

Joe Lombardo  
Governor

James E. Dzurenda  
Director

Brian E. Williams, Sr.  
Warden



Northern Administration  
5500 Snyder Ave.  
Carson City, NV 89701  
(775) 977-5500

Southern Administration  
3955 W. Russell Rd.  
Las Vegas, NV 89118  
(725) 216-6000

---

## Warden's Bulletin 23-34

**Date:** August 11, 2023

**To:** HDSP Staff & Offender Population

**Fr:** Brian E. Williams, Sr., Warden

**Subject:** HDSP's Visitation Schedule

---

### MEMORANDUM

In recent months there have been challenges in maintaining regular operations due to staff shortages. These staff shortages have resulted in the need to reduce, and sometimes cancel certain operations that are normally afforded to offenders, including visitation. After careful consideration of several options, HDSP will be revising visitation protocols and schedules in an attempt to avoid canceling visitation due to staff shortage situations. **The revised schedules are more conducive to the daily operations of the facility and will reduce the interruption of family reunification and bonding. Please allow this memorandum to serve as official notice that effective September 11, 2023, visitation operations will change from 7 days a week, to 4 days a week.**

The revised schedules (attached) and protocols will provide for the following:

- Visitation hours will be revised to remain open Monday through Thursday, regardless of staffing levels, unless emergency staffing is needed.
- Visitors will be permitted to have multiple sessions throughout the day.
- A late visiting session will be available from 4:30 pm-7:30 pm Monday through Thursday, to accommodate visitors who work and those who need later visiting hours to participate.
- Accommodation of offender attorney visits which now be available to schedule outside of normal business hours.
- Officer schedules will be modified in accordance with the new visitation schedule.
- Ten additional visitation tables will be made available to accommodate more visitors each day.
- Increase visiting staff from 1 to 2 Officers at visitor check in, which will result in a faster check in process allowing visit to begin sooner.
- Level 1 offenders will also have the opportunity to have two separate days for visitation.

It is this Warden's intent to provide offenders the opportunity to visit with family and friends on a more consistent basis and to significantly decrease the occurrences of visitation cancellations. With the increased staffing and revised protocols, there will be a more effective and efficient visiting operation, a schedule that offenders and visitors can rely on, and a better customer service experience to all who contact and/or enter HDSDP.

Joe Lombardo  
Governor

James E. Dzurenda  
Director

Brian E. Williams, Sr  
Warden



Southern Administration  
3955 W. Russell Rd.  
Las Vegas, NV 89118  
(725) 216-6000

High Desert State Prison  
PO Box 650  
Indian Springs, NV 89018  
(725)216-6789

# MEMORANDUM

Date: 8/11/2023

Subject: Visiting Schedule

Effective September 11, 2023, High Desert State Prison visitation schedule will be changing to Monday-Thursday, 7:30 am – 7:30 pm. Visitation schedule will be as follows:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
PH LV 1 0730-0930	PH LV 2 0730-0930	GP LV 1 0730-0930	GPLV 2 0730-0930	CLOSED	CLOSED	CLOSED
PH LV 1 1030-1230	SEG 1030-1230	GP LV 1 1030-1230	GP LV 2 1030-1230	CLOSED	CLOSED	CLOSED
PH LV 2 1400-1600	PH LV 1 1400-1600	SEG 1400-1600	GP LV 1 1400-1600	CLOSED	CLOSED	CLOSED
PHLV2 1730-1930	PH LV 1 1730-1930	GP LV 2 1730-1930	GP LV 1 1730-1930	CLOSED	CLOSED	CLOSED

General Population Level 1: U5CD, U7AB, U7CD, U8CD

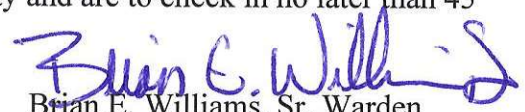
General Population Level 2: U5AB, U6CD

Protective Housing Level 1: U9, U10, U11

Protective Housing Level 2: U3AB, U4CD, U12

Segregation: U3CD, U4AB, U6AB, U8AB

- Check in time for visitors will be 30 minutes before your schedule visit.
- Visitors will not be able to check in no later than 30 min after their visitation session has begun.
- Walk-ins will be allowed dependent upon space availability and are to check in no later than 45 minutes before visitation session.

  
 Brian E. Williams, Sr, Warden  
 High Desert State Prison