



SHERIFF-CORONER DEPARTMENT
COUNTY OF ORANGE
CALIFORNIA

SANDRA HUTCHENS
SHERIFF-CORONER

February 24, 2014

Priyah Kaul
University of Michigan Law School
c/o Prof. Margo Schlanger
910 Legal Research Building
T625 South State Street
Ann Arbor, Michigan 48109-1215

Re: Your request for:

- 1) Any current inmate handbook or manual (including any inmate orientation handbook or manual), system-wide or institution-specific.
- 2) All current inmate grievance regulations, policies, guidelines, manuals, directives, rules, etc., including general grievance policies/guidelines/etc. and specific grievance policies/guidelines/etc. relating to, for example, health care or sexual assault.
By “**grievance**” we mean any complaint about the substance or application of any written or unwritten policy, procedure, regulation, or rule of the Sheriff’s Office or any of its program units, or about the lack of a policy, procedure, regulation, or rule.
- 3) Any records, created or updated from 2003 to the present, tallying or reporting:
The number of grievances filed and resolved each year.
The categories or subject matter of grievances filed and resolved, and number of grievances in each subject matter category used (for instance, grievances related to food, health care, use of force, etc., and including both ordinary and “sensitive” complaints such as those involving allegations of staff misconduct)
Grievance outcomes or resolutions each year, by subject matter category and year.
The length of time to reach resolutions, either individually or on average, by category if available.
- 4) Any current policy for inmate mail or correspondence, including regular and legal mail, inmate receipt of newspapers, magazines, newsletters, and books.

Dear Mr. Kaul:

This letter is in response to your above-referenced request, received by the Support Services Division on Friday, February 14, 2014.

Because of the need for consultation with other division representatives having substantial interest in the determination of the request, the date for response to your request is extended, pursuant to

320 N. FLOWER STREET, SANTA ANA, CA 92703 (714) 834-6454

*Integrity without compromise, Service above self, Professionalism in the performance of duty,
Vigilance in safeguarding our community*

Government Code § 6253 (c) (3). We expect to make a determination of your request on or before Monday, March 10, 2014.

Please contact Systems Technician Kris Garcia at (714) 834-6480 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Kirk Wilkerson", with a long horizontal flourish extending to the right.

Kirk Wilkerson
Director/Chief Information Officer
Support Services Division

KW: kg

cc: Lt. Hallock, Media Relations