correction

317-232-2249 (office)

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From: [Julian Winborn](#)
To: "Schelle, Sarah"
Cc: "cherrishpryor@comcast.net"
Bcc: "eontv@sbcglobal.net"
Subject: RE: COVID-19 Response - IDOC
Date: Friday, April 17, 2020 4:08:52 PM

Hi Sarah,

Thank you for your thorough response to Representative Pryor's letter. She has a few more questions:

- Can you provide the number of staff and offenders that have been tested and a breakdown by facility?
- Someone reached out to her saying that Commissioner Carter believes that the virus is circulating through facility HVAC systems. Is that accurate information? If so, what steps are going to be taken to mitigate the virus spreading through those systems?

Thank you,

Julian Winborn

Internship Director

Legislative Assistant to:

Representative Ragen Hatcher

Representative Tonya Pfaff

Representative Cherrish S. Pryor

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From: Schelle, Sarah <[SSchelle@idoc.IN.gov](mailto:sschelle@idoc.IN.gov)>
Sent: Friday, April 17, 2020 7:38 AM
To: Julian Winborn <julian.winborn@iga.in.gov>
Subject: COVID-19 Response - IDOC

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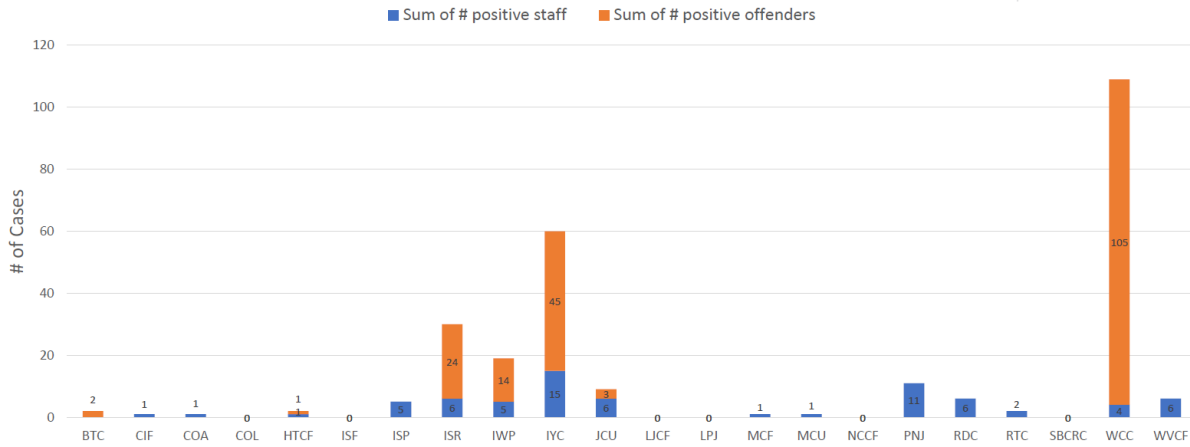
From: [Schelle, Sarah](#)
 To: [Julian, Weston](#)
 Co: [schelle@indocorrections.com](#)
 Subject: RE: COVID-19 Response - IDOC
 Date: Monday, April 20, 2020 7:27:30 AM
 Attachments: [mscaw011.png](#)

Information updated as of April 18, 2020 @ 1100



IDOC COVID-19 DATA

Staff and Offender Positive Cases



I am not aware of the Commissioner making a statement that he believes that COVID is being spread through the HVAC system. COVID is spread through infected droplets of saliva and the touch of contaminated areas followed by touching one's mouths, eyes, or nose. There is no widely accepted research that indicates that it is spread via HVAC systems.

Please let me know if you have any further questions.

Regards,
 Sarah