



**New York State Correctional Officers
& Police Benevolent Association, Inc.**

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March 19, 2020

Mr. Anthony Annucci
Acting Commissioner, NYS DOCCS
1220 Washington Ave; Building 9
Albany, NY 12226

This correspondence is to formalize several conversations between Executive Deputy Commissioner Martuscello and Deputy Commissioner of Community Supervision Enright regarding protocol for Parole Offices as it pertains to the COVID-19 pandemic. DOCCS employees should not have to worry about their own employer's complacent approach to containing the spread of an infectious disease that they could ultimately contract at work, could cause them grievous harm or death, and could be unknowingly brought home to their families and loved ones.

Therefore, in the absence of a stronger response by DOCCS, NYSCOPBA has given careful consideration to the protections of its members, and makes the following demands of DOCCS:

- That DOCCS implements immediate and uniform sanitization procedures as recommended by the Center for Disease Control for all Parole Offices. This should include posted sanitization procedures at each location and a schedule of completion to include the date and time the procedures were followed.
- That DOCCS staggers, restricts or reduces the number of parolees scheduled for Parole Office appointments and immediately implement social distancing recommendations until such time as the Centers for Disease Control and Prevention ("CDC") and the WHO declare that COVID-19 has been fully contained.
- That, in the event that DOCCS is incapable of providing COVID-19 testing for employees, it provide employees with release time, without charge to sick leave accruals, for purposes of obtaining medical testing from their primary care or emergency care physicians.
- That DOCCS immediately provide to all of its employees personal protective equipment ("PPE"), respiratory equipment, sanitizing agents, gloves, and other protective apparatuses as outlined in Directive 2121 (entitled "Personal Protective Equipment"), Directive 4068 (entitled "Respiratory Protection Program"), etc., for protection against COVID-19.
- That DOCCS provide immediate training to all employees and inmates on COVID-19 and how to protect themselves and their work/living environments from its spread.
- That DOCCS develop proper and uniform protocol for processing and the searching of parolees who exhibit symptoms of COVID-19 or claim to have been exposed to a person confirmed to have COVID-19.

- That DOCCS provide heightened screening for COVID-19 infection to all official visitors, independent contractors, or other similarly situated persons attempting to enter a Parole Office.

NYSCOPBA does not consider this to be an exhaustive list of all its demands, as the situation evolves, and all the steps that DOCCS should be taking. Furthermore, NYSCOPBA is assessing all legal and other avenues necessary to protect its membership. We are hopeful that the Department takes immediate action to reduce the potential spread of COVID-19 infection within its facilities.

NYSCOPBA stands at the ready to assist the Department with all that it may need to help achieve these goals.

Sincerely,

A handwritten signature in black ink that reads "Michael B. Powers". The signature is written in a cursive, flowing style.

Michael B. Powers
President

cc: Mr. Daniel Martuscello, Executive Deputy Commissioner
Ms. Anna Enright, Deputy Commissioner of Community Supervision