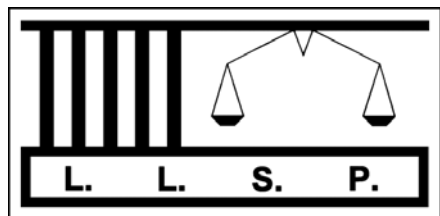


LAW LIBRARY SERVICE TO PRISONERS

2007 ANNUAL REPORT

651-297-4969
FAX 296-6740



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

2007 Index

9270 DOC prisoners (as of 1/1/08)
89 prison visits
7,580 miles traveled
1,120 inmate interviews
1,799 individual inmates assisted
25,429 items delivered
1057 hours worked by interns/volunteers

Introduction: Law Library Service to Prisoners (LLSP). The 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 to 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 also 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 provide law library service to DOC staff.

History of LLSP. LLSP, funded by an inter-agency agreement between the State Law Library and the Department of Corrections, began as a pilot project in 1984, with one librarian visiting five correctional facilities and a part-time clerk providing

photocopying support. Today, the staff includes two full-time and one half-time librarians, as well as one part-time clerk.

Providing Information and Service to Inmates. LLSP provides access to legal research materials for prisoners in several ways: by interview, kite (an internal DOC request form), letter and/or phone.

During the monthly prison visit, any inmate can request an interview with the librarian at the prison library, or a librarian will visit an inmate in a housing unit if the inmate is unable to come to the library. In the course of the interview, the inmate explains what he or she needs, and the librarian responds by providing pertinent legal research material to the prisoner, either at that time or after research is done at the State Law Library. A small core collection of legal materials, however, is available at each of the prison libraries. Each title in the core collection is reviewed annually, as is the collection as a whole, to assure that inmates have access to essential primary legal information at each prison library. By reviewing the core collection, we also determine if it is still the best and most cost-effective way to provide basic legal materials and information to inmates.

The LLSP librarians also provide access to the materials found at the State Law Library, where most of the research is done for prisoners. MSLL is the second largest

collection of legal materials in Minnesota; it not only has a large print collection, but also many online resources, such as Westlaw and Lexis. By using these resources, we are able to provide inmates with information on any legal topic. Having our office space and collection provided by the State Law Library is of great savings to the program.

Overview of 2007. The Department of Corrections is striving to make inmate legal research services and materials as consistent and uniform as possible in all Minnesota correctional facilities. Throughout 2007, the staff of LLSP worked closely with DOC staff to implement this goal. It was the first full year with the new condensed core print collections, used in conjunction with the increased collection of DVD electronic materials, which became available at all of the primary correctional facilities. This combination of print and electronic resources gives inmates access to the most important primary legal materials at the institution. The Head of Outreach Services, Daniel Lunde, and each of the LLSP librarians visited each prison during 2007 and discussed issues and problems with the institution librarians. LLSP staff also met with the prison librarians at their biannual meetings to discuss service to inmates. We also worked closely with DOC librarians and education staff to make the transition to DVD resources as seamless as possible.

In 2007, we provided 25,429 requested items to 1,799 different inmates. The number of inmates requesting services increased by 7.6%.

Staff, Interns, and Volunteers During 2007. Joan O., a LLSP volunteer for more than twelve years, provided many hours of quality service, retrieving and

copying legal materials for inmates and DOC staff. Six College of St. Catherine's Library School Masters Degree students (Kerry W., Jayne B., Dan G., Mary S., Jean A. and Alina P.) interned with LLSP this year. Each intern processed and researched inmate requests, using the skills and concepts learned in the classroom and applying them to actual questions. LLSP was also assisted by STEP-UP intern, Kiddjazzminne F., during the summer of 2007. Our interns and volunteers worked 1057 hours in 2007 (not including the work done by the STEP-UP intern) - and their assistance was invaluable. One of the reasons we were able accomplish so much was due to our high-level interns and volunteers. The primary reason for our success, however, is due to the hard work of the program staff: Stephanie Thorson, Susan Trombley, Shari Ober and Deb Kitzmann. Because of their dedication, LLSP accomplished all of its goals and mission.

Statistical Highlights for 2007. LLSP compiles many statistics, some of which are shown in the table, graph and pie charts at the end of this annual report. A few observations concerning these and other 2007 statistics:

- Stillwater, the State's largest close-security institution for adult male offenders with a population of 1409, and Oak Park Heights, Minnesota's maximum-security institution with a population of 434, received the largest numbers of items delivered to inmates (7357 and 5388 respectively).
- Shakopee and St. Cloud correctional facility inmates account for the largest increases in requests (67.8% and 45% respectively).

- Oak Park Heights and Stillwater had the largest number of individuals assisted in proportion to the total inmate population (89.8% and 34.8% respectively).
- Rush City and Stillwater had the largest number of on-site meetings with inmates (254 and 205 respectively).
- Shakopee saw a significant increase (57.1%) in on-site meetings with inmates.

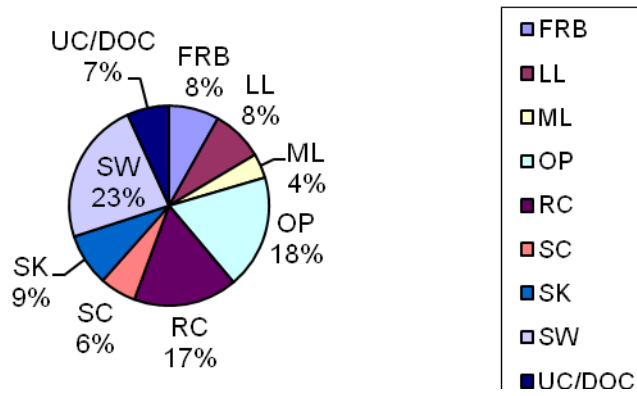
Conclusion. Over the course of the past twenty-four years, a primary LLSP goal has been to provide the best possible service at the least possible cost. We constantly work to keep the program's expenses to a minimum and maximize the resources that are available for the program. We have come to believe that by educating inmates about the resources available to them and providing access to the legal information they request, the work of LLSP diminishes the number of lawsuits filed by Minnesota prisoners.

STATISTICAL SUMMARY

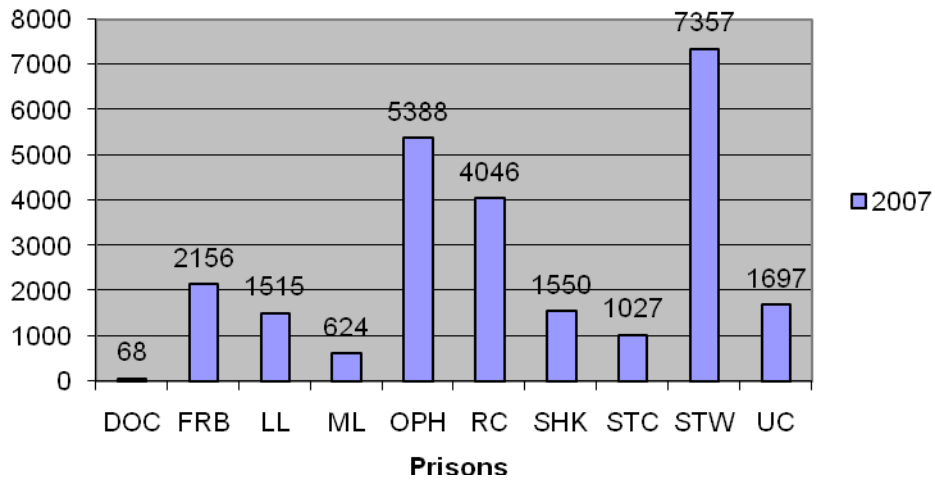
LLSP ACTIVITIES	2007
Requests Processed	25,429
On-site Meetings with Inmates	1120
Individuals Assisted	1799

"Requests Processed" quantifies the activities involved in providing law library service to prisoners. "On-site Meetings with Inmates" is the number of inmate reference interviews conducted in-person. "Individuals Assisted" is the total number of people we provide information to whether in-person, by telephone, or through the mail.

Distribution of Inmate Requests by Facility 2007



Requests Processed by Facility 2007



Abbreviations for correctional facilities used above: STW – Stillwater,
 STC - St. Cloud, FRB - Faribault,
 LL – Lino Lakes, OPH – Oak Park Heights, ML – Willow River/ Moose Lake, SHK – Shakopee,
 RC – Rush City, UC – Minnesota Under Contract, and
 DOC – Department of Corrections staff