

HOW TO QUALIFY EX-OFFENDERS FOR TEAM

Dave Robinson wants qualified ex-offenders on our teams and issued a memo to this effect last year (attached). We recommended the following procedure to avoid frustration on the part of the ex-offenders and team.

1. Ex-offenders need to be treated as a special volunteer request through the Institutional Program Manager (IPM). You are wasting your time if you think you can submit the volunteer application with all the other new volunteers and expect it to be approved. By the time you find out that it has been rejected (and they will not tell you why 99% of the time) you are probably on your last team meeting.
2. Submit the ex-offender application as a separate package 6 months before the next team meeting. Suggest that you attach 3 letters of recommendations; and a personal appeal letter to the Warden from the applicant stating what they have done with their life since prison and why they want to team. The 3 letters of recommendation should be 1) From the weekend leader (mandatory), 2) From the AC Chair and 3) from their Senior Pastor. Additional letters are welcomed. INCLUDE a copy of Dave Robinson's memo July 23, 2013 concerning ex-offenders on team.
3. Copy the SCC Chair and Christine Echo with VADOC.
4. Set-up a meeting with the Warden and IPM to review your applicants request for teaming approval. Suggest a personal interview with the applicant. Be persistent and have the whole team pray!
5. The reason for 6 months ahead of time is it often takes months for the meeting to be arranged and scheduled. This also allows time for me, Christine Echo and / or Dave Robinson to help and petition the Warden on your behalf.

Tom Lohner, State Chair
Dec 10, 2014



COMMONWEALTH of VIRGINIA

Department of Corrections

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July 23, 2013

MEMORANDUM

TO: Warden and Superintendents

FROM: A. David Robinson, Chief of Corrections Operations

SUBJECT: Kairos Volunteers

As you know, Kairos, an interdenominational faith-based program, is a valuable partner in improving the institutional adjustment of participants, and plays a role in reducing recidivism. Kairos is active in Level 3 and higher State prisons and would like to have active programs in all VDOC units. Their primary limitation is volunteers. Currently only 2% of the Kairos volunteers are ex-offenders. Kairos believes that this percentage could significantly increase if the VDOC would assist in streamlining the review and approval process for qualified ex-offenders.

The current volunteer background check and approval process for Kairos volunteers does not allow enough time for ex offenders to be approved prior to participation with the Kairos team. Extra time is required per current policy, because ex-offenders would not normally be approved as a volunteer for our prisons, unless the Warden and Regional Administrator grant them access as a volunteer.

Accordingly, I am directing that for active or new Kairos programs, you, your Regional Operations Chief, and Regional Administrator review the list of Kairos ex-offender volunteer candidates, with an eye toward approving those who have been released to the community for at least 3 years and are constructively employed or looking for work, and, if on supervision, a statement from the Probation and Parole Chief that the ex-offender is satisfactorily completing supervision.

Thank you for your usual cooperation. If you have any questions or need more information, please contact Lou Cei at 804-887-8276.

Cc: Director Clarke
D. Gardner.
S. Richeson
W. Hobbs

Chief of Corrections Operations Memorandum # 58-2013