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UNITED STATES DISTRICT COURT
DISTRICT OF OREGON
PORTLAND DIVISION

PRISON LEGAL NEWS, a project of the
HUMAN RIGHTS DEFENSE CENTER,
Plaintiff,

v.

COLUMBIA COUNTY; COLUMBIA
COUNTY SHERIFF'S OFFICE; JEFF
DICKERSON, individually and in his capacity
as Columbia County Sheriff,
Defendants.

No. 3:12-CV-71-SI

DECLARATION OF KATHERINE C.
CHAMBERLAIN IN SUPPORT OF
PLAINTIFF'S MOTIONS FOR
SUMMARY JUDGMENT

I, Katherine Chamberlain, declare as follows:

I am one of the attorneys for Plaintiff Prison Legal News. I am over the age of 18, and am competent to testify.

1. **Exhibit 1** is a true copy of a postcard obtained from the Columbia County Jail during the Site Inspection and FRCP 30(b)(6) Deposition of Sergeant Raquel Miller, taken by Plaintiff on May 8 and 9, 2012. This document is Deposition Exhibit 4.

2. **Exhibit 2** is a true copy of the Columbia County Sheriff's Office's Memorandum of Understanding, dated March 23, 2010, titled "Mail Procedure Changes." This memorandum is on letterhead and is signed by Sergeant Bryan L. Cutright, Sr. This is Deposition Exhibit 102.

3. **Exhibit 3** is a true copy of the Columbia County Sheriff's Office's Memorandum of Understanding, dated March 23, 2010, titled "Mail Procedure Changes." This memorandum is not on letterhead and is not signed. This document is Deposition Exhibit 11.

4. **Exhibit 4** is a true copy of the imprint of a stamp titled "Inspected by Columbia County Jail" that Plaintiff obtained during the May 9, 2012, Jail Inspection and FRCP 30(b)(6) Deposition of Sergeant Raquel Miller. This document is Deposition Exhibit 2.

5. **Exhibit 5** is a true copy of email correspondence between Columbia County Jail Sergeant Bryan Cutright and Undersheriff Andrew Moyer, dated July 11, 2011. This document is Deposition Exhibit 129.

6. **Exhibit 6** is a true copy of email correspondence between Columbia County Jail Sergeant Bryan Cutright and Jeff Mansheim, dated March 17 and 18, 2010. This document is an excerpt from Deposition Exhibit 95.

7. **Exhibit 7** is a true copy of copy of information on the Columbia County Sheriff's Office website (www.co.columbia.or.us/sheriff) on January 19, 2012. This document is Deposition Exhibit 12.

8. **Exhibit 8** is a true copy of information on the Columbia County Sheriff's Office website (www.co.columbia.or.us/sheriff) on May 7, 2012. This document is Deposition Exhibit 96.

9. **Exhibit 9** is a true copy of information on the Columbia County Sheriff's Office website (www.co.columbia.or.us/sheriff) on May 21, 2012. This document is Deposition Exhibit 97.

10. **Exhibit 10** is a true copy of information on the Columbia County Sheriff's Office website (www.co.columbia.or.us/sheriff) on June 7, 2012. This document is a Deposition Exhibit 98.

11. **Exhibit 11** is a true copy of information on the Columbia County Sheriff's Office website (www.co.columbia.or.us/sheriff) on June 13, 2012.

12. **Exhibit 12** is a true copy of information on the Columbia County Sheriff's Office website (www.co.columbia.or.us/sheriff) on July 3, 2012. This document is Deposition Exhibit 99.

13. **Exhibit 13** is a true copy of Columbia County Sheriff's Office Inmate Grievance Form 000408 by James Bennett, received by the Jail on November 2, 2011, and the Jail's response dated November 21, 2011. This document is Deposition Exhibit 126.

14. **Exhibit 14** is a true copy of Columbia County Sheriff's Office Inmate Grievance Form No. 00210 by prisoner James Bennett, received by the Jail on April 20, 2011, and the Jail's response. This document is Deposition Exhibit 93.

15. **Exhibit 15** is a true copy of email correspondence between Sergeant Rocky Miller and Sheriff Jeffrey Dickerson regarding prisoner Brad Berg's Grievance, dated December 22, 2011; Columbia County Sheriff's Office Inmate Grievance Form No. 00414, received by the Jail on November 22, 2011, and the Jail's response; and a Columbia County Jail Inmate Request form by Mr. Berg dated December 11, 2011, and the Jail's response. These documents are excerpts from Deposition Exhibit 152.

16. **Exhibit 16** is a true copy of a memorandum titled "Postcard Grievance Response Template" from Deputy Lutt to prisoner Reynold Chapin, dated May 5, 2011. This document is Deposition Exhibit 92.

17. **Exhibit 17** is a true copy of Columbia County Sheriff's Office Inmate Grievance Form 000438 by Steven Lee Adams, received by the Jail in January 2012, and the Jail's response dated January 18, 2012. This document is Deposition Exhibit 42.

18. **Exhibit 18** is a true copy of Columbia County Sheriff's Office Inmate Grievance Form 000439 by prisoner James Gonzalez, received by the Jail on January 14, 2012. This document is Deposition Exhibit 125.

19. **Exhibit 19** is a true copy of Columbia County Sheriff's Office Inmate Request Form by prisoner Robert Clement, received by the Jail on December 15, 2011, and the Jail's response. This document is Deposition Exhibit 61.

20. **Exhibit 20** is a true copy of Columbia County Jail Inmate Request Form by prisoner Brad Berg, received by the Jail on December 23, 2011, and the Jail's response dated December 25, 2011. This document is Deposition Exhibit No. 27.

21. **Exhibit 21** is a true copy of a Columbia County Sheriff's Office Mail Violation Notice regarding mail addressed to prisoner John Weisenberger, dated October 24, 2011. This document is Deposition Exhibit 26.

22. **Exhibit 22** is a true copy of a Columbia County Sheriff's Office Mail Violation Notice regarding mail addressed to prisoner John Weisenberger, dated October 31, 2011. This document is Deposition Exhibit 25.

23. **Exhibit 23** is a true copy of a Columbia County Jail Inmate Request Form by prisoner David Spann, received by the Jail on November 11, 2010, and the Jail's response dated November 11, 2010. This document is Deposition Exhibit 29.

24. **Exhibit 24** is a true copy a Columbia County Jail Inmate Request Form by prisoner Eric Wilcoxson, received by the Jail on September 11, 2011, and the Jail's response dated September 19, 2011. This document is Deposition Exhibit 32.

25. **Exhibit 25** is a true copy of a Columbia County Jail Inmate Request Form by prisoner Anthony Deherrera, received by the Jail, and the Jail's response dated September 5, 2011. This document is Deposition Exhibit 30.

26. **Exhibit 26** is a true copy of a Columbia County Jail Inmate Request Form by prisoner Martin Kay, received by the Jail on August 7, 2010, and the Jail's response on that date. This document is Deposition Exhibit 31.

27. **Exhibit 27** is a true copy of Columbia County Jail Inmate Grievance Form 000307 by Tunis Donald, received by the Jail on January 29, 2010, and the Jail's response. This document is Deposition Exhibit 60.

28. **Exhibit 28** is a true copy of a Columbia County Jail Inmate Request Form by prisoner Brad Berg, received by the Jail, and the Jail's response dated February 8, 2012. This document is Deposition Exhibit 67.

29. **Exhibit 29** is a true copy of a Columbia County Sheriff's Office Incident Report dated June 25, 2011. This document is Deposition Exhibit 41.

30. **Exhibit 30** is a true copy of a Columbia County Sheriff's Office Incident Report dated February 10, 2012. This document is Deposition Exhibit 64.

31. **Exhibit 31** is a true copy of an envelope sent by Prison Legal News to prisoner Robert Westmoreland on July 20, 2011, which the Columbia County Jail censored and returned, and the front and back pages of the May 2009 issue of *Prison Legal News* contained in the envelope. This document is Exhibit OO to the Declaration of Paul Wright, Dkt. 8-5, and Deposition Exhibit 21.

32. **Exhibit 32** is a true copy of an envelope sent by Prison Legal News to prisoner Robert Beckwith on January 31, 2011, which the Columbia County Jail censored and returned, and the front and back of the three brochures contained in the envelope. This document is Exhibit A to the Declaration of Paul Wright, Dkt. 8-1, and Deposition Exhibit 22.

33. **Exhibit 33** is a true copy of an envelope sent by Prison Legal News to prisoner Mark Gift on July 20, 2011, which the Columbia County Jail censored and returned, and the front and back of the three brochures contained in the envelope. This document is Exhibit E to the Declaration of Paul Wright, Dkt. 8-1, and Deposition Exhibit 23.

34. **Exhibit 34** is a true copy of an envelope sent by Prison Legal News to prisoner William Temple in or about November 2011, which the Columbia County Jail censored and returned, and the fundraising materials contained in the envelope. This document is Exhibit PPP to the Declaration of Paul Wright, Dkt. 8-10, and Deposition Exhibit 24.

35. **Exhibit 35** is a true copy of an envelope sent by the Columbia County Sheriff's Office to Lucy Lennox, and the Prohibited Mail Notice enclosed in the envelope. This document is Exhibit E to the Declaration of Lucy Lennox, Dkt. 34, and Deposition Exhibit 66.

36. **Exhibit 36** is a true copy of the Course Attendance Roster for the Columbia County Jail's "Mail Policy Training" held on February 1, 2012. This document is Deposition Exhibit 7.

37. **Exhibit 37** is a true copy of the Course Attendance Roster for the Columbia County Jail's "Corrections Training-Other" held on July 3, 2012 and August 8, 2012. This document is Deposition Exhibit 143.

38. **Exhibit 38** is a true copy of email correspondence to the Columbia County Sheriff's Office Corrections Staff, titled "Pass Down Dayshift 010712", dated January 7, 2012. This document is Deposition Exhibit 17.

39. **Exhibit 39** is a true copy of email correspondence from Marie Tyler, the General Manager of the Washington County Sheriff's Office, titled "Mail policy issues," received by Columbia County Jail Sergeant Bryan Cutright on January 23, 2012. This document is Deposition Exhibit 36.

40. **Exhibit 40** is a true copy of email correspondence from Tony Lewis, Captain of the Jefferson County Sheriff's Office, titled "Prison Legal News," received by Columbia County Jail Sergeant Bryan Cutright, on February 6, 2012. This document is Deposition Exhibit 37.

41. **Exhibit 41** is a true copy of email correspondence from Columbia County Sheriff's Office Deputy Marti Kyles, titled "Reminder of Mail Policy," dated February 17, 2012. This document is Deposition Exhibit 162.

42. **Exhibit 42** is a true copy of email correspondence and attachment from Elmer Dickens, attorney for the Washington County Sheriff's Office, titled "model jail mail policy," received by Columbia County Jail Sergeant Bryan Cutright on March 13, 2012. This document is Deposition Exhibit 15.

43. **Exhibit 43** is a true copy of email correspondence from Columbia County Sheriff's Deputy Sophie Frazier, titled "Pass Down 050712," dated May 7, 2012. This document is Deposition Exhibit 132.

44. **Exhibit 44** is a true copy of email correspondence from Columbia County Sheriff's Deputy Marcia Rush, titled "passdown," dated May 6, 2012. This document is Deposition Exhibit 131.

45. **Exhibit 45** is a true copy of email correspondence from Columbia County Sheriff's Deputy Watkins, titled "Dealing with stamps in the mail," dated June 19, 2012. This document is Deposition Exhibit 136.

46. **Exhibit 46** is a true copy of email correspondence from Columbia County Sheriff Jeff Dickerson to all corrections staff, dated June 19, 2012, and the Columbia County Jail Inmate Mail Policy effective June 18, 2012, attached to the Sheriff's email. This document is Deposition Exhibit 110.

47. **Exhibit 47** is a true copy of email correspondence from Columbia County Sheriff's Deputy B. McDowall, dated July 19, 2012. This document is Deposition Exhibit 138.

48. **Exhibit 48** is a true copy of email correspondence from Columbia County Sheriff's Office's Bryan Cutright to corrections staff, titled "Standard Answer for Grievances on the Post Card Issue," dated May 5, 2011. This document is Deposition Exhibit 159.

49. **Exhibit 49** is a true copy of email correspondence from Columbia County Sheriff's Deputy Marcia Rush, titled "passdown on New Year's," dated January 1, 2012. This document is Deposition Exhibit 137.

50. **Exhibit 50** is a true copy of a Columbia County Jail Inmate Manual dated 2009. This document is Deposition Exhibit 46.

51. **Exhibit 51** is a true copy of a Columbia County Jail Inmate Manual dated July 8, 2010. This document is Deposition Exhibit 47.

52. **Exhibit 52** is a true copy of a Columbia County Jail Inmate Manual dated July 23, 2010. This document is Deposition Exhibit 48.

53. **Exhibit 53** is a true copy of a Columbia County Jail Inmate Manual dated September 30, 2010. This document is Deposition Exhibit 49.

54. **Exhibit 54** is a true copy of a Columbia County Jail Inmate Manual that was reviewed and approved on November 18, 2010 by Columbia County Sheriff Jeffrey M. Dickerson, and bears his signature. This document is Deposition Exhibit 5.

55. **Exhibit 55** is a true copy of a Spanish version of the Columbia County Jail Inmate Mail dated November 18, 2010 ("18/11/10"). This document is Deposition Exhibit 147.

56. **Exhibit 56** is a true copy of a Columbia County Jail Inmate Manual "effective" May 16, 2012. This document is Deposition Exhibit 113.

57. **Exhibit 57** is a true copy of a Columbia County Jail Inmate Manual "effective" May 25, 2012. This document is Deposition Exhibit 114.

58. **Exhibit 58** is a true copy of a redlined version of a Columbia County Jail Inmate Manual "effective" May 25, 2012. This document is Deposition Exhibit 115.

59. **Exhibit 59** is a true copy of a Columbia County Jail Inmate Manual "effective" June 18, 2012. This document is Deposition Exhibit 148.

60. **Exhibit 60** is a true copy of a Columbia County Jail Inmate Manual "effective" July 3, 2012. This document is Deposition Exhibit 149.

61. **Exhibit 61** is a true copy of the Columbia County Jail Inmate Mail Policy dated January 2, 2008. This document is Deposition Exhibit 51.

62. **Exhibit 62** is a true copy of Columbia County Jail Inmate Mail Policy J603-R05 "effective" October 21, 2011. The document states: "Supersedes: Inmate Mail Policy Revised July 19, 2011."

63. **Exhibit 63** is a true copy of Columbia County Jail Inmate Mail Policy J603-R08 “effective” May 25, 2012. The document states: “Supersedes Inmate Mail Policy Revised February 10, 2012.” This document is Deposition Exhibit 104.

64. **Exhibit 64** is a true copy of Columbia County Jail Inmate Mail Policy J603-R08 “effective” May 25, 2012. The document states: “Supersedes Inmate Mail Policy Revised May 25, 2012.” This document is Deposition Exhibit 105.

65. **Exhibit 65** is a true copy of Columbia County Jail Inmate Mail Policy J603-R10 “effective” July 5, 2012. The document states: “Supersedes Inmate Mail Policy Revised June 18, 2012.”

66. **Exhibit 66** is a true copy of the Columbia County Jail “Inmate Mail Guide.” This document is Deposition Exhibit 101.

67. **Exhibit 67** is a true copy of Plaintiff’s Notice of Deposition of 30(b)(6) Designee of the Columbia County Sheriff’s Office Re: Processing of Prisoner Mail and Mail Policy. This deposition took place on May 8 and May 9, 2012.

68. **Exhibit 68** is a true copy of excerpts from Defendant Jeff Dickerson’s Third Supplemental Responses to Plaintiff’s *First* Interrogatories and Requests for Production, dated August 31, 2012.

69. **Exhibit 69** is a true copy of excerpts from Defendants’ Supplemental Responses to Plaintiff’s *Second* Interrogatories and Requests for Production to All Defendants, dated August 17, 2012.

70. **Exhibit 70** is a true copy of Defendants’ Response to Plaintiff’s First Requests for Admissions to All Defendants, dated August 14, 2012.

71. **Exhibit 71** is a true copy of a still shot from the video recording taken at the Columbia County Jail during Plaintiff’s Site Inspection and FRCP 30(b)(6) Deposition regarding mail processing, taken on May 9, 2012. The individual shown is the Sheriff’s Office’s FRCP 30(b)(6) designee Sergeant Raquel Miller. As explained in Plaintiff’s memorandum and Sergeant Miller’s testimony, the basket shown contains the Jail’s incoming mail for one day, and

the postcards held by Sergeant Miller and in front of her, on the desk, are the Jail's outgoing mail for one day.

72. **Exhibit 72** is a true copy of photograph taken at the Columbia County Jail during Plaintiff's Site Inspection taken on May 8 or 9, 2012. This is a photograph of one side of the Jail's "Law Library" which is three-shelf cart.

73. **Exhibit 73** is a true copy of photograph taken at the Columbia County Jail during Plaintiff's Site Inspection taken on May 8 or 9, 2012. This is a photograph of the other side of the Jail's "Law Library."

74. **Exhibit 74** is a true copy of a Columbia County Sheriff's Office Inmate Grievance Form by prisoner Joshua Cartrette and the Jail's response dated January 30, 2010.

75. **Exhibit 75** is a true copy of a Columbia County Sheriff's Office Inmate Grievance Form by prisoner Donald Vanmeter dated January 14, 2012, and the Jail's response.

76. **Exhibit 76** is a true copy of the August 2012 Issue of *Prison Legal News*.

77. Plaintiff made a good faith effort through letter, phone, and email communications with Defendants, to resolve the issues presented in Plaintiff's motion for summary judgment, but the parties were unable to do so.

I declare under penalty of perjury of the laws of the United States and State of Washington that the foregoing is true and correct to the best of my knowledge.

DATED this 13th day of September, 2012, at Seattle, Washington.

/s/Katherine C. Chamberlain
Katherine C. Chamberlain

CERTIFICATE OF SERVICE

I hereby certify that on September 13, 2012, I electronically filed the foregoing to the Clerk of the Court using the CM/ECF system which will send notification of such filing to the following:

- **Marc D. Blackman**
marc@ransomblackman.com,pat@ransomblackman.com
- **Steven A. Kraemer**
sak@hartwagner.com,rcd@hartwagner.com
- **Gregory R. Roberson**
grr@hartwagner.com,cej@hartwagner.com
- **Lynn S. Walsh**
walsh@europa.com
- **Lance Weber**
lweber@humanrightsdefensecenter.org,ahull@humanrightsdefensecenter.org

MACDONALD HOAGUE & BAYLESS

/s/ Katherine C. Chamberlain

KATHERINE C. CHAMBERLAIN

OSB #042580

(206) 622-1604

Of Attorneys for Plaintiff Prison Legal News

EXHIBIT 1

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF

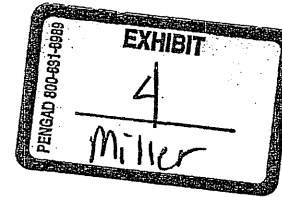
NAME _____

BOOKING NO. _____

MAIL STOP 33

WASHINGTON COUNTY, OR

COLUMBIA COUNTY SHERIFF
901 PORT AVENUE
ST. HELENS, OREGON 97051



Joe Meek – Oregon's First Sheriff (ca. 1865)

To:

EXHIBIT 2

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF

EXHIBIT 3

TO

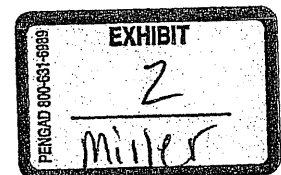
DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF

EXHIBIT 4

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF

INSPECTED BY COLUMBIA COUNTY JAIL	
RETURN TO SENDER	_____
PERSON NOT HERE	_____
CONTRABAND	_____
INTER-FACILITY	_____
REFUSE/VIOLATES SECURITY	_____



**MEMORANDUM OF UNDERSTANDING
COLUMBIA COUNTY SHERIFF**

Date: March 23, 2010
To: Corrections Division/All Inmates of the Columbia County Jail
From: Bryan L. Cutright Sr./Sergeant
Subject: Mail Procedure Changes.

Effective April 1, 2010, the Columbia County Jail will be changing the manner in which we handle inmate mail. All mail to and from the inmates of the Columbia County Jail will be in the form of a postcard. If mail is received at the jail for any inmate in any form other than a postcard it will be returned to sender. The only exceptions to this new procedural change are er Attorney and Official mail. For a complete copy of the entire mail rules please read the mail section in the Columbia County Jail inmate manual that has been provided to you.

The below information has been posted to the Columbia County web site and is available for all to view. In addition to the website we have flyers available for your family and friends to pick up at the Columbia County Sheriff's Office.

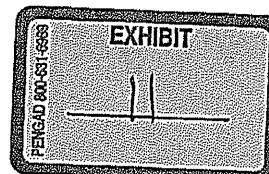
Columbia County Jail Mail Procedures: Effective April 1, 2010 the Columbia County Sheriff's Office is changing the procedures that apply to inmate mail.

MAIL VIOLATIONS:

(Will result in the post card(s) being returned to sender)

- * No Inmate Name
- * Incomplete Return Address
- * Stickers of any kind (Includes address labels)
- * Rubber Inked Stamps
- * Tape
- * Lipstick
- * Colored Pencils
- * Paperclips / Staples etc.
- * Correction Tape / Fluid
- * Crayon
- * Paint
- * Watercolor
- * Food / Beverage Stains

S:\MEMOS\2010\MAIL 2010



CC 000192

* Perfume / Cologne

Anything that would threaten or be detrimental to the safety, security and orderly operation of the Jail, anything gang related, or any sexual conduct will be considered a mail violation and placed in the Inmate's property.

Legal/Professional Mail Rules: Inmate legal mail and professional mail rules have not changed.

Mail Definitions and Frequently Asked Questions:

Incomplete return address: Return address is missing either part of the address or first and last name of sender.

No Inmate Name: Inmate's first and last names are NOT on the post card.

Dead Mailed: There is no return address. In this case the postcard is returned to the Post Office.

What happens to the postcard I send to an inmate when it arrives at the Facility? After the post card has been cleared through administration, it is reviewed for mail violations. If a violation is found, the Deputy will complete a Mail Violation Form and the mail will either be returned to sender or placed in the inmate's property until their release. The inmate will receive a copy of the violation form that will explain the violation.

Can I send a care package to an Inmate? Care packages may be purchased through www.columbia.Icaredirect.com. That website is also available on the Sheriff's Office website. Only those care packages will be allowed for the inmate.

Can Inmates have access to Books, Magazines, and Newspapers? The Columbia County Jail has Books and/or periodicals available for inmates while they are incarcerated, if family members wish to mail any book, hardbound or otherwise, must be sent directly from the publisher or bookstore via the U.S. Mail. These items must either be religious or educational in nature and determined by the facility administration. Newspaper subscriptions may be purchased to be delivered by the newspaper to the facility at regular delivery times and methods. Magazines are not allowed inside the facility.

Religious Materials: Inmates can request a Bible from the Law Library. Inmates can also attend a religious program and receive religious materials from the Columbia County Sheriff's Office Volunteer who facilitates that particular program.

Bryan L. Cutright, Sr. 30771
Sergeant

S:\MEMOS\2010\MAIL 2010

CC 000193



COLUMBIA COUNTY SHERIFF'S OFFICE

Jeffrey M. Dickerson, Sheriff

Address: 901 Port Ave., St. Helens, OR 97051
Phone: (503) 366-4611 Fax: (503) 366-4644
Web Address: www.co.columbia.or.us/sheriff

MEMORANDUM OF UNDERSTANDING COLUMBIA COUNTY SHERIFF

Date: March 23, 2010
To: Corrections Division/All Inmates of the Columbia County Jail
From: Bryan L. Cutright Sr./Sergeant
Subject: Mail Procedure Changes.

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The below information has been posted to the Columbia County web site and is available for all to view. In addition to the website we have flyers available for your family and friends to pick up at the Columbia County Sheriff's Office.

Columbia County Jail Mail Procedures: Effective April 1, 2010 the Columbia County Sheriff's Office is changing the procedures that apply to inmate mail.

MAIL VIOLATIONS:

(Will result in the post card(s) being returned to sender)

- * No Inmate Name
- * Incomplete Return Address
- * Stickers of any kind (Includes address labels)
- * Rubber Inked Stamps
- * Tape
- * Lipstick
- * Colored Pencils
- * Paperclips / Staples etc.
- * Correction Tape / Fluid
- * Crayon
- * Paint
- * Watercolor
- * Food / Beverage Stains

S:\MEMOS\2010\MAIL 2010



* **Perfume / Cologne**

Anything that would threaten or be detrimental to the safety, security and orderly operation of the Jail, anything gang related, or any sexual conduct will be considered a mail violation and placed in the Inmate's property.

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Religious Materials: Inmates can request a Bible from the Law Library. Inmates can also attend a religious program and receive religious materials from the Columbia County Sheriff's Office Volunteer who facilitates that particular program.


Bryan L. Cutright, Sr. 30771
Sergeant

S:\MEMOS\2010\MAIL 2010

EXHIBIT 5

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF

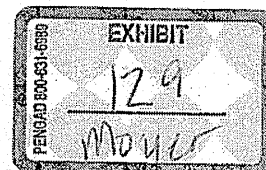
Origin: Exported on 2012/05/30 10:59:47 AM with GWAVA Reveal
From: "Andy Moyer" <andy.moyer>
Subject: Re: Mail Ink Stamp
To: "Cutright, Bryan" <Bryan.Cutright@co.columbia.or.us>
Date: Mon, 11 Jul 2011 11:29:29 -0700
X-Priority: 3
X-Library: Indy 9.00.10

Yes I'll get it taken care of

Andy Moyer, Undersheriff
Columbia County Sheriff's Office
901 Port Avenue
St. Helens, OR 97051
Office - 503-366-4600
Fax - 503-366-4644
Dispatch - 503-397-1521

On Jul 11, 2011, at 10:47 AM, "Bryan Cutright" <Bryan.Cutright@co.columbia.or.us> wrote:

> Andy,
>
> Would it be possible to get a stamp for the Mail that is similar to the format below:
>
> INSPECTED BY COLUMBI COUNTY
> CORRECTIONAL FACILITY
>
> RETURN TO SENDER ____
> NOT HERE _____
> CONTRABAND _____
> INTER FACILITY _____
> REFUSE AND _____
> VIOLATES SECURITY ____
>
> This would speed up the mail handling process substantially.
>
> Thank You
>
>
> Sergeant Cutright



CC 001833

EXHIBIT 6

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF

EXHIBIT 7

TO

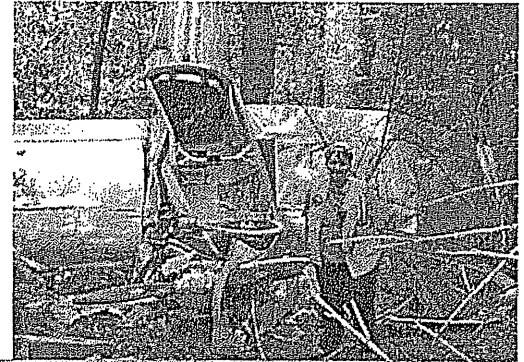
DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF


Inmate Mail



COLUMBIA COUNTY SHERIFF'S OFFICE

Jeffrey M. Dickerson, Sheriff



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<p>Information</p> <ul style="list-style-type: none"> Jail Inmate Census 	<ol style="list-style-type: none"> Mail from one inmate to another at this facility requires a supervisor's approval. Mail that threatens blackmail or extortion. Mail that concerns sending contraband into or out of our jail. Mail that concerns escape plans. Mail that concerns plans for activities in violation of the jail rules. Mail that concerns plans for criminal activity. Mail that contains information which, if communicated, would create a danger of violence or physical harm to a person Mail that is sensational. Sensationalism is writing or other printed material that poses a threat to the security, safety, or good order of the jail. Mail that contains any contraband materials. No personal packages will be accepted through the mail or by the Sheriff's Office Clerks. Polaroid or other instant developing photographs. Picture frames or picture folders. Photographs larger than 5" x 7". Postage stamps, blank writing paper, or blank envelopes. Mail that contains gang-related writings, drawings, or symbols on the outside of the envelope or letter. Mail that contains a foreign substance, bodily fluid, perfume or cologne. Mail written in code or suspected code. Sexually explicit materials. 	<p>facebook CCSO is on facebook!</p> <p>CCSO UP CLOSE</p> <p>Informational Video on your Sheriff's Office</p> 
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Inmate Mail

19. Mail that encourages or instructs in a commission of a crime.
20. Mail falsely labeled "Official Mail."
21. Photographs that are not printed by a professional commercial source (photo labs or kiosks) will not be accepted. (home printer produced pictures on regular paper are not allowed.)
22. Stickers, tape, and return address labels.

Legal Professional Mail Rules:

Inmate legal mail and professional mail rules have not changed.

Publications:

We do not accept magazines. Books must be sent directly from the publisher or bookstore. An inmate may receive no more than three books per month.

Mail Definitions and Frequently Asked Questions:

Incomplete return address: Return address is missing either part of the address or first and last name of sender.

No Inmate Name: Inmate's first and last names are NOT on the post card.

Dead Mailed: There is no return address. In this case the postcard is returned to the Post Office.

What happens to the postcard I send to an inmate when it arrives at the Facility?
After the post card has been cleared through administration, it is reviewed for mail violations. If a violation is found, the Deputy will complete a Mail Violation Form and the mail will be placed in the inmate's property until their release, or it will be returned to the sender.

Can I send a care package to an Inmate?
Inmates housed in the Jail cannot receive care packages of any kind through the mail. Care packages which are not mail in can be purchased through www.columbia.icaredirect.com. We only accept care packages by this method.

Can Inmates have access to Books, Magazines, and Newspapers?
The Columbia County Jail has certain legal publications as well as books for entertainment, and some faith-based materials. Books may be procured from outside the jail, however any such book, hardbound or otherwise, must be sent directly from the publisher or bookstore via the U.S. Mail. Newspapers may be subscribed to in the inmate's name for delivery to the jail.

Magazines: Are not allowed inside the facility.

Religious Materials: Inmates can request a Bible from the Law Library. Inmates can also attend a religious program and receive religious materials from the Columbia County Sheriff's Office Volunteer who facilitates that particular program.

Last Updated on Friday, 06 August 2010 16:48

Valid XHTML and CSS.

Columbia County Sheriff's Office
901 Port Ave., St. Helens, OR 97051
(503) 366-4611 | Emergencies: Dial 911

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Subject: Fwd: Internet (County Email)
From: Jeff Mansheim (Jeff.Mansheim@co.columbia.or.us)
To: jeff_mansheim@yahoo.com;
Date: Wednesday, March 17, 2010 3:55 PM

----- Forwarded Message -----

Jeff,

Can you add this information to the Jail side of the S.O. Web site?

This is a change to the mail policy.

Thank you

Sgt. Cutright



Inmate Mail Procedures

Columbia County Jail Mail Procedures

Effective March 1, 2010 the Columbia County Sheriff's Office is changing the procedures that apply to inmate mail.

MAIL VIOLATIONS:

(Will result in the post card(s) being returned to sender)

- * No Inmate Name
- * Incomplete Return Address
- * Stickers of any kind (Includes address labels)
- * Rubber Inked Stamps
- * Tape
- * Lipstick
- * Colored Pencils
- * Paperclips / Staples etc.
- * Correction Tape / Fluid
- * Crayon
- * Paint
- * Watercolor
- * Food / Beverage Stains
- * Perfume / Cologne

Anything that would threaten or be detrimental to the safety, security and orderly operation of the Jail, anything gang related, or any sexual conduct will be considered a mail violation and placed in the Inmate's property.

Legal Professional Mail Rules:

Inmate legal mail and professional mail rules have not changed.

Mail Definitions and Frequently Asked Questions:

Incomplete return address: Return address is missing either part of the address or first and last name of sender.

No Inmate Name: Inmate's first and last names are NOT on the post card.

Dead Mailed: There is no return address. In this case the postcard is returned to the Post Office.

What happens to the postcard I send to an inmate when it arrives at the Facility?

After the post card has been cleared through administration, it is reviewed for mail violations.

If a violation is found, the Deputy will complete a Mail Violation Form and the mail will be

placed in the inmate's property until their release. The inmate will receive a copy of the violation form that will explain the violation.

Can I send a care package to an Inmate?

Inmates housed in the Jail cannot receive care packages of any kind.

Can Inmates have access to Books, Magazines, and Newspapers?

The Columbia County Jail has Books and/or periodicals may be procured from outside the jail, however, any such book, hardbound or otherwise, must be sent directly from the publisher or bookstore via the U.S. Mail. These items must either be religious or educational in nature and determined by the facility administration.

Magazines: Are not allowed inside the facility.

Religious Materials: Inmates can request a Bible from the Law Library. Inmates can also attend a religious program and receive religious materials from the Columbia County Sheriff's Office Volunteer who facilitates that particular program.

Subject: Re: Internet
From: Jeff Mansheim (jeff_mansheim@yahoo.com)
To: bryan.cutright@co.columbia.or.us;
Date: Thursday, March 18, 2010 9:45 PM

Done

Internet

Wednesday, March 17, 2010 3:55:02 PM

From:
"Bryan Cutright" <Bryan.Cutright@co.columbia.or.us>
To:
"Jeff Mansheim" <Jeff.Mansheim@co.columbia.or.us>
Jeff,

Can you add this information to the Jail side of the S.O. Web site?

This is a change to the mail policy.

Thank you

Sgt. Cutright

EXHIBIT 7

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF

Inmate Mail



COLUMBIA COUNTY SHERIFF'S OFFICE

Jeffrey M. Dickerson, Sheriff



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Inmate Mail

Incoming Mail:

Incoming Mail will be only accepted in the form of commercially-produced postcards or a photograph used as a postcard. The mail is delivered to the Sheriff's Office Monday through Saturday, excluding holidays.

Address
 Inmate's Name (Booking Number)
 Columbia County Jail
 901 Port Avenue
 St. Helens, Oregon 97051

Prohibited Mail

Effective April 1, 2010 the Columbia County Sheriff's Office is changing the procedures that apply to inmate mail.

MAIL VIOLATIONS:
 (Will result in the post card(s) being returned to sender)

- * No Inmate Name
- * Incomplete Return Address
- * Stickers of any kind (Includes address labels)
- * Rubber Inked Stamps
- * Tape
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- * Paperclips / Staples etc.
- * Correction Tape / Fluid
- * Crayon
- * Paint
- * Watercolor or colored markers
- * Food / Beverage Stains
- * Perfume / Cologne
- * Any unidentifiable substance

The following mail will not be received or sent from the facility and will be returned to the sender.

1. Mail from one inmate to another at this facility requires a supervisor's approval.
2. Mail that threatens blackmail or extortion.
3. Mail that concerns sending contraband into or out of our jail.
4. Mail that concerns escape plans.
5. Mail that concerns plans for activities in violation of the jail rules.
6. Mail that concerns plans for criminal activity.
7. Mail that contains information which, if communicated, would create a danger of violence or physical harm to a person
8. Mail that is sensational. Sensationalism is writing or other printed material that poses a threat to the security, safety, or good order of the jail.
9. Mail that contains any contraband materials.
10. No personal packages will be accepted through the mail or by the Sheriff's Office Clerks.
11. Polaroid or other instant developing photographs.
12. Picture frames or picture folders.
13. Photographs larger than 5" x 7".
14. Postage stamps, blank writing paper, or blank envelopes.
15. Mail that contains gang-related writings, drawings, or symbols on the outside of the envelope or letter.
16. Mail that contains a foreign substance, bodily fluid, perfume or cologne.
17. Mail written in code or suspected code.
18. Sexually explicit materials.



Recent Headlines

- [Neighbors Thwart Daytime Robbery near Scappoose](#)
- [CCSO requests public assistance in identifying robbery suspect](#)
- [CCSO Search and Rescue Locates Body of Missing Teen](#)
- [COLUMBIA COUNTY SHERIFF REQUESTING PUBLIC'S HELP TO FIND MISSING WOMAN](#)

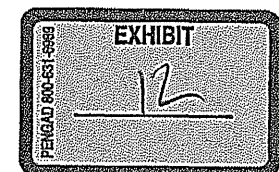
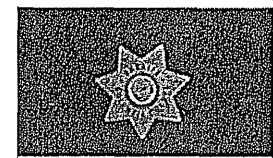
Your Personal Safety

- ▶ [CCSO for Kids](#)
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CCSO UP CLOSE

[Informational Video on your Sheriff's Office](#)



Inmate Mail

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Magazines: Are not allowed inside the facility.

Religious Materials: Inmates can request a Bible from the Law Library. Inmates can also attend a religious program and receive religious materials from the Columbia County Sheriff's Office Volunteer who facilitates that particular program.

Last Updated on Friday, 06 August 2010 16:48

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EXHIBIT 8

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF

Inmate Mail



COLUMBIA COUNTY SHERIFF'S OFFICE

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Inmate Mail

The inmate mail policy is under review at this time.

Last Updated on Tuesday, 24 January 2012 08:11



Recent Headlines

- [Man Drowns Rescuing Son from Cold Columbia River](#)
- [Deputies Arrest Child Rape Suspect](#)
- [Sheriff's Office Releases 2011 Annual Report](#)
- [Neighbors Thwart Daytime Burglary near Scappoose](#)

Your Personal Safety

- CCSO for Kids
- Resourceful Links



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(503) 366-4611 | Emergencies: Dial 911

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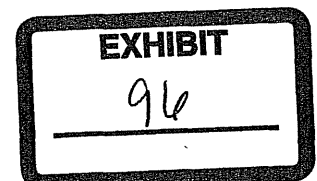


EXHIBIT 9

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF



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Inmate Mail

POLICY

Jail mail-handling procedures must support an inmate's need to communicate in writing to carry out legal business and maintain family and community ties. The procedures must also meet the Jail's need for efficient operations that preserve the good order, safety, and security of the facility, inmates, and staff.

To that end, this following guide has been prepared to assist the public in complying with our inmate mail policy.

The general inmate mail policy of the jail is that all mail that is delivered by the United States Postal Service can be delivered to and sent by inmates, subject to the restrictions in our Inmate Mail Guide, below.

INMATE MAIL GUIDE

Personal Mail

Inmates may send or receive personal mail on postcards only except in specific circumstances which must be approved by jail staff. Personal mail is mail to or from family, friends, or for personal business. Personal mail does not include legal/official mail, publications, or junk mail/bulk mail. Inmates may send and receive postcards in any size that is delivered by the U.S. Postal Service up to a maximum size of 5-1/2" tall x 3-1/2" wide. Inmates may receive postcards with photographs on one side as allowed by the U.S. Postal Service.

Magazines/Periodicals

Inmates can receive books, magazines, and other publications, but they must come directly from the publisher, and inmates cannot receive more than 3 on a single mail delivery day.

Addressing Inmate Mail

Inmate mail must have the inmate's booking number as part of the addressee information. Incoming mail must have a return address to include the name and address of the sender.

Prohibited Mail

Jail staff will not allow an inmate to receive or send mail that--

- Contains--
 - Threats of physical harm, blackmail, extortion, or other criminal activity;
 - Plans for escape, criminal activity, or activity that violates jail rules;
 - Gang-related material;
 - Information that, if conveyed, could result in physical harm to someone;
 - Sexually explicit materials;
 - Inflammatory material;
 - Contraband materials including but not limited to such commonly mailed items as:
 - Books larger than 9 by 12 inches or with plastic or metal bindings;
 - More than three books in a single piece of mail;
 - Controlled substances as defined by ORS 475.525;
 - Foreign substances, such as:
 - Bodily fluids;
 - Lipstick or perfume;
 - Gum or paint;
 - Anything with an unusual shape or color that indicates a foreign substance may be present.
- Is written in code or suspected code



Recent Headlines

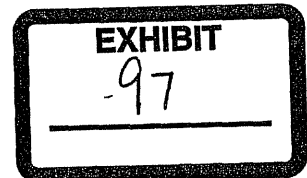
- Man Owns Rescuing Son from Cold Columbia River
- Deputies Arrest Child Rape Suspect
- Sheriff's Office Releases 2011 Annual Report
- Neighbors Thwart Daytime Burglary near Scappoose

Your Personal Safety

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- Resourceful Links



CCSO is on facebook!



Inmate Mail

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3. Was a form of written communication not sent through the USPS or other approved system;
4. Is to or from a victim of a crime for which the inmate is in custody in either pretrial or sentenced status;
5. Would violate a court order;
6. May produce a hostile work environment, such as sexual harassment;
7. Is a credit or deferred billing transaction, such as "bill me later" subscriptions or merchandise bought on credit or collect-on-delivery terms;
8. Is fraudulently marked as legal or official mail.

Appeals

Both the inmate and an outside person have the right to appeal a decision to return or confiscate inmate mail. With very limited exceptions, the Jail will provide a Notice of Prohibited Mail to both the sender and addressee when inmate incoming mail is returned or confiscated. The Notice of Prohibited Mail will explain the reason why the inmate mail was returned or confiscated. The appeal process for outgoing inmate mail follows the Jail's normal grievance process. The appeal process for everyone else requires a letter explaining the reason for the appeal, and providing contact information. The Jail will respond within 15 days of receipt of the letter.

Last Updated on Wednesday, 16 May 2012 16:55

Valid XHTML and CSS.

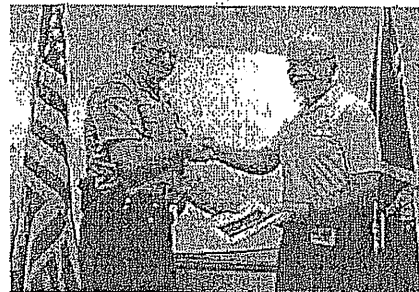
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EXHIBIT 10

TO

DECLARATION OF KATHERINE CHAMBERLAIN
IN SUPPORT OF PLAINTIFF'S MOTION FOR
PARTIAL SUMMARY JUDGMENT ON CLAIMS FOR
DECLARATORY AND INJUNCTIVE RELIEF



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Inmate Mail

Mail Policy Undergoing Extensive Changes

The Columbia County Inmate Mail Policy is undergoing extensive changes and revisions will be posted soon. In general, any mail that is delivered by the United States Postal Service may be delivered to and sent by inmates, subject to search for contraband, and subject to certain limitations necessary to assure the safety and security of the public, inmates, and jail staff. Envelopes are now allowed.

More information will be available, soon.

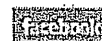
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Sail from Cold Columbia River
- Deputies Arrest Child Rape Suspect
- Sheriff's Office Releases 2011 Annual Report
- Neighbor's Thief
Darkens Burglary Near Scappoose

Last updated on Thursday, 31 May 2012 14:56

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