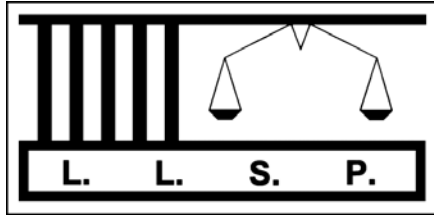


# LAW LIBRARY SERVICE TO PRISONERS

## 2019 ANNUAL REPORT



State Law Library, Minnesota Judicial Center, Room G25  
25 Rev. Dr. Martin Luther King Jr. Blvd.  
St. Paul, Minnesota 55155-6102 (651) 297-4969

### 2019 Index

9479	DOC inmates (as of 01/01/2019)
92	MCF prison visits
8868	Estimated miles travelled
1233	Inmate interviews
2595	Individual inmates assisted
40509	Inmate requests processed

**T**he mission of LLSP is to provide law library service to inmates incarcerated in Minnesota. We do this by providing access to legal materials, both at the correctional facilities and the Minnesota State Law Library (MSLL). Circuit-riding prison law librarians, based at MSLL, conduct monthly visits at eight adult correctional facilities to meet with inmates. Questions that cannot be answered on-site using the prison collections of core legal materials are researched at MSLL. Inmates write or call LLSP for assistance with their legal research. We also provide law library services to Minnesota Department of Corrections (DOC) inmates housed in other facilities, such as county jails, state hospitals, and other states. In addition, we offer law library service to DOC staff.

**L**LSP, funded by an inter-agency agreement between the State Law Library and the Department of Corrections, began as a pilot project in 1984. Today, the staff includes: full-time librarians Jean Anderson, and Stephanie Thorson, half-time librarian Susan Trombley, and a part-time clerk, Deb

Kitzman. It was an anniversary year. In 2019 Jean Anderson marked her 10<sup>th</sup> anniversary with LLSP. Prior to her employment, Jean was an intern with LLSP.

**O**verview of 2019. The Department of Corrections strives to make inmate legal research services and materials as consistent and uniform as possible in all Minnesota correctional facilities.

Throughout 2019, the staff of LLSP continued working closely with DOC staff to implement this goal.

LLSP librarians attend many trainings throughout the year to hone their skills and keep current with trends in both court and correctional operations. Some of the trainings the librarians attended in 2019 include:

- Active Shooter Training;
- Veterans and Post-Traumatic Stress Disorder;
- Mental Health in the Workplace;
- Working with Clients with Autism;
- Sovereign Citizens;
- 1983 Actions sponsored by the Minnesota State Bar Association;
- Wrongful Conviction;
- Sex Offender Residency Restrictions Symposium;

- When Someone is a Danger to Self or Others;
- The New Juvenile Protection Rules
- Minnesota Association of Law Librarians Spring Meeting

Besides continuing education trainings, the LLSP librarians all belong to MALL, the Minnesota Association of Law Librarians. Additionally, Susan Trombley serves as Chair of the MALL Exchange Committee. Susan also serves as a non-voting member of the Minnesota State Bar Associations Criminal Law Section.

In response to requests from facility librarians, LLSP embarked on two new pilot projects in the second half of 2019. First, LLSP began receiving kites from the facility via email for those facilities who wanted to implement the service. Additionally, LLSP began keeping more detailed statistics about the topics being requested.

Some highlights from the six months of data include:

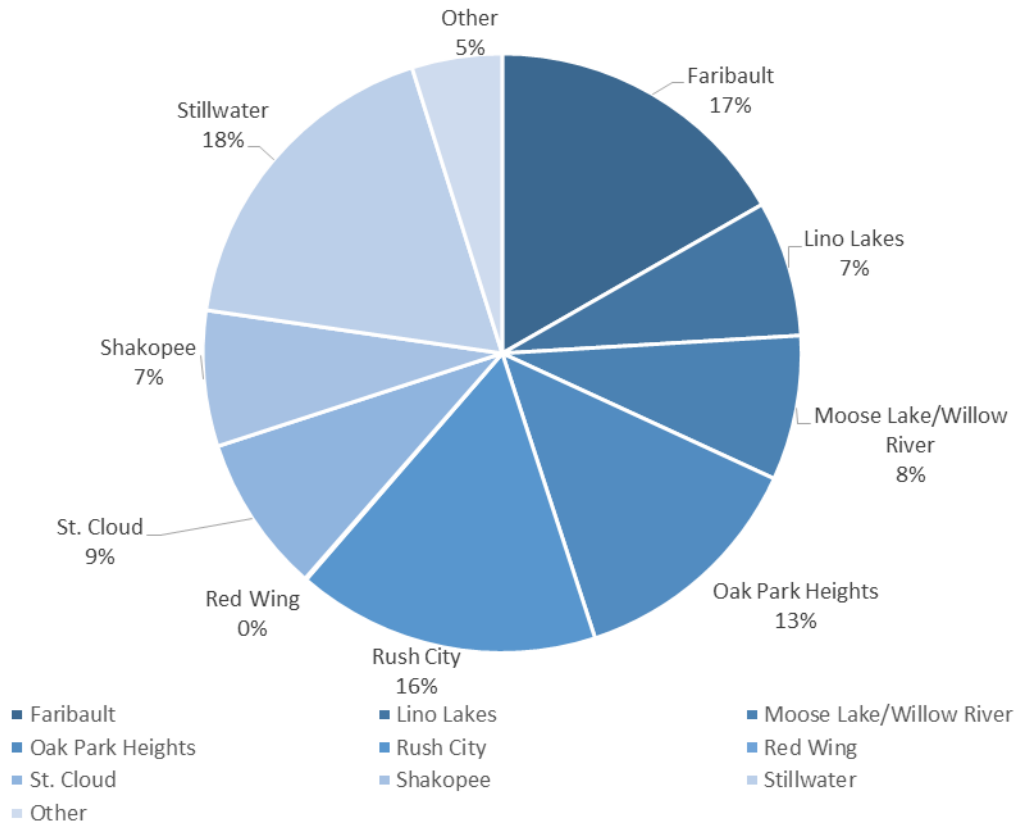
- Criminal law is the most frequently requested subject; Conditions of

Confinement are the second most requested; Family law rounds out the top three request categories.

- Inmate requests are also not just a single interaction. Often it is a back and forth with librarians providing a digested list of resources for an inmate to choose from. Citation requests are one of the most common requests answered. These citations come from cases they have read or are part of their on-going topical research.
- During the pilot (which ran for six months of this reporting cycle) LLSP received approximately 4,000 kites. Librarians answered 11,777 questions and provided approximately 20,000 items to inmates.

**C**onclusion. LLSP's priority is to provide the best possible service at the least possible cost. By educating inmates and providing access to the legal information LLSP provides meaningful legal access.

### Distribution of Total Inmate Requests by Facility 2019



**ABBREVIATIONS FOR CORRECTIONAL FACILITIES USED ABOVE AND BELOW:**

FRB - Faribault, LL – Lino Lakes, ML – Moose Lake/Willow River, OPH – Oak Park Heights, RC – Rush City, RW – Red Wing, STC - St. Cloud, SHK – Shakopee, STW – Stillwater, UC/DOC – Minnesota Under Contract and Department of Corrections Staff

### Requests Processed by Facility in 2019

