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April 22, 2020

Community, Counseling and Correctional Services, Inc.
Gallatin County Re-entry Program
675 South 16th Avenue
Bozeman, MT 59715

Re: ACLU Request for Public Records Regarding COVID-19 Response at Gallatin County Re-Entry Program

To whom it may concern:

Pursuant to Mont. Code Ann. § 2-6-1003, the ACLU of Montana respectfully requests the following records from the entities provided below, in electronic format unless only available in paper. Note that this request does not seek information protected by HIPAA or otherwise containing personally identifying information.

1. The current population of incarcerated individuals in the Gallatin County Re-entry Program (“GCRP”).
2. The current capacity of GCRP.
3. The number of cells, rooms or dwelling units currently occupied by more than one individual at GCRP.
4. All documents reflecting the number of COVID-19 tests administered at the GCRP, including the date administered and the result.
5. All documents reflecting any measures undertaken by GCRP to prevent the spread of COVID-19.

If there are any fees for searching or copying these records, please inform me if the cost will exceed \$100. Based upon a fuller description of the available records, I may elect to designate only certain records for copying and production.

If you expect a significant delay in responding to or in fulfilling this request, please contact the below email address with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and the appeal procedures available to me under the law. We ask that any questions, responses or records produced please be directed to this email address: XXXXXXXXXXXXXXXXXXXX

The ACLU of Montana was founded in 1972 and is a nonprofit and nonpartisan organization dedicated to protecting civil rights in Montana. The ACLU of Montana also engages with Montanans to educate and help communities organize when dealing with issues of equality, racial justice, and civil rights. The ACLU of Montana provides newsletters, news briefings, and other materials that are widely disseminated to the Montana public. These materials are made available via website (<https://www.aclumontana.org>) to everyone—including tax-exempt organizations, non-profit groups, students and faculty.

Please contact me should you have any questions regarding this request. Please provide your responses as soon as possible, but in any event no later than 14 days following receipt of this request. We look forward to your response and thank you for your prompt attention to this matter.

/s/ Alex Rate
Alex Rate
Legal Director
ACLU-MT