

JUSTICE AND PUBLIC SAFETY CABINET
Department of Corrections
(New Administrative Regulation)

501 KAR 6:480. Library services.

RELATES TO: KRS Chapters 196, 197

STATUTORY AUTHORITY: KRS 196.035, 197.020, 197.110

NECESSITY, FUNCTION, AND CONFORMITY: KRS 196.035 authorizes the secretary to promulgate administrative regulations deemed necessary or suitable for the proper administration of the functions of the cabinet or any division in the cabinet. KRS 197.020(1) (a) and (b) require the Department of Corrections to promulgate administrative regulations for the government and discipline of the penitentiary, government and official conduct of all officials connected with the penitentiary, and government of the prisoners in their deportment and conduct. KRS 197.110 authorizes the department to promulgate administrative regulations for purposes as the department deems necessary and proper for carrying out the intent of KRS Chapter 197. This administrative regulation establishes the policy and procedures concerning library services for the Department of Corrections.

Section 1. Definition. "Librarian" means a person available to the institution who is responsible for providing assistance in coordinating and supervising library services within a specific institution and shall have a master's degree in library science, information resources, media services, or related degree who assists with coordination and supervising library research.

Section 2. Library Services.

(1) The library shall be open daily and have evening hours according to a posted schedule.

(2) A circulation program shall provide suitable materials for inmate use.

(3) The librarian shall coordinate the selection, acquisition, classification, cataloging, organization and circulation of all library materials to meet education, informational and recreational needs of inmates.

(4) Legal library. An electronic law publication database shall be maintained at all correctional institutions in compliance with Corrections Policy and Procedure 14.4 incorporated by reference in 501 KAR 6:410. The legal library shall have regular hours on a weekly basis according to a posted schedule.

(50 Ky.R. 2519; eff. 2-4-2025.)

COOKIE CREWS, Commissioner

APPROVED BY AGENCY: March 4, 2024

FILED WITH LRC: May 15, 2024 at 10:30 a.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on July 23, 2024, at 9:00 a.m. at the Justice and Public Safety Cabinet, 125 Holmes Street, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be cancelled. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through July 31, 2024. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Amy V. Barker, Assistant General Counsel, Justice and Public Safety Cabinet, 125 Holmes Street, Frankfort, Kentucky 40601, phone (502) 564-3279, fax (502) 564-6686, email Justice.RegContact@ky.gov.