



Security

Unauthorized Areas

The current inmate handbook lists expected housing unit conduct beginning on page 13. It says: Rules and procedures governing the housing unit routines are designed to provide a safe, orderly and cost-effective program. The following is a brief outline of what is expected from you while you are in your assigned housing unit:

1. You may not enter any housing unit except where assigned. You are not permitted to be on any tier other than your own and only on the side you are assigned. Do not go past your cell on the tier. The only time you are permitted on the tier is when you are entering or leaving your assigned cell.

Prison Rape Elimination Act

Questions and Answers

Here are the most asked questions when it comes to PREA:

1. How can I report a PREA allegation?
Answer: You can report an allegation to any staff member, the OIC, PREA grievance, PREA hotline, inmate communication and by third party.
2. If I use the PREA hotline or advocacy hotline are my calls confidential?
Answer: Yes, once you enter your pin number and press 9 for the PREA hotline or 711 to talk to a victim advocate, the phone system will not record the conversation or log that the number was called.
3. What is the buzzer sound I hear in all housing blocks, units and infirmary?
Answer: That buzzer sound is to make all inmates aware that a staff member of the opposite gender has entered the area.
4. Is there a resource outside of the institution I can talk to about PREA confidentially?
Answer: Yes, the Center for Hope and Safety is an advocacy group that is there for you 24/7.

The role of the advocate is to –
Amplify the victim's voice
Redirect victim blaming
Provide emotional support
Explain options for reporting
Help victim process decision (not guide, recommend or suggest what is right)
Provide resources and referrals
Sit through forensic exam / investigatory interview if desired by the victim.
Support family and friends of the victim

You can reach the advocate by dialing 711. The calls are confidential, not logged or recorded.
Single Cell Housing

All requests for **Single Cell Housing** must come through the Group Living Captain.

BHS and medical staff input, as well as facility needs, will be taken into account when deciding who to place into the single cells that become available.

Single cell housing priority will be:

1. Medical concerns
2. BHS concerns
3. Administrative concerns
4. Inmate convenience move requests

Once an inmate is housed in a single cell, if a higher priority placement concern occurs, the inmate may be removed. Issues with inmate conduct may result in removal from a single cell.

/s/ S. Alvis, Security

Activities

Capital Toastmasters Congratulates

Once again, the members of the Capital Toastmasters club continue to work to educate themselves and advance in their personal growth. Part of this journey is working towards attaining the numerous levels in the communication and leadership tracks that Toastmasters International has for all club members. Recently some of our club members completed the next level in their journey towards becoming better communicators and leaders. The Executive Body

Capital Toastmasters Congratulates (cont.)

congratulates the following members for their recent accomplishments:

- Andrew Chappell for attaining his Competent Leader (CL) Award;
- Jason Rose for attaining his 2nd Advanced Communicator Silver (ACS) Award.

The skills being learned revolve around speaking, listening, and thinking. These are skills that promote self-actualization, enhance leadership potential, foster human understanding and contribute to the betterment of mankind all while finding the courage to change.

Way to go!!!

/s/ C. McFadden, Activities

Commissary

Postage Rate Increases

The USPS has raised postage rates on selected items effective 1/22/17. Below are the new Commissary prices set to go into effect on Monday 1/23/17.

Standard envelopes increased \$0.02, large envelope flats increased \$0.04 and some flat rate boxes a Iso increased. No increases were made on postcards or international mail.

- Standard envelope \$0.58
- International envelope (up to 2oz. domestic)- \$1.39
- 6.5 X 9.5 domestic- \$1.39
- 10 X 13 domestic - \$1.75
- 9 X 12 domestic- \$3.74
- 12.5 X 18.5 domestic- \$3.80
- Priority Envelope- \$7.15

For institutions using the flat rate box program,below are the new Commissary prices:

- Small flat rate box- \$7.65
- Medium flat rate box- \$14.10 large flat rate box- \$19.35

/s/ B. Kittsen, Commissary

Miscellaneous

GED Tutors

The Education Department is hiring GED tutors. You must meet the following criteria.

1. One year clear conduct, and at least one year left at OSP.

2. Must not have frequent call outs, programs or activities that would conflict with a M-F, 7:15 a.m. - 3:15 p.m. work schedule.
3. High School Diploma or GED, with GED level skills in reading, writing and math.
4. Comfortable working one-on-one as well as working with groups.
5. We are looking for tutors that are team oriented, self-motivated, enjoy helping others succeed, who are confident in their abilities, and have a positive attitude. Bi-lingual in Spanish is a plus.

If you are interested in being a part of our team send an application to the Education Department.

/s/ S. Aguinaga, Education

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

Food Theft (cont.)

(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

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 form to the Chapel.

Restorative Justice (RJ)

Willamette University and The Restorative Justice Discussion Group will be offering a 15-week course exploring the impact of incarceration on people's lives. The class will be writing centered with assignments due weekly. This course is available for those who have previously participated in a RJ class or group. Only 15 participants will be selected after an interview process conducted by the Professor and Rabbi Perlstein. The class will meet on **Monday evenings from 6-8pm, beginning FEBRUARY 23, 2017.** If you are interested in attending please send an inmate communication form to the Chapel.

/s/ K. Thompson, Chapel



Chapel Schedule

SATURDAY, February 11

8:00 a.m. Native American Ceremony
Jehovah's Witness Study
Latter Day Saints
Jewish Service

11:30 a.m. Native American Ceremony

1:00 p.m. Sunni Muslim Study
Worship Practice
Sunni Muslim Study

6:00 p.m. Calvary Chapel

SUNDAY, February 12

8:00 a.m. Spanish Protestant Service
Jehovah's Witness Spanish
Russian Baptist

1:00 p.m. Catholic Mass
Jewish Study

6:00 p.m. Latter Day Saints Study
Urantia
University Fellowship

MONDAY, February 13

8:00 a.m. Restorative Justice Writing

1:00 p.m. Buddhist Discussion Group

6:00 p.m. Restorative Justice

TUESDAY, February 14

1:00 p.m. Russian Bible
Hare Krishna

6:00 p.m. Buddhist Service
Prison Fellowship Discipleship
Catholic Study

WEDNESDAY, February 15

8:00 a.m. OSP Choir Practice

1:00 p.m. Seventh Day Adventist Study
Life Support

6:00 p.m. Indigenous Circle ☹
Acting Group

THURSDAY, February 16

8:00 a.m. Thresholds
Jehovah's Witness Service
Jehovah's Witness Spanish

1:00 p.m. TUMI ☹
Spanish Catholic

6:00 p.m. Christian Journaling
Celebrate Recovery ☹

FRIDAY, February 17

8:00 a.m. Trauma Transformation

1:00 p.m. Nation of Islam
Sunni Jum'ah Prayer
United Pentecostal Study

☹ = Service is full or restricted. Add requests are not being accepted at this time.

☹ = Service has a waiting list. Submit a request to be placed on waiting list.