



Administration

From the Administrative Rules Program

Below is the list of status changes made to DOC Administrative Rules since 09/15/19.

PERMANENT RULES:

Division 006 Discrimination Complaint Review System (291-006)

- Amends the program rules to clarify processes, timelines, and expectations.
- Effective: 10/18/19

Division 109 Grievance Review System (AIC) (291-109)

- Amends the program rules to clarify processes, timelines, and expectations.
- Effective: 10/18/19

Rulemaking comments must be provided to the DOC Rules Coordinator in writing. Communications submitted should be limited to providing comments on only one division/topic per communication. Do not include multiple divisions/topics in one communication. DOC rules are available for review and copies in the inmate law library.

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.

Miscellaneous

Cold and Flu Season

Cold and Flu season is upon us, and a little self-care goes a long way in staying healthy. Good and frequent hand washing with soap and water, especially before meals is the first line of defense against pesky cold and flu viruses. Avoid sharing cups, plates or other personal items that can harbor viruses. Keep tables, sinks and other public areas clean. If you do come down with a cold, be considerate of others and cover that cough or sneeze with your elbow and then wash your hands well.

Keep your immune system strong by getting plenty of good rest, eat plenty of wholesome foods, and drink lots of water all day long. People tend to neglect their hydration in the cool seasons and become prone to infections.

When a virus catches up with you, rest, eat plenty of good food, use Tylenol and ibuprofen for fever and discomfort, and drink plenty of fluids. Know that soon you will feel better

/s/ C. Coffey, Health Services

Presidents Meeting Minutes from September 24, 2019

Topics Discussed:

1. Reporting back on issues raised at the August President's meeting:
 - a. Mr. Wagner has not heard back from Mr. Yoder yet. Current design submitted for TV stands, with an arm attachment, is not acceptable. Per Mr. Wagner
 - b. DOC currently does not have staff to support this. Per Mr. Wagner
 - c. The Visiting Desk is aware of the rule that minors, under the age of 15, do not require ID to be allowed in for visiting; per Mr. Briones
2. It was asked that the Activities' Clubs be allowed more than one item for their Christmas

Presidents Meeting Minutes from September 24, 2019 (cont.)

Parties. It was explained that the one item limit was due to staffing difficulties transporting large amounts of food into the facility. In response, it was decided that this year, on a trial basis, the Activities' Clubs would be permitted to offer one Hot Food and one Desert option; per Mr. Rodriguez

3. It was brought up that the contents of the sack lunches for Furniture Factory workers have been the exact same every day. DOC is trying to provide a varied content, but they are limited to what they have on hand. In addition, OCE sack lunches are the same as all other sack lunches. OCE simply is compensating Culinary for the cost difference between sack lunch and lunch in the Dining Room. per Mr. Powers
4. There have been reports that when using the Infirmary elevator to bring up food for Activities events, some of the food has been taken into the infirmary by staff, when it shouldn't have been. In addition, instead of getting given to their intended AIC recipients, staff has taken banquet plates being sent from clubs to members housed in the infirmary. The Administration has heard about this, and it is being addressed; per Mr. Wagner
5. Participants of AM Runners who need to go to medication line before going to runners turnout have been experiencing continued difficulties with staff at the yard gate turning them away. The staff who oversees the access to yard for the AM Runners Turnout, has a list of who takes medication. This issue should now be resolved; per Capt. Bellman
6. It was brought up that, on weekdays, there have been inconsistencies surrounding when AM Runners is called. This is called at the Floor Sergeants discretion; but the lights do not have to be off, as they are now on a timer instead of operating off photosensitive sensors; per Capt. Bellman
7. It was asked that club Presidents, Executive Body and/or authorized club workers be allowed to pick up their culinary food orders without the need of a staff escort. As limited staff availability is causing missed pickups and delays. So long as we know who is coming down, it **should** be fine; per Mr. Powers We're working on it; per Mr. Rodriguez
8. Report from Asian Pacific Family Club (APFC)
 - a. Diversify our club meeting activities:
 - i. Cultural Presentation and Performances
 - ii. Educational and Motivational Speakers/Lectures
 - iii. Arts and Crafts – Annual Origami Workshop
 - iv. Network with Post Prison Transitional Organization (Phoenix Rising, Iron Tribe)
 - v. Collaborate with other clubs and share resources and networks suitable for mission.
 - b. Club Programs: Japanese Study Group, Art Program, Cultural Dance Practice Classes
 - c. Annual Asian Pacific American Heritage Month: First Luau Style Event
 - d. Annual Charity Effort:
 - i. Out of State Documentary Filming “Donated \$1000”
 - ii. Provided three educational documentary films
 1. Out of State – During incarceration and post prison journey.
 2. Where I Belong – Living your place of home and feeling out of place, loss of identity.
 3. Melee Mural – Street Graffiti Artist
 - e. Memorial Healing Garden
 - i. Construction began on May 6, 2019 and ended on August 23, 2019.
 - ii. 96 total days of garden construction.
 - iii. 200 AICs involved in planning, fundraising, and volunteered workforce, and sustainability.
 - iv. 75 community supporters /organization involved:
 1. Fundraising, marketing, promoting, and community organized education presentation.
 - v. Money value:
 1. Received: \$200,169 in grants, and \$68,000 in cash donations.
 2. As of today, the total job value is \$494,979.83, which

Presidents Meeting Minutes from September 24, 2019 (cont.)

- includes the in-kind material and labor donations.
- vi. Value of the Healing Garden: One Million Dollar Project
 1. Estimating the AIC volunteer workforce at \$150,000
 - a. 96 days, 19 daily average volunteers working (Mon-Fri) at (\$12.50) minimum wage.
 - b. \$250,000 full time and part time planning over five years.
 - c. \$100,000 community building, documentation, filming, marketing, and advocacy over five years.
 - vii. Full completion date: November 1, 2019 (with Koi Fish)
 - viii. Grand Opening ceremony to be held November 6, 2019.
 - ix. Logistics, security approval, and screening process before accessibility for General Population and possible healing programs.
9. Report from Lifers Unlimited Club (Lifers):
 - a. Club President Robert Kelley, has personally been speaking with the club membership about showing appreciation for what this administration is allowing us to do, and invites Mr. Kelly to speak with the membership about what we can do to keep us on the normalization track.
 - b. We try to keep our requests in-line with our mission statement. Currently we are requesting carpet for cells, as we're putting together an argument for personal relaxation devices.
 - c. We just finished up our annual backpack project, even with the hiccups (still missing 200 backpacks), we were able to hand out about 300 backpacks full of supplies, and still had about 40 remaining for Uhuru SaSa to pass along to DHS.
 - d. Banquets went well; unfortunately, the Infirmary patients did not receive any food this year.
 - e. Our writing group recently hosted a reading up in the Chapel, which went great.
 - f. In July we held the 7th annual ICH BBQ, and we still hold monthly movie nights with Uhuru SaSa for ICH also.
 - g. Our Infirmary hygiene program is still going strong, though we are no longer allowed to offer reading glasses, we are looking into purchasing some shower curtains for them so they will be able to rotate and wash. We have been sending hygiene two times a week.
 - h. The Seniors Day program continues to operate with great success and growing participation.
 - i. Bake sales have been going well, earning approximately \$500 a month for the holiday bags. With a current total of \$3000, this along with the commitments from the other Presidents should make for some nice snacks.
 - j. We are ready to move forward with the Visiting Room Coffee Bar as soon as the physical plant is caught up on their bigger projects.
 - k. Our start up special interest group Equality 8 (E-8) is doing good. We're hoping that they are able to separate and form into a club of their own this coming 2020-year.
 - l. The block-by-block pizza sale is a great success; we're working out small kinks, and hope to be able to continue offering this service.

/s/

P. Lans, Activities

Chapel Schedule

SATURDAY, November 16

- 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, November 17

- 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
Lutheran

MONDAY, November 18

- 1:00 a.m.** Restorative Justice
- 6:00 p.m.** Restorative Justice
Non-Violent Communication

TUESDAY, November 19

- 8:00 a.m.** Universal Unitarian
- 1:00 p.m.** Lifeline
Russian Bible
Torah Men
Friends Quaker
- 6:00 p.m.** Prison Fellowship Discipleship
Catholic Study
Non-Violent Communication Practice
Buddhist Service

WEDNESDAY, November 20

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

THURSDAY, November 21

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

FRIDAY, November 22

- 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.