



State of Vermont
Department of Corrections
Out of State Unit
280 State Drive
NOB 2 South
Waterbury, VT 05671

PLEASE POST IN ALL LIVING UNITS IN M-BLOCK AT TCCF-MS

To: All Inmates Housed at TCCF-MS

From: Rick Byrne

Date: 10/18/18

Re: Vermont Staff Contact Forms

Please fill out Vermont staff contact forms as needed and give them to the M-Unit Case Manager at Tallahatchie Community Correctional Facility (TCCF), so they can be scanned to Vermont casework staff members.

All inmates must ensure that the name of their assigned Vermont caseworker is included each time a staff contact is submitted in order to ensure it is delivered to the appropriate person and receives a timely response.

Once a staff contact has been answered, it will be scanned back to the TCCF Case Manager and the response will be given to the inmate.

Thank you.