



## Administration

### Visiting Rules

In order to provide ongoing education on the rules for visiting, this information is provided directly from the rule on Visiting (Inmate). There will be additional articles in future WSBs. Your visitors can read the entire rule on the DOC website, as well as access other useful information regarding visiting.

Division 291-127-0290 states in part:

(11) Visiting staff will assign visitors locations that are appropriate for the size and make-up of the group, in conjunction with space availability.

(12) Physical Contact: Visitors who are approved for privileged visiting may briefly embrace and kiss the inmate at the beginning and end of the visits. Hand-holding and holding of small children eight years of age and under is permitted during the visit...

(14) Restriction on Exchange of Objects/Articles with Inmates:

(a) Other than items from the vending machines and five non-Polaroid photographs or five sheets of photographs, visitors shall not exchange any object or article with an inmate. Photographs observed during the visit may not be given to the inmate.

(b) Paper items produced by children during the visiting session with materials provided may be taken out by the child or displayed in the visiting room.

(c) All documents and items shall be searched prior to entering or leaving the visiting room/area.

(15) Visitors shall appropriately supervise children at all times while in the visitation or play area. Visitors must ensure that children do not become disruptive to the point that they interfere with other visits, or jeopardize the security of the visiting environment. If this occurs, a visit may be ended prematurely to remove the child.

/s/ A. Pinkley-Wernz, Asst. Supt. Correctional Rehabilitation

## Security

### Modified Operations

On Thursday April 6, 2017 the Oregon State Penitentiary will be on Modified Operations from 1-4p. this is due to low staffing levels and BCC graduation. After the afternoon meal is complete inmates will return to their cells. The only area that should be affected is the afternoon recreation yard. After the 4 pm count is clear we will return to normal operations. If you have any questions please contact the OIC or Captain W. Bellman.

/s/ Capt. Hyde, Security

### Semi-annual Blanket Wash Schedule

The Clothing Room will be conducting its semi-annual mandatory blanket wash during the month of **April 2017**. All blankets will be collected at the **5:15 a.m.** wake-up bell and returned after the **4:00 p.m.** count clears on the same day. Clothing Room staff and block staff will supervise Clothing Room workers and housing unit orderlies in the collection and distribution of blankets. **ALL CELLS WILL BE SEARCHED FOR EXTRA LINEN.**

The schedule will be as follows:

(Starting the first week of April 2017)

*Friday April 7 <sup>th</sup>	A-3, A-Block
*Friday April 14 <sup>th</sup>	D-Block
*Friday April 21 <sup>st</sup>	C-Block
*Friday April 28 <sup>th</sup>	E-Block

\*Scheduled rotation is subject to change

/s/ Sgt. Hakola, Clothing Room

## Activities

### Food Restrictions

When attending an event on the Activities floor that is serving food, such as a meeting or a fundraiser, **do not attempt to take food from the Activities floor.**

Those who violate this order will receive a cell-in and will be restricted from future food events. Please note the posted signs stating this.

/s/ P. Lans Activities

## General Services

### Food Theft

Food theft from the Culinary is a major problem for the Institution. It impacts our ability to ensure adequate portions of the published menu are available. It also jeopardizes the health of individuals taking food that is perishable and not being properly stored or cooked. It also has a significant effect on our ability to work within our food service budget.

**This notice constitutes a direct order that you are not to take any food items from the Kitchen other than uncut fruit in the quantity served.** (Per your Inmate Handbook). The following plan was designed to address this issue in a reasonable, consistent way.

1. If an inmate is caught stealing or attempting to steal food, the food will be confiscated and disposed of accordingly. If the value of the food is less than \$20, the inmate will be issued a minor misconduct report. The minor misconduct report will be for Disobedience of an Order III and will include the cost of all food items that have to be disposed of due to the theft/attempted theft or misuse. If the value of the food is \$20 or more, the inmate will receive a major misconduct order for Contraband II and will also be charged for the cost of food that has to be disposed of.
2. If the inmate stealing the food is assigned to the Kitchen or Dining Room, they will receive a program failure along with the Misconduct Report.
3. This process will be used for foodstuffs found outside the Culinary Section (for example cell searches, etcetera) if the items can reasonably be determined to have been taken from the Foodservices.

Note: This does not prevent a staff member from issuing a misconduct report for a higher level charge (Contraband II) in the event the inmate has received a recent previous minor misconduct for the same conduct.

/s/ M. Yoder, Asst. Supt. General Services

## Miscellaneous

### Telemedicine is Coming to OSP

Telemedicine represents the next generation of health care. An on-site nurse will be able to facilitate a thorough clinic appointment between a patient and an off-site provider. Some medical concerns are best managed through face-to-face interactions with patients and their providers, but many medical concerns can be well managed utilizing telemedicine clinics. We look forward to improving our patient services by taking advantage of this technology in the near future.

/s/ B. Magee, Health Services

### Tips to Remember: Allergies

Spring is coming and it is a common time for allergies to flare up. Do you have a runny or stuffy nose that doesn't seem to go away? If so, you may have rhinitis, which is an inflammation of the lining of the nose. Rhinitis is the most common allergic condition in the United States, affecting about 40 million people.

#### **Allergic rhinitis**

Allergic rhinitis is caused by substances called allergens. Allergens are often common, usually harmless substances that can cause an allergic reaction in some people.

Causes: When allergic rhinitis is caused by common pollens or molds, it is called seasonal allergic rhinitis, or "hay fever." This is common in the Spring.

Allergic rhinitis is also triggered by common indoor allergens like dust. These symptoms can last year round.

Symptoms:

- \*Sneezing
- \*Congestion
- \*Runny nose
- \*Itchiness in the nose, roof of the mouth, throat, eyes and ears

Treatment:

1. Drink plenty of fluids, especially water and juice.
2. Identify the allergen and avoid it if possible.
3. Analgesics (like Tylenol or Aspirin) can help. Available on the units.
4. Purchase allergy medication available off canteen.

/s/ C. Coffey, RN, Medical Services

## OSP Mail Room

- CD-28s: Be sure that you sign your CD-28. A staff will need to stamp this with an authorization stamp and initial this. If those three items (your signature, authorization stamp and staffs' initials), are missing from the CD-28, staff will not process your request for legal mail postage, or Central Trust check requests and the item will be returned to you. This delays your legal mail or check request. **CD-28's are still only for legal mail through the Legal Library.**

When mailing an item out of the institution please be sure to select the appropriate size envelope, priority envelope or flat rate box: Standard envelope up to one ounce, international gold envelope up to one ounce, 6.5x9.5 envelope up to two ounces, 10x13 envelope up to three ounces, 12.5x18.5 envelope up to three ounces, Priority envelope if it fits it ships no limit on weight, Small flat rate box no limit, two medium flat rate boxes 50 pound weight limit, two large flat rate boxes 50 pound weight limit, Triangle tube for artwork up to 15 ounces. Note that all Priority envelopes, Triangle Tube and Flat rate boxes.

- Utilize tracking and are insured up to \$50 if lost or damaged through the US Postal Service.
- Oversized items such as Guitars and Keyboards need to be mailed out through the Property Cpl. Make sure you speak with the Property Cpl. and follow the instructions given.
- Please remember that the scales in the blocks are an approximation. The final weight of an item is determined by the metered postage scale in the Mailroom.

If you have any questions about mail or the mail rules please send an inmate communication to OSP Mailroom, C. Toombs. I will do my best to answer your questions and resolve any issues

- that you may have.

/s/ C. Toombs, Mail Room

## Chapel

### Bahai Faith Announcement

A Bahai faith intro and discussion group will be held on Monday's in the Chapel from 2:00 – 3:00 p.m. If you are interested in attending please send an inmate communication to the Chapel.