

STATE OF NEBRASKA

DEPARTMENT OF CORRECTIONAL SERVICES

Michael L. Kenney

Director



Dave Heineman
Governor

February 27, 2014

Greer Donley, Prison Information Project
c/o Professor Margo Schlanger
via email: prison.info.project@umich.edu

RE: Public Records Request

Dear Ms. Donley

I am writing in response to your request pursuant to Nebraska public records statutes (Neb. Rev. Stat. §§ 84-712 through 84-712.09), for copies of Nebraska Department of Correctional Services (NDCS) inmate orientation handbooks, policies pertaining to grievances and mail, and records of inmate grievances.

REQUEST 1: Any current prisoner handbook or manual (including any inmate orientation handbook or manual), system-wide or institution-specific.

Response:

Attached are inmate orientation handbooks from the:

Nebraska Correctional Center for Women (NCW) – Attachment #1A
Tecumseh State Correctional Institute (TSC) – Attachment #1B
Community Correctional Center-Lincoln (CCL) – Attachment #1C
Work Ethic Camp (WEC) – Attachment #1D
Omaha Correctional Center (OCC) – Attachment #1E
Lincoln Correctional Center (LCC) – Attachment #1F
Nebraska Correction Youth Facility (NCY) – Attachment #1G
Community Correctional Center – Omaha (CCO) – Attachment #1H
Nebraska State Penitentiary (NSP) – Attachment #1I
Diagnostic and Evaluation Center (DEC) – Attachment #1J

REQUEST 2: All current prisoner 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.

- If the attached document is the only and most current and complete policy, please indicate as such. If this is the case, there is no need to send a duplicate policy.

- By "**grievance**," we mean any grievance or complaint, whether formal or informal, whatever the subject matter.

Response: See Attachment #2

REQUEST 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.
- Statistics or data on length of time to resolve grievances, by subject matter category and year.
 - We are not requesting individual grievance records. We are only requesting records that summarize, aggregate, or compile grievance data.

Response: See Attachment #3

The NDCS does not have records responsive to this request dating back to 2003. The records we have begin in 2008 and are attached. The total number of grievances filed do not match the numbers in the Informal, Step I or Step II grievance categories because grievances could have been initiated at any of those levels. Also, the grievance category may change from one grievance level to the next.

REQUEST 4: Any current policy for prisoner mail or correspondence, including regular and legal mail, prisoner receipt of newspapers, magazines, newsletters, and books.

- If the attached document is the only and most current and complete policy, please indicate as such. If this is the case, there is no need to send a duplicate policy.

Response: See Attachment #4

Please contact me at 402-479-5901 if you have any questions or concerns.

Sincerely



Kathleen A. Blum
Nebraska Department of Correctional Services

XC: Director's Office File
Legal Office File