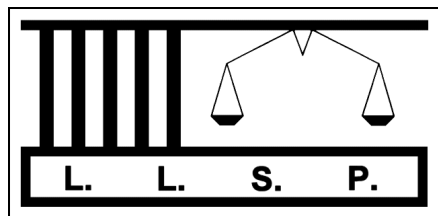


LAW LIBRARY SERVICE TO PRISONERS

2020 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

2020 Index

9,381	DOC inmates (as of 01/01/2020)
8,330	DOC inmates (as of 07/01/2020)
17	MCF prison visits
707	Phone calls
1,446	Estimated miles travelled
241	Inmate interviews
2,153	Individual inmates assisted
37,473	Inmate requests processed

The mission of LLSP is to provide law library service to inmates incarcerated in Minnesota. We achieve this mission 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, other states, and DOC staff.

LLLSP, 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 Kitzmann. In 2020 we marked Stephanie Thorson's 20th anniversary with LLSP.

Overview of 2020. 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 2020, the staff of LLSP continued working closely with DOC staff to implement this goal.

As with most organizations, the COVID outbreak resulted to some changes to our service. In the middle of March 2020, in-person prison visits stopped and have not resumed. A 2019 pilot project in which kites are received from facility librarians as an email scan, became the easiest way for inmates to request information. As LLSP staff pivoted to alternate work schedules and locations there was minimal disruption in service. For the first few months there was minimal phone availability but by July, LLSP was back to answering the phone on a regular schedule. Also, since there are no longer in person visits, LLSP now mails weekly rather than every other week.

As the LLSP offices are on the capitol complex, there was also a slight disruption of service during the civil unrest over the summer and fall.

Highlights of 2020: In January 2020, the LLSP Librarians met with the DOC Ombuds, Mark Haase, as he began setting up his office. Jean Anderson also spread the word about LLSP speaking at a CALCO (Capitol Area Library Consortium) meeting.

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 2020 include:

- Minnesota Association of Law Librarians Spring and Fall Meetings
- Barriers to Reentry Conference
- Accessing Law Enforcement Data
- *McGirt v. Oklahoma* CLE

In addition to continuing education trainings, the LLSP librarians all belong to the Minnesota Association of Law Librarians (MALL). Susan Trombley serves as Co-Chair of the MALL Newsletter Committee. Susan also serves as a non-voting member of the Minnesota State Bar Associations Criminal Law Section.

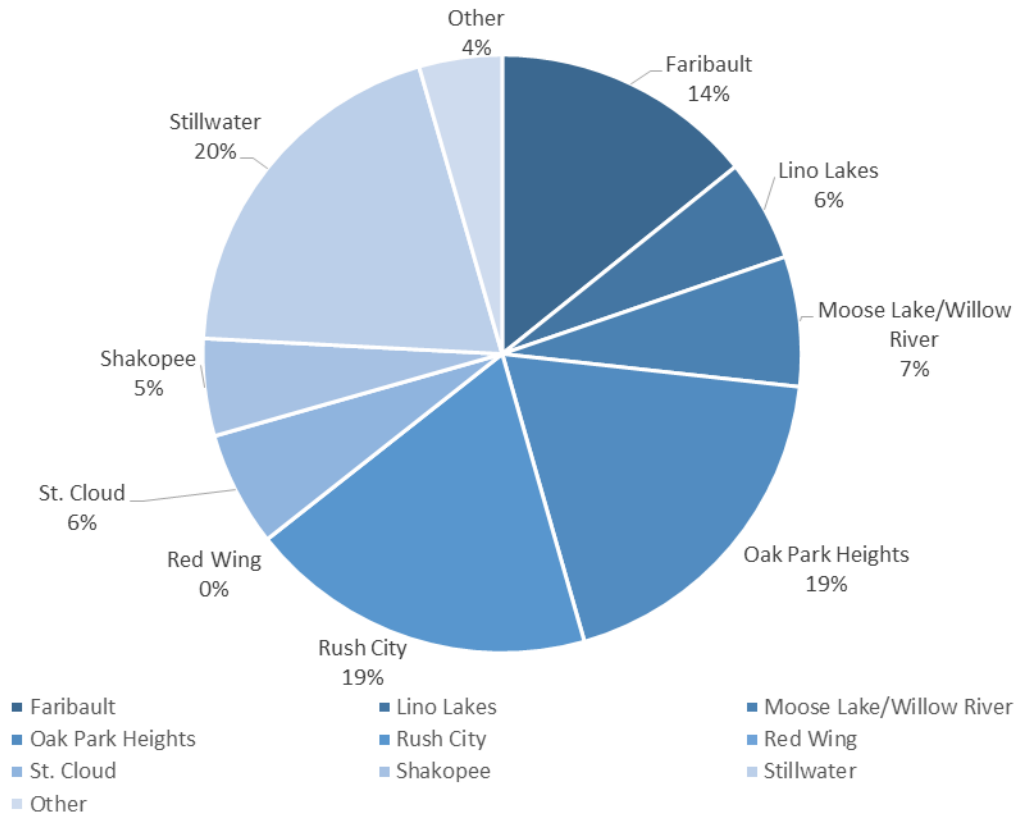
We have continued with our 2019 goal of tracking the topics inmates are requesting. This is especially useful to help ensure the core collections meet the inmates' basic legal needs. For our first full year of tracking requests we have learned the following:

- Citation requests are the biggest category and this includes case citations, law reviews and other states' statutes that are not available in the facilities.
- Criminal law questions, "Other" and those related to conditions of confinement round out the top four.

The "Other" topic includes court and government addresses as well Powers of Attorney. As we continue to gather statistics, we will review requests that are categorized as "other" to determine if new categories are needed.

Conclusion. LLSP's priority is to provide the best possible service at the least possible cost. By continuing to educate inmates and provide access to legal information LLSP provides meaningful legal access.

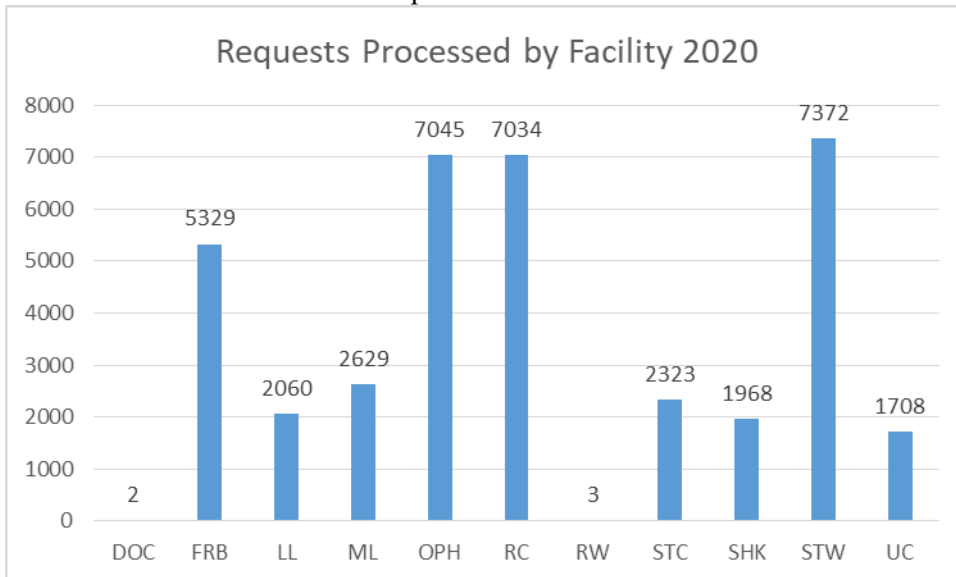
Distribution of Total Inmate Requests by Facility 2020



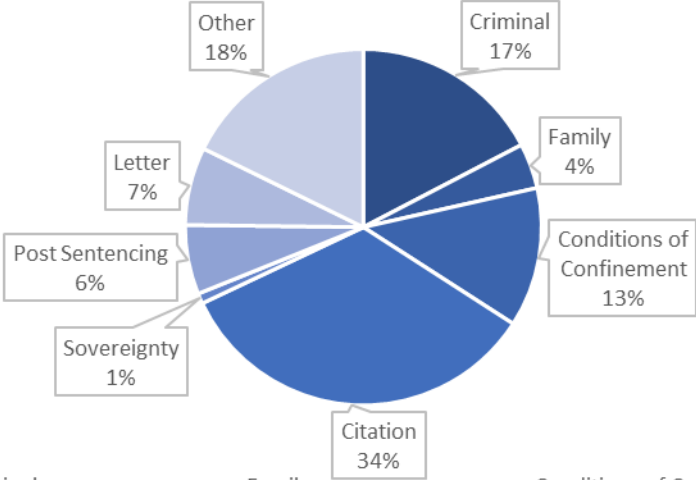
ABBREVIATIONS FOR CORRECTIONAL FACILITIES USED ABOVE AND BELOW:

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 2020



Types of requests answered 2020



- Criminal
- Family
- Conditions of Confinement
- Citation
- Sovereignty
- Post Sentencing
- Letter
- Other