



Administration

New process for submitting CD28s for Activities events

Effective April 5, 2017, OSP Activities is implementing a new process for accepting CD-28s for all Activities programs, for example, fundraisers, photo tickets, club meetings, etcetera.

1. CD-28s will be accepted during the morning and afternoon line movement: at 7:15 a.m. and 1:15 p.m., at the bottom of the Activities gate on Tuesdays, Wednesdays, Thursdays and Fridays only. Show your signed CD-28 and ID card to the staff member who will verify your name and take the CD-28 or instruct you to deposit it in the Activities box.
2. If a line forms, move it next to the waiting room windows. Do not block the doorway to yard/Dining Room/Commissary.
3. Once per week, each Thursday at 1:00 p.m., a Recreation Specialist will collect CD-28s from OCE shops for AICs that are not able to make the above line movements.
4. CD-28s may still be turned in at club meetings, at a time determined by the Recreation Specialist, who will verify name and SID# first.

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

Revised Summer Evening Yard Procedures

The only change is that inmates will be allowed to return to the yard after pill line.

Summer evening yard will begin April 3, 2017. This will be a Monday night. The following procedures will be in effect for the duration:

1. Inmates whose block have summer evening yard may go to the yard at the 4:30 p.m. optional yard line or after their block is released for the evening meal (The block that has summer evening yard is last in the rotation to eat). They may eat and then go directly to the yard.
2. Any inmate who returns to his housing unit from the Dining Room will not be permitted to go to the yard.

3. No turnouts will be run from the Recreation Yard. The only exception will be inmates on Education turnouts. These inmates will be called off the yard by the Yard Sergeant and they will exit the yard through Gate 3 and pass through the Security Gate. Once released from the yard, they will go immediately to their callout destination.
4. Inmates leaving the porch area of the Dining Room for the Recreation yard will go to the yard and will not be permitted to loiter by the yard fence.
5. Inmates who shower in the Clothing Room at 7:00 p.m. will be permitted to go to the yard after their shower; or go directly to the yard from work. Inmates that return to their housing unit after showering may not be allowed to go to the yard.
6. A pill line is run after yard comes in, if yard comes in before 8:00 p.m. During long yard periods (lasting until **after** 8:00 p.m.) an optional cell line will be called at 7:30 p.m. Inmates needing medications would come in with the optional line and **will** be allowed to return to the yard.
7. Showers on the yard will start at 6:00 p.m. and will stop 45 minutes before yard is recalled.
8. Ice and/or beverages will not be permitted to be taken off the yard. The OIC has latitude to make adjustments regarding ice during extreme weather.
9. Yard recall will be determined by the Officer-In-Charge
10. When the yard is recalled, all inmates will leave promptly and in an orderly manner. Equipment is called approximately 15 minutes prior to yard recall. Take this time to say goodbye on the telephone, to gather items and prepare to leave.
11. The Recreation Building, with the exception of the Card Room, will not be open during the evening yard regardless of the weather conditions. The Card Room will open at the conclusion of the evening meal.
12. At the completion of the game, softball players and officials will normally be afforded 20 minutes to shower. If the evening meal is running quickly, softball players may be called to dinner before being given time

Revised Summer Evening Yard Procedures
(cont.)

to shower. They will then be required to leave the Recreation Yard UNLESS it is their housing unit's normal night for evening yard.

- 13. The only time shorts can be worn to the Recreation Yard is for evening yard, directly from the cell to the yard. Shorts cannot be worn if stopping anywhere in between, including Diabetic Line, Canteen, or the Dining Room. The same applies in reverse. If you only have shorts while leaving the Recreation Yard, you cannot go to the Dining Room, Commissary, etcetera.
- 14. NCI Level 3 inmates will be allowed to attend summer night yard, in their chow rotation. There will not be a special line movement from the housing units. They will enter the yard through the turnstile either directly from the housing unit when released for chow, or after completing their meal.
- 15. NCI Level 1 inmates will not be authorized to attend the weekend evening yard.

Housekeeping

It is the responsibility of each inmate to maintain his living area, including walls, floors, windows, doors, and property within these areas, in a sanitary and inspection ready condition at all times. Bunks will be made with blankets tucked in and sheets will not be altered. Cleaning equipment and materials will be available through the assigned housing unit staff. Each inmate is responsible for the proper use and care of cleaning equipment and materials. Any questions concerning the proper use of cleaning agents will be addressed to the Housing Unit Supervisor. No items will be placed or hung outside the bulletin board or on the light fixture at any time. Hanging items from your bunk frame, (Tenting) which blocks view of staff, is not authorized.

Bunk inspections for neatness and cleanliness will be conducted by the assigned housing unit staff, at least once per shift. Your bunk will need to be inspection ready at all times. If you receive three sanitation slips in a thirty-day period, disciplinary action will be taken.

/s/ Capt. D. Long, Group Living

Security

Group Living Single Cell List

The Single Cell list has been closed due to excessive length. It will be reopened as appropriate. Watch for

periodic updates in future editions of the Walled Street Bulletin.

/s/ K. Stepp, Group Living

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 th	A-3, A-Block
*Friday April 14 th	D-Block
*Friday April 21 st	C-Block
*Friday April 28 th	E-Block

*Scheduled rotation is subject to change

/s/ Sgt. Hakola, Clothing Room

Activities

Improving Your Management Skills Class

Capital Toastmasters is offering the **Improving Your Management Skills** class on Saturday, April 22, 2017, at 12:15 p.m. until 3:00 p.m. This class is designed to help participants become more effective managers and is open to all Incentive Level 2 and 3 in General Population and ICH. There is a \$2 fee to non-members, to cover the cost of refreshments, course materials, and the certificate. Send an inmate communication and CD-28 to Capital Toastmasters before April 10, 2017. Since this is a one-day class with certificates, there will not be an optional line to leave early. There are limited openings for indigent attendees; please let us know if you qualify. Register early; space is limited.

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

Miscellaneous

BHS Physical Plant Office Orderly Position

The position includes janitorial services including: sweeping, mopping, stripping and waxing floors, emptying garbage, and cleaning restrooms. This position also includes cleaning the two Group Classrooms and other duties as assigned. If interested, complete an application and return to Ms. Ramsey - BHS Physical Plant Office .

/s/ C. Ramsey, BHS

HVAC Shop Position

HVAC, electrical, and mechanical experience is preferred.

- You must be a hard worker who is self-motivated, able to work well with others, and give and receive constructive criticism.
- You also, must be able to lift 75 pounds, work in confined spaces, on a ladder or scaffolding, and in extreme temperatures.
- You must have a minimum of one year clear conduct. Send you inmate work application to OSP HVAC Shop.

/s/ P. Willette, Physical Plant

Apprenticeship Painting Program

The Physical Plant Paint Shop is now accepting applications for candidates who desire to complete the Apprenticeship Painting Program. Due to the timeframe for program completion, candidates must have at minimum three years of time to be able to finish the program. Applicants must have a history of good conduct with no Major Violations in the last 12 months. Desirable candidate traits are dedication, the ability to follow direction, and have good study habits.

Please list any experience you have had related to construction (painting in particular). After completing this program an individual will receive their journeyman credentials, and with it open additional opportunities to succeed upon release.

Note: Apprentice Painters are required to pay for the program which ends up being \$300 dollars per year (\$25.00 per month). More details will be given during the interview.

/s/ J. Trevino, Physical Plant

Are You Interested in Becoming a Better Writer?

If you are interested, Chemeketa Community College is now accepting applications for a Bridge to College Writing Course.

This class is for GED and high school graduates or for those presently in the GED program at OSP. Class is from April 17, 2017 - June 14, 2017. It will be held Monday through Thursday 7:15 - 8:45 a.m. on the Education Floor. Successful completers of the class and of all the coursework will have first priority for applying to the Chemeketa College Inside program at OSP.

If you are interested, send an inmate communication to Ms. Adicho in Education to request a call-out to submit an application. A maximum of 15 students will be accepted. No present college students may apply.

/s/ S. Aguinaga, Education

Take the Time to Complete an Advance Directive

It is important for family members and health care providers to know what kind of medical care a patient wants at the end of life. Advance directives are legal documents that record the patient's wishes for end-of-life care.

Advance directives should be filled out while people are **healthy**, because doing so gives you time to think about the end-of-life care that you would choose if you were unable to communicate your own wishes. It also allows time to discuss these wishes with loved ones.

Everyone has the right to make decisions about their own treatment. Filling out advance directives gives you a way to do so. Choices about end-of-life care can be difficult to make even when you are healthy, but if you are already seriously ill such decisions can seem overwhelming.

Take the Time to Complete an Advance Directive

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If you would like more information on completing an Advanced Directive, please send an inmate communication to Sick Call. We will send you a hand out to help you better understand the process and what it means to you. To obtain Advance Directive forms, please send an inmate communication to Medical Services. Legal Library can also provide assistance in clarifying terminology, and you can schedule an appointment for Legal Library to witness your forms.

Hypertension (High Blood Pressure)

Lifestyle changes can help you control and prevent high blood pressure — even if you're taking blood pressure medication. Here's what you can do:

Eat healthy foods. Try the Dietary Approaches to Stop Hypertension (DASH) diet, which emphasizes fruits, vegetables, whole grains, and low-fat dairy foods. Get plenty of potassium, which can help prevent and control high blood pressure. Eat less saturated fat and total fat. Look for heart healthy food on the Food Services menu.

Decrease the salt in your diet. A lower sodium level — 1,500 milligrams (mg) a day — is appropriate for people 51 years of age or older, and individuals of any age who are African-American or who have hypertension, diabetes or chronic kidney disease. Otherwise healthy people can aim for 2,300 mg a day or less. While you can reduce the amount of salt you eat by putting down the saltshaker, you should also pay attention to the amount of salt that's in the processed foods you eat, pay special attention to canteen foods.

Maintain a healthy weight. If you're overweight, losing even five pounds (2.3 kilograms) can lower your blood pressure.

Increase physical activity. Regular physical activity can help lower your blood pressure and keep your weight under control. Strive for at least 30 minutes of physical activity a day.

Manage stress. Reduce stress as much as possible. Practice healthy coping techniques, such as muscle relaxation and deep breathing. Getting plenty of sleep can help, too. Practice relaxation or slow, deep breathing. Practice taking deep, slow breaths to help relax.

/s/ C. Coffey, Health Services

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

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

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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.

*Chapel Schedule***SATURDAY, April 1**

- 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
Seventh Day Adventist Service
- 6:00 p.m.** Calvary Chapel

SUNDAY, April 2

- 8:00 a.m.** Spanish Protestant Service
Jehovah's Witness Spanish
- 1:00 p.m.** Catholic Mass
- 6:00 p.m.** Latter Day Saints Study
Lutheran
Urantia

MONDAY, April 3

- 1:00 p.m.** Buddhist Discussion Group
Restorative Justice
Baha'i
MacLeod 🚫
Hux 🚫

- 6:00 p.m.** Restorative Justice

TUESDAY, April 4

- 1:00 p.m.** Russian Bible
Lifeline
Torah Men
- 6:00 p.m.** Buddhist Service
Prison Fellowship Discipleship
Catholic Study

WEDNESDAY, April 5

- 8:00 a.m.** OSP Choir Practice
- 1:00 p.m.** Seventh Day Adventist Study
Orthodox Christianity
- 6:00 p.m.** Indigenous Circle 🚫
Acting group

THURSDAY, April 6

- 8:00 a.m.** Thresholds
Jehovah's Witness Service
Jehovah's Witness Spanish
- 1:00 p.m.** TUMI 🚫
- 6:00 p.m.** Christian Journaling
Spanish NVC
Restorative Justice 🚫

FRIDAY, April 7

- 8:00 a.m.** Trauma Transformation Group 🚫
- 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.