



Administration

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

Security

Behavioral Adjustment and PRAS Points

Rule 291-077-0033 specifies a PRAS point adjustment due to an adjudicated misconduct. To summarize, if you are found in violation of a department rule, the department will deduct a portion of your PRAS points earned for the month based on the level of the misconduct. The adjustment will take place in the month in which the final disciplinary order is issued.

Performance points deducted are based on the level of misconduct as follows:

- (A) Level 1 -- 100% Deducted.
- (B) Level 2 -- 80% Deducted.
- (C) Level 3 -- 65% Deducted.
- (D) Level 4 -- 40% Deducted.
- (E) Level 5 -- 20% Deducted.
- (F) Level 6 -- 10% Deducted.

For example, if you were found in violation of rule 1.05 Property I which is on Level 3 of the Major Violation Grid. At the hearing, you might receive 10 days LOP, a \$20.00 fine and \$12.50 restitution. Further, you could have accumulated 280 points for the month at your job. By rule, you could receive an award for 98 points (\$28.50) rather than the award for the 280 points (\$62.70). ($280 \times .65 = 182$. $280 - 182 = 98$ points). This adjustment is automatic and is outside any other fines or discipline administered through the hearings process.

Going one step further, for example, you were found in violation of Inmate Assault I (Level 1 on the major violation grid). You might serve 120 days in DSU, 14 days LOP, a \$100.00 fine and \$300.00 restitution for the medical bill, depending on how the Hearings Officer penalizes you. Again if you had 280 points when you went to DSU, you could lose ALL 280 points (\$62.70), you could be required to serve 30 days on Waitlist when you get out of DSU and then, once you find a job, you could be required to work 30 passing days for free.

So, as you can see, misconducts have more impact in dollars than just fines and restitution or a little LOP time.

/s/ C. Hinzman, IWP

Semi-annual Blanket Wash Schedule

The Clothing Room will be conducting its semi-annual mandatory blanket wash during the month of **October 2016**. 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 October 2016)

***Friday Oct. 21st C-Block**

***Friday Oct. 28th E-Block**

***Scheduled rotation is subject to change**

Calendario para el Cambio de Cobijas Semianual

El Cuarto de Ropa estará llevando a cabo el lavado de cobijas semianual mandatorio durante el mes de abril. Todas las cobijas serán recogidas a las **5:15 a.m.** (cuando suene la campana) y serán regresadas a las **4:00 p.m.** (después que se aclare la cuenta) del mismo día. El personal del Cuarto de Ropa y los oficiales de las unidades estarán supervisando a los trabajadores del Cuarto de la Ropa y a los orderlies durante la colección y distribución de las cobijas. Todas las celdas serán registradas por cobijas o sábanas extra. Usted recibirá cobijas de lana a menos que usted tenga autorización por escrito para obtener cobijas de algodón.

El cambio será durante las siguientes fechas:

***viernes.....19 de abril.....Unidad- E**

***viernes.....26 de abril.....Unidad- D**

La rotación del calendario está sujeta a cambio sin previo aviso.

/s/ Sgt. Pyle, Clothing Room

Activities

Running Program Race Results from October 6, 2016

Overall

5K – Men’s

- 1st – Sandoval, Jose
- 2nd – Mason, Matt (Guest)
- 3rd – Heald, Michael (Guest)

10K – Men’s

- 1st – Jacobs, Jeff
- 2nd – Deluca, Shawn (Guest)
- 3rd – Kell, Michael

5K – Women’s (Guests)

- 1st - Skoog, Kristi
- 2nd – Deluca, Jenny
- 3rd – Brown, Laura

5K

Under 30

- 1st – Sandoval, Jose
- 2nd – Mazzi, Michael
- 3rd – Cruz, Murillo

30-40

- 1st – Middleton, Evan
- 2nd – Clark, James
- 3rd – Ruiz, Arnoldo

40-50

- 1st - Edgemon, Ron
- 2nd – Clay, David
- 3rd – Williams, Sam

50-60

- 1st – Turner, Fred
- 2nd – Teter, Charles
- 3rd – Dwyer, August

10K

None Under 30

30-40

- 1st – Jacobs, Jeff
- 2nd – Hamilton, Garney
- 3rd -----

40-50

- 1st – Bitter, Scott
- 2nd – Wilson, Ray
- 3rd – Shabazz, Mykal

50-60

- 1st – Kell, Michael
- 2nd – Lopez-Soriano, Ismael
- 3rd -----

OVER 60

5K

- 1st - Closner, Les
- 2nd – Caughey, Gary

10K

- 1st – Moore, Larry

Capital Toastmasters Congratulates

Members of the Capital Toastmasters club are continually working 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 congratulates the following members for their recent accomplishments:

- John Alexander for attaining his Competent Communicator

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!!!

Miscellaneous

Call Passes

Call Passes and turnouts to the Education and Religious Services floor are to one specific room or to see one specific staff member/volunteer. **Do not** ask to see another staff member while you are up there. You must follow protocol and **submit another inmate communication to see anyone else** you wish to speak with. Going into a staff member's office for whom you do not have a call pass places you in an unauthorized area.

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

Hep Shots

Hepatitis A and B are serious diseases affecting the liver. These disease processes can be prevented with the Hepatitis A & B vaccine. This vaccination is approved by the FDA .

Hepatitis A & B vaccinations are free to all inmates. It involves a series of 3 shots in a 6 month period of time. If you are interested, you may access this program by sending an inmate communication to medical.

/s/ C. Coffey, Health Services

Co-Dependents Anonymous (CoDa) A Twelve-Step Program

There are many forms of addictions that can make our lives unmanageable. Some of those addictions take the form of drugs, some take the form of alcohol, but if your addiction has taken the form of codependence and you want to regain some manageability or maybe learn for the first time the joy that a manageable life can bring join us in this 12 step program to recovery.

We meet on the second and fourth Tuesday evening at 6:00 p.m. of each month on the Activities Floor. Send an inmate communication to the 7th Step Club to be put on the list for CoDa, spaces are currently open.

/s/ J. Rodriguez, Activities

OSP Mail Room

- Be sure that you sign your CD-28. A staff will need to stamp this with an authorization stamp and initial this. If any of 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.**
- 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.
- 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 postage, or funds, and the item will be returned to you. This delays your mail or package.
- Mail Room staff would like to remind you of the VIP Kiosk usage rules: All photos taken at the VIP kiosks require that the inmate is clothed (must have a shirt on) and not attempting to conceal their identity (no sunglasses, hats, or other appearance changers). No displays of hand signs. You must be alone in the photos, no group photos are approved. You may photograph awards, certificates, other photos, art, or personal property like a book or musical instrument for display in your GALLERY.
- The profile photosection is only to be used for the log in photo taken each time you log into the system. The Gallery section is where you may display the above listed various personal photos.

OSP Mail Room (cont.)

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

/s/ C. Toombs, Mail Room

Inmate Self-Medication Instructions (From the DOC Health Services Section)**Inmate Orders**

(Violation will result in a misconduct report)

1. Do not break apart the blister pack.
2. Do not possess medication that has expired.
3. Do not possess another inmate's medication.
4. Do not give any of your medication to or, accept any medication from another inmate.
5. Do not possess a loose (unpackaged) pill(s) unless specifically approved by the Health Services Section.
6. You are responsible to lock your medication in your housing storage area.

General Instructions

1. Return your medication to the Health Services Section for the following unless specifically instructed otherwise:
 - a. The date on your prescription has expired.
 - b. The blister pack is empty.
 - c. The prescription or medication has been changed or discontinued by a prescribing practitioner.
2. A Health Services' employee may request you to bring your medication to the Health Services' Section periodically to be examined.
3. Medication refills may take five to seven working days to arrive. As such, you need to request a refill from the Health Services Section five to seven days before a refill is needed.
4. You will be given medication in a blister pack for a 30 day period of time or less.
5. If you are found in non-compliance of the self-medication system you will be required to report to the medication line for any further medication.
6. Some medications may require a modified self-medication process until you can demonstrate compliance with instructions. The Health Services' employee will determine how the self-medication process will be modified and when you can assume the full self-medication system.

/s/ C. Coffey, Health Services

Chapel**Restorative Justice Writing Class**

The Chapel's Restorative Justice program is offering a memoir writing class for 30 students lead by Professor Watrous who has been teaching writing for decades. She currently instructs teachers how to teach writing. The class will entail serious writing with required assignments and attendance. The classes will be every other **Monday from 8:00 -10:00 a.m., beginning November 7, 2016, until completion on February 13, 2017.** Space and participation are limited and thus only thirty people will be selected. If you are interested in attending please send an inmate communication to the Chapel along with a **200-word essay** on the topic of **"The value of reflective writing."** The deadline for submission is **November 1, 2016.**

/s/ A. Perlstein, Chapel

Chapel Schedule

SATURDAY, October 22

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

6:00 p.m. Calvary Chapel

SUNDAY, October 23

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
Urantia
University Fellowship

MONDAY, October 24

1:00 p.m. Buddhist Discussion Group

6:00 p.m. Non-Violent Communications Advanced

TUESDAY, October 25

1:00 p.m. Russian Bible
Hare Krishna

6:00 p.m. Buddhist Service
Prison Fellowship Discipleship
Catholic Study
Non Violent Practice Group 🚫

WEDNESDAY, October 26

8:00 a.m. OSP Choir Practice

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

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

THURSDAY, October 27

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

1:00 p.m. TUMI 🚫

6:00 p.m. Celebrate Recovery 🚫
Spanish NVC
Non-Violent Communication
Gospel Worship
Restorative Justice 🚫

FRIDAY, October 28

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.