



Administration

Below is the list of status changes made to DOC administrative rules since 11/07/18.

PROPOSED RULES:

291-035 External Research Proposals

- Amends the rules to update the language and provide clarity on the process for applications to conduct external research.
- Last day to submit comments: 01/10/19

Proposed, temporary, and permanently adopted rules are available for review in the inmate Legal Library. Personal copies may be obtained by sending form CD1762, "Legal Photocopy Request Form," to M. Davidson, Library Coordinator.

Inmates in special housing units may access copies of proposed rules and permanently adopted rules for review by asking the housing unit officer. Personal copies may be obtained by sending form CD1762, "Legal Photocopy Request Form," to M. Davidson, Library Coordinator.

Proposed rules will be copied free of charge. If you want a personal copy of a permanently adopted rule, there will be a charge for the copy.

Comments on proposed rules may be submitted by inmate communication or letter to: M. Mooney, Rules Coordinator, DOC Rules Office.

Security

Group Living - Housing

Group Living is now accepting requests to be added to the Single Cell waitlist. Please send an inmate communication to be added to the list. When completing a cell assignment request form or an inmate communication form, please make sure to include your full name, SID# and your current block and cell #. (Example: D-201A **NOT** 201A)

Group Living – Art Boards

Group Living is currently conducting an audit on all art boards. If you have an art board, please bring it to Group Living so you can be issued a new authorization memo. This process **MUST** be completed by December 31, 2018, if you have an art board in your possession after the date listed it will be confiscated and you will have to request to be added to the waitlist. Please bring your art board to the Group Living Floor anytime during normal business hours (Monday-Friday 7:15 a.m. - 2:30 p.m.) when you arrive please check-in with the inmate clerk and have a seat. You **DO NOT** need a call pass, if you have any questions or concerns please send an inmate communication to Corporal Weber in Group Living.

/s/ D. Weber, Group Living

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

Prison Rape Elimination Act (cont.)

- 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/ C. Borden, Security

Notice to DSU Inmates

Per the DOC Rule on Segregation (Disciplinary), short term status inmates (any inmate confined in segregation status or in Disciplinary Segregation less than 30 consecutive days) are not allowed special commissary privileges. If you are considered long term status (any inmate confined in segregation status or in disciplinary Segregation for 30 or more consecutive days) during the holiday buying period you will be permitted to order from the DSU Holiday product list.

/s/ R. Adamson, DSU Supervisor

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 Food Services.

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

Notice from Plumbing Shop

To all AICs: When requesting work/repair to be done in your cell, you must notify your tier officer or block sergeant, a work order will then be electronically submitted to the Physical Plant for processing. Any attempt to circumvent this process will be denied.



/s/ W. Tryon, Physical Plant

Call Center Postitions Available

Do you have a desire to learn new skills that you can take to the community and use in everyday life? Do you want to earn money and increase your savings? Do you want to work in a professional environment?



The OSP Contact Center is currently looking for new agents. **NO PRIOR EXPERIENCE IS REQUIRED.** Call Center agents start at 14 points with a double meritorious award **and** the ability to earn an up to an additional \$110 each month! Also included are monthly bonus points and a center-wide goal reward program.

The Call Center requirements include;

- NO ID theft convictions or forgery **convictions** on your record.
- At least six months clear conduct.
- At least 12 months remaining on your sentence.
- Must complete A & O before applying

IF you meet all of these qualifications you can send a job application to: B. Potts, OSP Contact Center. You will be placed on call pass to interview after processing. We look forward to hearing from you!

/s/ B. Potts, OCE Call Center

Chapel

Later-day Saints Christmas Choir

The Church of Jesus Christ of Latter-day Saints inviets you to our 31st annual OSP Christmas choir program on **Saturday morning, December 15, 2018, at 8:00 a.m.** in



the Chapel. A wonderful group of choir members will come in and sing for us. They also lead a Christmas carol sing-along. If you would like to attend, please send an inmate communication to the Chapel.

Quaker Worship

The Religious Society if Friends (Quakers) approach worship a bit different from some groups. This is based on the belief that there is “that of God” in everyone. We believe that it is not necessary to have a minister or priest or preacher to help us worship, but that each one of us has the responsibility of seeking the divine , the creative spirit, God-whatever you call it- and respond to that divine part of our nature. We meet in silent worship in a circle, seeking spiritual inspiration in ourselves and each other. If anyone feels they have something special insight or inspiration to share, they are welcome to speak.

We believe that it is not by preaching, teaching, or proselytizing that we practice our religion, but how we live our lives. “Let your life speak,” or as William Penn (1644-1718) put it, “true godliness does not turn people out of the world , but enables them to live better in it, and excites their endeavors to mend it”

Our friends Worship Group at OSP meets the **Third Tuesday** of each month, **1-3:00 p.m.** Everyone is welcome.

/s/ K. Thompson, Chaplain



Chapel Schedule

SATURDAY, December 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.** Seventh Day Adventist Service
Sunni Muslim Study
Worship Practice
- 6:00 p.m.** Calvary Chapel

SUNDAY, December 2

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

MONDAY, December 3

- 1:00 p.m.** Restorative Justice
Baha'i
MacLeod 🚫
Hux 🚫
Buddhist Discussion Group
- 6:00 p.m.** Restorative Justice
Non-Violent Communication

TUESDAY, December 4

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

WEDNESDAY, December 5

- 8:00 a.m.** OSP Choir Practice
- 1:00 p.m.** Seventh Day Adventist Study
Life Support
Orthodox Christianity
- 6:00 p.m.** Celebrate Recovery
Indigenous Circle 🚫

THURSDAY, December 6

- 8:00 a.m.** Thresholds
Jehovah's Witness Service
Jehovah's Witness Spanish Library
- 1:00 p.m.** TUMI 🚫
- 6:00 p.m.** Christian Journaling
Shambala Service
Spanish Non-Violent Communication
Non-Violent Communication

FRIDAY, December 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.