

May 6, 2021

Kevin Walby  
515 Portage Avenue  
WINNIPEG, MB R3B 2E9  
k.walby@uwinnipeg.ca

Dear Kevin Walby:

**Re: Access to Information Request CP 270-20G**

An access to information request was received in this office on March 1, 2021, requesting access to:

Information Distributed to Prisoners and Visitors

I am requesting all documents and electronic materials distributed to prisoners and visitors concerning COVID-19 measures taken in correctional institutions. Timeframe 2 (first 6 months): 1 March 2020 to 30 August 2020

On March 17, 2021 our office advised you the request had been placed on hold, pending clarification of the request details.

On March 22, 2021 our office received clarification revising the request details to:

Information Distributed to Prisoners and Visitors

I am requesting all documents and electronic materials distributed or posted within Centre's to prisoners and visitors concerning COVID-19 measures taken in correctional institutions. *1 March 2020 to 31 August 2020.*

On April 19, 2021 our office advised you that the 30-day response period has been extended an additional 30 days, and a response would be provided by May 19, 2021.

Enclosed are records responsive to your request.

Some of the records have been withheld from release in full pursuant to section 17(1)(a) of FOIP. For your information, I have included a reference to the above-noted section of FOIP.

A portion of the records were withheld from release pursuant to section 17(1)(a) of FOIP, which states:

*17(1) Subject to subsection (2), a head may refuse to give access to a record that could reasonably be expected to disclose:*

*(a) advice, proposals, recommendations, analyses or policy options developed by or for a government institution or a member of the Executive Council;*

If you would like to exercise your right to request a review of this decision, you may do so by completing a "Request for Review" form and forwarding it to the Saskatchewan Information and Privacy Commissioner within one year of this notice. Your completed form can be sent to #503 – 1801 Hamilton Street, Regina, Saskatchewan, S4P 4B4. This form is available at the same location which you applied for access or by contacting the Office of the Information and Privacy Commissioner at (306) 787-8350.

If you have any questions, please contact Isaac Mwenge, Information Management Consultant at 306-798-8067.

Yours truly,



Aaron Orban  
Executive Director, Access and Privacy Branch



**From:** Mark McFadyen  
Executive Director, Custody Services

**Date:** March 17, 2020

**To:** Adult and Youth Offenders Currently Serving  
Custody Dispositions in Saskatchewan

**Re:** **All Visits to Correctional and Young Offender Facilities Suspended to Prevent COVID-19**

Saskatchewan Corrections continues to work to ensure the mutual safety of the people in custody and the staff at this facility. In an effort to prevent the spread of Covid-19 within this facility, visits will be restricted at this time. For the safety of everyone, in-person personal visits are temporarily suspended.

Although encouraged to occur using other modes of communication, confidential in-person meetings with professional visitors (such as lawyers) will be accommodated as much as possible, without permitting direct personal contact when infrastructure allows.

Individuals in custody are encouraged to keep in contact with family and friends outside of the correctional centre using mail and telephone contact. To assist in this contact, adult offenders will be afforded two additional 10-minute calls per day starting March 18, 2020 (10:00 a.m start each day). Youth Offenders will be afforded one 20-minute call per day to approved contacts. Efforts will be made to ensure offenders have fair and reasonable access to telephone contact as appropriate.

We will continue to consult with Saskatchewan Public Health and other health experts about measures that will assist us in ensuring the health and safety of people at this facility during the current health crisis and will update you as circumstances evolve.

Thank you for you understanding and cooperation.

A handwritten signature in black ink, appearing to be "Mark McFadyen".

Mark McFadyen  
Executive Director, Custody Services

**From:** Chris Lyons  
Director  
Prince Albert Correctional Centre

**Date:** April 28, 2020

**Phone:**

**To:** Adult Custody Offenders

**Fax:**

**Re:** Custody, Supervision and Rehabilitation Services (CSRS) Response to COVID-19

I would like to provide an update on the actions being taken within our custody facilities in response to the COVID-19 pandemic and advise you that CSRS is committed to taking all necessary measures to protect the health and safety of offenders, staff and the public during this pandemic.

With respect to mitigating the risk of COVID-19 transmission within custody facilities, many infection, prevention and control activities have been implemented following recommendations from public health officials, ministry and Provincial Emergency Operation Centres, and Occupational Health and Safety. Please also be aware that we are continuously evaluating our precautionary measures and consulting with Public Health to ensure these measures are appropriate.

Precautionary measures implemented to date include enhanced cleaning protocols such as frequent cleaning of high traffic/high touch areas and the use of professional cleaning agencies to ensure a high level of cleanliness. Signage has been placed throughout the custody facilities advising of proper handwashing procedures and hand sanitizer is available for staff and offender use. Further, personal protective equipment (PPE) is available for staff use based on situational risk level, as recommended by public health officials, provincial government guidance and Occupational Health and Safety standards.

All new admissions are being screened for COVID-19 symptoms and are placed in assessment units for 14 days prior to being integrated into the general inmate population. Should an offender in the general inmate population show symptoms, isolation units have been established to prevent the spread of illness. With respect to staff, all are required to complete daily self-assessments under management supervision as well as follow hand washing /sanitizing protocols as recommended by Public Health. Staff are also aware of the requirement to stay home and to contact the local health authority for testing if experiencing symptoms consistent with COVID-19. Additionally, committees have been set up to address COVID-19 related issues in all facilities and staff are receiving regular

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communications on the appropriate prevention and infection control measures as the situation changes.

CSRS has worked closely with court services, offender transport and police agencies to develop reduced risk transport procedures. These include the use of video court appearance whenever possible in place of court transports, new custody admissions are to arrive with a pre-screening form completed and wearing a protective mask if required, and all non-essential appointments in the community are being rescheduled. Protocols for offenders discharged from custody facilities with unresolved COVID-19 symptoms have been developed; however, to date no offenders in provincial custody have been confirmed as having COVID-19.

All professional and personal visits have been suspended until further notice; however, to ensure adequate personal support at this time, an additional free daily call has been added to the Telmate system for each offender. Calls to Elders and Chaplains are also free, non-recorded and facilitated on an individual basis. The majority of group programming has been suspended, although some programming has continued where safe physical distancing is possible and individualized programming and activities are being provided. Medical and psychiatric appointments continue to be provided as per established practice and contingency plans have been put in place to conduct video appointments with physicians should the need arise.

We thank you for your patience and understanding during this difficult time. Please be assured that the health and safety of everyone in our custody facilities is our primary concern and we are working diligently to manage the additional challenges that the COVID-19 pandemic has created. Should you have any questions or concerns, please do not hesitate to request assistance from a staff member or supervisor.

Sincerely,



Chris Lyons  
Director  
Prince Albert Correctional Centre

cc: DD, Operations  
DD, Programs  
Unit ADDP's



**From:** Pat Sommervill  
Director

**Date:** 29 April 2020

**Phone:** 306-956-8801

**Fax:** 306-931-0811

**To:** SCC Inmates

**File:**

**Re: CSRS and Saskatoon Correctional Centre's (SCC) Response to COVID-19**

I would like to provide an update on the actions being taken within all custody facilities in response to the COVID-19 pandemic and the Saskatoon Correctional Centre in particular. I also want to advise you that Custody, Supervision and Rehabilitation Services (CSRS) is committed to taking all necessary measures to protect the health and safety of inmates, staff and the public during this pandemic.

With respect to reducing the risk of COVID-19 transmission within custody facilities, many prevention and control activities have been implemented following recommendations from public health officials, Ministry of Corrections and Policing, Provincial Emergency Operation Centres, and Occupational Health and Safety (OHS). Please be aware that we are continuously evaluating our precautionary measures and consulting with Public Health to ensure these measures are appropriate and adjusting as required.

Precautionary measures implemented to date include: enhanced cleaning protocols such as frequent cleaning of high traffic/high touch areas: extra unit cleaners and an additional BSW crew; and, the use of professional cleaning agencies to ensure a high level of cleanliness i.e. weekly disinfectant fogging. Signage has been placed throughout the Centre advising of proper handwashing procedures and hand sanitizer is available for both staff and inmate use. Further, personal protective equipment (PPE) is available for staff use based on situational risk level, as recommended by public health officials, provincial government guidance and Occupational Health and Safety standards.

All new admissions are being screened for COVID-19 symptoms and are placed in assessment units for 14 days prior to being integrated into the general inmate population. Should an offender in the general inmate population show symptoms, isolation units have been established to prevent the spread of illness. With respect to staff, all are required to complete daily self-assessments as well as follow hand washing /sanitizing protocols as recommended by Public Health. A disinfectant mat has also been installed at the front of the Centre and all staff are required to pass through the mat prior to entering the secure envelope of the Centre. Staff are also aware of the requirement to stay home and to contact the local health authority for testing if experiencing symptoms consistent with COVID-19. Additionally, our SCC COVID-19 Response Team, consisting of managers, front line staff and a senior nurse, has been set up and operating for the last 8 weeks to address COVID-19 related issues in the Centre and staff are receiving regular communications on the appropriate prevention and infection control measures as the situation changes.

CSRS has worked closely with court services, offender transport and police agencies to develop reduced risk transport procedures. These include the use of video court appearance whenever possible in place of court transports, new custody admissions are to arrive with a pre-screening form completed and wearing a protective mask if required, and all non-essential appointments in the community are being rescheduled. Protocols for inmates discharged from custody facilities with unresolved COVID-19 symptoms have been developed; however, to date no offenders in provincial custody have been confirmed as having COVID-19.

All professional and personal visits have been suspended until further notice; however, to ensure adequate personal support at this time, an additional free daily call has been added to the Telmate system for each offender. Calls to Elders and Chaplains are also free, non-recorded and facilitated on an individual basis. The majority of group programming has been suspended, although some programming provided by our Program Facilitators has continued where safe physical distancing is possible and individualized programming and activities are being provided. Our Cultural Coordinator, remains available to assist with cultural needs, resources for outside agencies and counselling needs. We have also received donations including writing paper, pencils, soap and informational pamphlets which were recently distributed. Our Teacher Therapists, continue to work one to one with inmates on their educational needs as well as our Employment Coordinator who is providing employment assistance as needed. Courage to Change (C2C) booklets has been afforded to all sentence inmates in all areas of the Centre to address needs and provide meaningful activity. Also, other activities and resources have been provided through our Activities Coordinator including: crossword books, jigsaw puzzles, more books and DVD players in some units/areas. Bingo and painting classes are also being scheduled in some areas. Medical and psychiatric appointments continue to be provided as per established practice and contingency plans have been put in place to conduct video appointments with physicians should the need arise.

We thank you for your patience and understanding during this difficult time. Please be assured that the health and safety of everyone in our custody facilities is our primary concern and we are working diligently to manage the additional challenges that the COVID-19 pandemic has created. Should you have any questions or concerns, please do not hesitate to request assistance from a staff member or supervisor.

Sincerely,



Pat Sommervill  
Director

CC: Bryce DeJong, Director Adult Custody Services

**From: Julien Hulet**  
Director  
Regina Correctional Centre

**Date: April 29, 2020**

**Phone:**

**To: Regina Correctional Centre Offender**

**Fax:**

**Re: Custody, Supervision and Rehabilitation Services (CSRS) Response to COVID-19**

I would like to provide an update on the actions being taken within the Regina Correctional Centre, as well as other custody facilities in response to the COVID-19 pandemic and advise you that CSRS is committed to taking all necessary measures to protect the health and safety of offenders, staff and the public during this pandemic.

With respect to mitigating the risk of COVID-19 transmission within custody facilities, many infection, prevention and control activities have been implemented following recommendations from public health officials, ministry and Provincial Emergency Operation Centres, and Occupational Health and Safety. Please also be aware that we are continuously evaluating our precautionary measures and consulting with Public Health to ensure these measures are appropriate.

Precautionary measures implemented to date include enhanced cleaning protocols such as frequent cleaning of high traffic/high touch areas and the use of professional cleaning agencies to ensure a high level of cleanliness. Signage has been placed throughout the custody facilities advising of proper handwashing procedures and hand sanitizer is available for staff and offender use. Further, personal protective equipment (PPE) is available for staff use based on situational risk level, as recommended by public health officials, provincial government guidance and Occupational Health and Safety standards.

All new admissions are being screened for COVID-19 symptoms and are placed in assessment units for 14 days prior to being integrated into the general inmate population. Should an offender in the general inmate population show symptoms, isolation units have been established to prevent the spread of illness. With respect to staff, all are required to complete daily self-assessments under management supervision as well as follow hand washing /sanitizing protocols as recommended by Public Health. Staff are also aware of the requirement to stay home and to contact the local health authority for testing if experiencing symptoms consistent with COVID-19. Additionally, committees have been set up to address COVID-19 related issues in all facilities and staff are receiving regular

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communications on the appropriate prevention and infection control measures as the situation changes.

CSRS has worked closely with court services, offender transport and police agencies to develop reduced risk transport procedures. These include the use of video court appearance whenever possible in place of court transports, new custody admissions are to arrive with a pre-screening form completed and wearing a protective mask if required, and all non-essential appointments in the community are being rescheduled. Protocols for offenders discharged from custody facilities with unresolved COVID-19 symptoms have been developed; however, to date no offenders in provincial custody have been confirmed as having COVID-19.

All professional and personal visits have been suspended until further notice; however, to ensure adequate personal support at this time, an additional free daily call has been added to the Telmate system for each offender. Calls to Elders and Chaplains are also free, non-recorded and facilitated on an individual basis. The majority of group programming has been suspended, although some programming has continued where safe physical distancing is possible and individualized programming and activities are being provided. Medical and psychiatric appointments continue to be provided as per established practice and contingency plans have been put in place to conduct video appointments with physicians should the need arise.

We thank you for your patience and understanding during this difficult time. Please be assured that the health and safety of everyone in our custody facilities is our primary concern and we are working diligently to manage the additional challenges that the COVID-19 pandemic has created. Should you have any questions or concerns, please do not hesitate to request assistance from a staff member or supervisor.

Sincerely,

A handwritten signature in black ink, appearing to read "Julien Hulet". The signature is fluid and cursive, with a large initial "J" and "H".

Julien Hulet  
Director

c.c. Unit ADDPs

**From:** Trent Skrudland, Director  
Pine Grove Correctional Centre

**Date:** April 29, 2020

**To:** Adult Custody Offenders

**Re:** Custody, Supervision and Rehabilitation Services (CSRS) Response to COVID-19

I would like to provide an update on the actions being taken within Pine Grove Correctional Centre as well as the other custody facilities in response to the COVID-19 pandemic and advise you that CSRS is committed to taking all necessary measures to protect the health and safety of offenders, staff and the public during this pandemic.

With respect to mitigating the risk of COVID-19 transmission within custody facilities, many infection, prevention and control activities have been implemented following recommendations from public health officials, ministry and Provincial Emergency Operation Centres, and Occupational Health and Safety. Please also be aware that we are continuously evaluating our precautionary measures and consulting with Public Health to ensure these measures are appropriate.

Precautionary measures implemented to date include enhanced cleaning protocols such as frequent cleaning of high traffic/high touch areas and the use of professional cleaning agencies to ensure a high level of cleanliness. Signage has been placed throughout the custody facilities advising of proper handwashing procedures and hand sanitizer is available for staff and offender use. Further, personal protective equipment (PPE) is available for staff use based on situational risk level, as recommended by public health officials, provincial government guidance and Occupational Health and Safety standards.

All new admissions are being screened for COVID-19 symptoms and are placed in assessment units for 14 days prior to being integrated into the general inmate population. Should an offender in the general inmate population show symptoms, isolation units have been established to prevent the spread of illness. With respect to staff, all are required to complete daily self-assessments under management supervision as well as follow hand washing /sanitizing protocols as recommended by Public Health. Staff are also aware of the requirement to stay home and to contact the local health authority for testing if experiencing symptoms consistent with COVID-19. Additionally, a committee has been set up to address COVID-19 related issues within our facility and staff are receiving regular

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communications on the appropriate prevention and infection control measures as the situation changes.

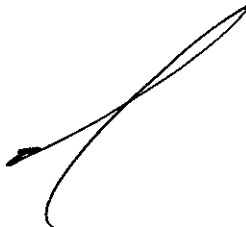
CSRS has worked closely with court services, offender transport and police agencies to develop reduced risk transport procedures. These include the use of video court appearance whenever possible in place of court transports, new custody admissions are to arrive with a pre-screening form completed and wearing a protective mask if required, and all non-essential appointments in the community are being rescheduled. Protocols for offenders discharged from custody facilities with unresolved COVID-19 symptoms have been developed; however, to date no offenders in provincial custody have been confirmed as having COVID-19.

All professional and personal visits have been suspended until further notice; however, to ensure adequate personal support at this time, an additional free daily call has been added to the Telmate system for each offender. Calls to Elders and Chaplains are also free, non-recorded and facilitated on an individual basis. The majority of group programming has been suspended, although some programming has continued where safe physical distancing is possible and individualized programming and activities are being provided. Medical and psychiatric appointments continue to be provided as per established practice and contingency plans have been put in place to conduct video appointments with physicians should the need arise.

We thank you for your patience and understanding during this difficult time. Please be assured that the health and safety of everyone in our custody facilities is our primary concern and we are working diligently to manage the additional challenges that the COVID-19 pandemic has created. Should you have any questions or concerns, please do not hesitate to request assistance from a staff member or supervisor.

Sincerely,

Trent Skrudland,  
Director





**From:** Linda Shynkaruk and Tracy Hopkins

**Date:** April 30, 2020

**Phone:** 306-440-4100

**To:** Adult Custody Offenders/Patients

**Re:** Custody, Supervision and Rehabilitation Services (CSRS) Response to COVID-19

We would like to provide an update on the actions being taken within the provincial custody facilities in response to the COVID-19 pandemic and advise you that CSRS is committed to taking all necessary measures to protect the health and safety of offenders/patients, staff and the public during this pandemic. Saskatchewan Hospital North Battleford Integrated Correctional Facility is also under the umbrella of the Saskatchewan Health Authority which adds an additional layer of health and safety for the patients admitted to this facility.

With respect to mitigating the risk of COVID-19 transmission within custody facilities, many infection, prevention and control activities have been implemented following recommendations from public health officials, ministry and Provincial Emergency Operation Centres, and Occupational Health and Safety. Please also be aware that we are continuously evaluating our precautionary measures and consulting with Public Health to ensure these measures are appropriate.

Precautionary measures implemented to date include enhanced cleaning protocols such as frequent cleaning of high traffic/high touch areas, additional cleaning of surfaces including offender/patient phones, counter tops, tables and chairs is carried out on the units by environmental services, health and corrections staff and patients at SHNB. Signage has been placed throughout the custody facilities and throughout SHNB advising of proper handwashing procedures and hand sanitizer is available for staff and offender/patient use. Further, personal protective equipment (PPE) is available for staff use based on situational risk level, as recommended by public health officials, provincial government guidance and Occupational Health and Safety standards. Furthermore, direction has been provided by the Saskatchewan Health Authority that SHNB staff will be required to wear surgical masks at all times when in public areas and on the units.

There are no new admissions to the secure units at SHNB at this time as a precautionary measure. All new admissions at the other provincial custody facilities are being screened for COVID-19 symptoms and are placed in assessment units for 14 days prior to being integrated into the general inmate population. Should an offender in the general inmate population show symptoms, isolation units have been established to prevent the spread

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of illness. Patients at SHNB will also be isolated should they display symptoms and monitoring will be carried out. With respect to staff, all are required to complete daily self-assessments under management supervision as well as follow hand washing /sanitizing protocols as recommended by Public Health. Staff are also aware of the requirement to stay home and to contact the local health authority for testing if experiencing symptoms consistent with COVID-19. An additional measure is in place at SHNB where all staff starting and leaving their shift will have their temperature taken as well as respond to self-assessment screening.

Additionally, committees have been set up to address COVID-19 related issues in all facilities and staff are receiving regular communications on the appropriate prevention and infection control measures as the situation changes.

CSRS has worked closely with court services, offender transport and police agencies to develop reduced risk transport procedures. These include the use of video court appearance whenever possible in place of court transports, new custody admissions are to arrive with a pre-screening form completed and wearing a protective mask if required, and all non-essential appointments in the community are being rescheduled. Protocols for offenders discharged from custody facilities with unresolved COVID-19 symptoms have been developed; however, to date no offenders in provincial custody have been confirmed as having COVID-19.

All professional and personal visits have been suspended until further notice; however, to ensure adequate personal support at this time, an additional free daily call has been added to the Telmate system for each offender. Calls to Elders and Chaplains are also free, non-recorded and facilitated on an individual basis. The majority of group programming has been suspended, although some programming has continued where safe physical distancing is possible and individualized programming and activities are being provided. Medical and psychiatric appointments continue to be provided as per established practice and contingency plans have been put in place to conduct video appointments with physicians should the need arise. SHNB has medical professionals on site and patient physical and mental health needs will be addressed as required.

We thank you for your patience and understanding during this difficult time. Please be assured that the health and safety of everyone in our custody facilities and more specifically all of those at SHNB is of primary concern and we are working diligently to manage the additional challenges that the COVID-19 pandemic has created. Should you have any questions or concerns, please do not hesitate to request assistance from a staff member or manager.

Sincerely,



Linda Shynkaruk, Director of SHNB

Tracy Hopkins, Director of Correctional Operations, SHNB

cc: Bryce Dejong