



Implementing the Jail and Prison Version of DefenseMap.com

December 22, 2020

As explained in [FAQ #25](#), jails, prisons, juvenile detention centers, and other secure facilities have the option of implementing either (1) the fully functional version of [DefenseMap.com](#) or (2) the Jail and Prison Version that disables the communication links on the site. So, for example, the Jail and Prison Version offers no Contacts, Helpline, and Feedback links, nor inmates' ability to place their completed Maps on their attorneys' professional accounts.

The Jail and Prison Version can be implemented in less than a day by a [Helpline](#) request. Once in place, the website will allow incarcerated persons to uncover and communicate vital case information to their attorneys—and, just as important, to address personal issues in their lives. Here are some implementation considerations.

1. Cooperation with the courts, the facility's administration and IT staff, and the defense bar can be extremely helpful. Inmate access to [DefenseMap.com](#) affords several advantages to jails and prisons (see [Some of DefenseMap.com's Compelling Benefits for the Criminal Justice System](#)). Attachments A-C may help to model that cooperation.
2. It can help for the leaders in this initiative to be acquainted with [A Comprehensive Introduction to DefenseMap.com](#) and [The Constitutional Case for Incarcerated Persons' Access to DefenseMap.com](#).
3. The equipment necessary need be no more than some number of computers and a printer networked to them. The computers might be no more than inexpensive chromebooks or Android computers. The opinions of detention staff and some trial and error will be important in determining how many computers are necessary in any particular facility. The average time to complete a Map seems to be 2-5 hours, but some clients require more than that and may need to return to make changes and additions.
 - a. In jails, the starting goal might be to give early access to all inmates likely to be held more than 10 days. If so, it might be useful to start by providing 1 computer for every 4 such inmates processed on an average day. Therefore, if the average number of inmates received daily with a likelihood of a stay over 10 days is 40, 10 Internet-connected computers might be provided.
 - b. In prisons (where inmate usage will be related to petitions for postconviction/habeas and sentence reduction issues), 1 computer per 100 inmates might be sufficient.
4. Attached are (A) a draft defense bar memo to a chief judge, sheriff, and jail warden, (B) a draft of a possible handout from the jail to inmates, and (C) a draft letter from private counsel to a client in a local jail.

**Attachment A: Sample Memo to Courts and Detention Authorities
on Incarcerated Clients' Access to DefenseMap.com**

To: Chief Judge Carolyn Swartz, Sheriff Sylvia Reynolds, and Jail Warden Ron Jessup
From: Harold Landon and Kendra Haskins
Re: Affording all adult and juvenile clients access to DefenseMap.com.
Date: February 25, 2021

Thanks so much for our recent conversations about an opportunity for better protection of both accused persons' rights and public health. This is the follow-up memo you requested, one we've prepared in our respective capacities as chief public defender and chair of our local Criminal Law Committee and after consultation with many defense attorneys.

It's not necessary to further review the crisis the system faces. Everyone concerned wants to protect the rights of charged adults and minors as well as their health and that of detention staff, attorneys and their staffs, and others. To all these ends of full representation and public safety, we want to share about the opportunities provided by this novel free [DefenseMap.com](https://www.defensemap.com) resource.

As explained in its first [FAQ](#) and then more fully in [A Comprehensive Introduction to DefenseMap.com](#) and [The Constitutional Case for Incarcerated Persons' Access to DefenseMap.com](#), this website provides a free opportunity for clients to share confidentially with their counsel extremely broad ranges of personal and case information, all online and while working alone. As you can see on that website, there are many other advantages to its use (for example, the screening of client information for special issues).

On behalf of all the vital interests involved, we ask that the county as soon as possible afford all clients access to computers linked exclusively to [DefenseMap.com](https://www.defensemap.com). Technology Manager Arnold Michaels has assured us this can be achieved technically quite easily on any computer and tablets provided by the county. (We understand IT personnel have several easy options for this, including articles such as *Chron*, [How to Block All Websites Except One](#) and [Chromebook Answers: Change Site Permissions](#) and products such as [NetLimiter.com](https://www.netlimiter.com).)

FAQ #25 on [DefenseMap.com](https://www.defensemap.com) shows how the county can elect either (a) to allow inmates' open access to the website where they can use electronic features like the Contact and Feedback links and the opportunity to place their Maps on their attorneys' professional accounts or (b) to easily adopt a "Jail and Prison Version" version that shuts off all these electronic features. The developers of this website are routinely available to assist in one-day implementation.

We understand that the average time necessary for a client to complete a Defense Map is around 2-5 hours, so we'd preliminarily estimate a need for 10-15 computers at the jail and 2-4 at the Juvenile Detention Center. We're sending a draft of a client instruction page from the Office of the Public Defender that can be given to inmates by jail staff.

We hope you can meet soon by conference or Zoom call. Many thanks for working together on this serious challenge.

B: Instructions to Clients from the Blakeknoll County Public Defenders on Using DefenseMap.com

We are the Blakeknoll County Public Defenders, and we want to do an excellent job representing all our clients. You can reach us at the address, phone number, and email address below.

Here are steps for using the legal intake tool DefenseMap.com if you are incarcerated at the Blakeknoll Jail Complex.

1. Confidentiality: Remember that this is a confidential tool for you and your attorney. Don't share any of your information with anyone unless your attorney agrees.
2. Getting started: To start, click on "Register/Log In" (or use the large "Client" link to reach "Start a New Map"). Fill in the boxes on the "Signup" page—and write down and keep the Username and Password that you choose. (You will need your Username and Password to get back into your account.)
3. Completeness and accuracy: Follow the simple directions to the end. Make your answers as complete as possible. The work will usually take about 2-5 hours. You can log on and off to do a good job, but you may want to try to finish in one sitting.
4. Getting your Defense Map to us: [If the facility is using a Security Zone version, as explained in FAQ #24]: When you are finished, print out two copies of your Defense Map. Keep one for you to read and work with and mail the other to us at the address below.]

[If the facility is allowing open use of the website without a Security Zone]: On the Conclusion Page, click on the link in Paragraph C to put your Map on our professional account. In the box that opens, type in this address: JaniceSmith@BCPD.org. Ms. Smith will make sure your Map gets to everyone at our office involved in your case.]

5. Read over your Defense Map very carefully. Makes notes on it. Come to your next attorney meeting with any questions or thoughts you want to share.
6. If you find you want to make additions or changes to your information on your Map, you can ask the Jail for more time on the computer.

We look forward to receiving your information and to our upcoming meetings with you.

Blakeknoll County Public Defenders
1100 County-City Building
Blake, Indiana 46999
574-999-0909
Info@BCPD.org

C: Draft letter from private counsel to a client in a local jail

[Letterhead, date, and heading.]

Re: Requesting that you complete a Defense Map as soon as possible.

Dear Jason:

Thank you for our recent phone call and follow-up conference at the jail.

As I mentioned to you, I'll want you to complete a Defense Map on the confidential website DefenseMap.com. This will be for you and me only, and it can help me to represent you as well as possible and can help you and me to work together as well as possible. Please be as complete and honest as possible with your answers.

The Jail will make a computer available to you. Let my office know if you have any trouble being scheduled to use a computer to complete a confidential Defense Map. The work can take 2-5 hours. Remember your username and password so you can go back to add information or to make extra copies of your Defense Map.

I'll want you to get your Defense Map to me as soon as possible.

[If the facility is using a "Jail and Prison" or "Security Zone" version, as explained in FAQ #25]: So, when you're finished, print out two copies of your Defense Map. Keep one for you to read and work with and mail the other to me. If you make changes to your Map, please mail your new one to me, and let my office know by a phone call that you've mailed it.]

[Or, if the facility is allowing open use of the website without a "Jail and Prison" or "Security Zone" version]: On the Conclusion Page, click on the link in Paragraph C to put your Map on my professional account. In the box that opens, type in this address: Ken@VanceJonesPratterLaw.com. This will get your Map directly to me. Once you do this, any changes you make to your Map will go directly to my professional account. Also, make a copy of your Map for yourself to read and prepare for our future meetings.]

Keep your Map in your personal possessions and out of reach of any jail staff or inmates.

Thank you, Jason. I look forward to working with you for the best result.

Cordially,

Kenneth R. Vance