



# Coffee Talk



Superintendent: Ms. P. Myers

Editor: Ms. A. Wheeler

February 20, 2020

## Re\*Membering

*From Ms. LaCarney, CRM*

Re\*Membering, Legal Services for Incarcerated People

We are not accepting new requests for assistance at this time. We will be accepting new requests later this year. We will make announcements in Coffee Talk to keep you posted.

Unfortunately, because of the large number of requests for services that we have already received and our limited resources, we are suspending taking more requests for assistance at this time until we have worked through our current, very long, wait list.

We are very sorry about this. We are a new program and are doing our best to figure out how to serve you all well and manage the high demand for our assistance.

We sincerely apologize for any disappointment this news creates for you.

Please also look for announcements in Coffee Talk for future group education sessions that we will be organizing to provide you with information about common legal issues that we are being asked to help with.

Note: We are not the law library.

## Bankruptcy and Personal Financial Management Class

*From Ms. Wheeler, Library Services Coordinator*

CCCF will offer a class on Wednesday, March 11, 2020, covering personal financial management and bankruptcy. The class will be taught by Judge Trish Brown, of the U.S. Bankruptcy Court in Portland, and her law clerk Stephen Raher. The presentation will begin with a discussion of how to responsibly use credit cards and loans, and how to avoid common financial traps. The class will then cover legal issues such as how to respond to debt collectors, the bankruptcy process, and whether it makes sense to file bankruptcy. Judge Brown cannot answer questions about

individual cases, but will address common issues facing incarcerated people.

To sign up, send a kyte to the law library. To be included, your kyte must be received by March 3.

## Beat the Flu 2019-2020

*From: Health Services*

### **BEAT THE FLU 2019-2020!!!**

Oregon SB488 requires Oregon Department of Corrections to offer flu vaccine to all AIC on an opt-out basis; meaning everyone will sign a consent form accepting or declining flu vaccine beginning flu season 2019-2020.

Why get YOUR flu shot?

- ◆ It decreases the chance of you getting flu and flu-related complications!
- ◆ It decreases your chance of getting FUTURE flu due to your immune systems 'memory' of the vaccine!
- ◆ It decreases the chance you will give the flu to someone!

Look for YOUR chance to manage YOUR health soon! Flu vaccine programs will begin in most institutions 10/1/19 and YOUR part will be needed to succeed to **Beat the flu in 2019-2020!**

### **Common Myth**

**Myth:** Vaccines are bad for you, they cause things like Autism

**Fact:** There are no studies showing the causal nature of vaccines-in-and-of-themselves to **cause any** chronic or debilitating conditions.

## Court Ordered Financial Obligations

*From DOC*

To all Adults in Custody,  
As a part of **ORS 423.105**, Court Ordered Financial Obligations (COFOs) are set to begin collecting on **March 16, 2020**. Before these collections begin, we want to let you know how they will affect deposits made to your trust account.

Per statute, **15%** will be deducted from each eligible deposit\* and distributed as shown below.

1. 5% is deposited into **Transitional Savings** until the account reaches \$500.
2. 10% is collected for **Court Ordered Financial Obligations** (COFOs).
  - a. Once the Transitional Savings account has reached \$500, the entire 15% will be collected for COFOs, until satisfied.
  - b. Once COFOs have been satisfied, AICs may choose to continue to deposit 5% from each eligible deposit into Transitional Savings.
3. Once both the Transitional Savings and the COFOs have been satisfied, no further court ordered obligations will be deducted from eligible deposits.

\*Eligible deposits are moneys deposited in an AIC trust account including, but not limited to, AIC performance monetary awards (PRAS) and moneys received from an AIC's family members or friends. Eligible deposits do not include protected moneys.

We want to make sure you understand where to direct questions about COFO debt details. The Department of Corrections (DOC) does not have detailed information about these debts, as they are statutory collections made on behalf of the Oregon Judicial Department (OJD). OJD has provided the below address where you can submit questions regarding COFO debt details directly.

Oregon Judicial Department  
 Business and Fiscal Services Division  
 Attn: Collections  
 1163 State Street  
 Salem, OR 97301

We will provide another message closer to our planned start date of March 16, 2020. Until then, please direct all questions to [Nick Ogle](#) in Financial Services.

Thank you.  
 Financial Services

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## VISITING APPLICATIONS

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From Ms. Stehle, CRU

Once you have submitted an application, whether it was hand written or on the kiosk, please do not keep re-submitting applications for the same visitor. The process for a visitor application can take up to 6 to 8 weeks. Once the visitor is approved or denied, you will receive notification of the application status. Submitting more than one application per visitor is not productive and will not speed up the process.

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## Name Change News

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From: DOC

We are excited to share with you an upcoming policy change that supports The Oregon Way. We have a long-standing policy to continue to use your court name as the official name of record regardless of whether that was your legal name at the time you entered our custody, or if you legally changed your name while in our custody. We are happy to share that this policy is changing. As of February 1, 2020, we will be allowing changes to the established court name *if*:

- a) You submit legal documentation (i.e. court order, marriage certificate, birth certificate) as proof of a legal name change or error in your legal name; and
- b) If the new name is “materially different” than the established court name, we will then update your official name of record in our system to reflect this change, along with your ID, medical files, trust account, communication system account, etc. (“Material” differences are *significantly* different, and would not apply if a person wanted to make more minor changes to the court name, such as from “Dan” to “Daniel”.)

c) If you would like your name updated and meet the above criteria, please submit the appropriate documentation to OISC via your local institution records office or send it directly to:

OISC Central Unit  
 24499 SW Grahams Ferry Rd  
 Wilsonville, OR 97070

Please be patient as we review the documentation and process your request. You will be notified once it is complete.

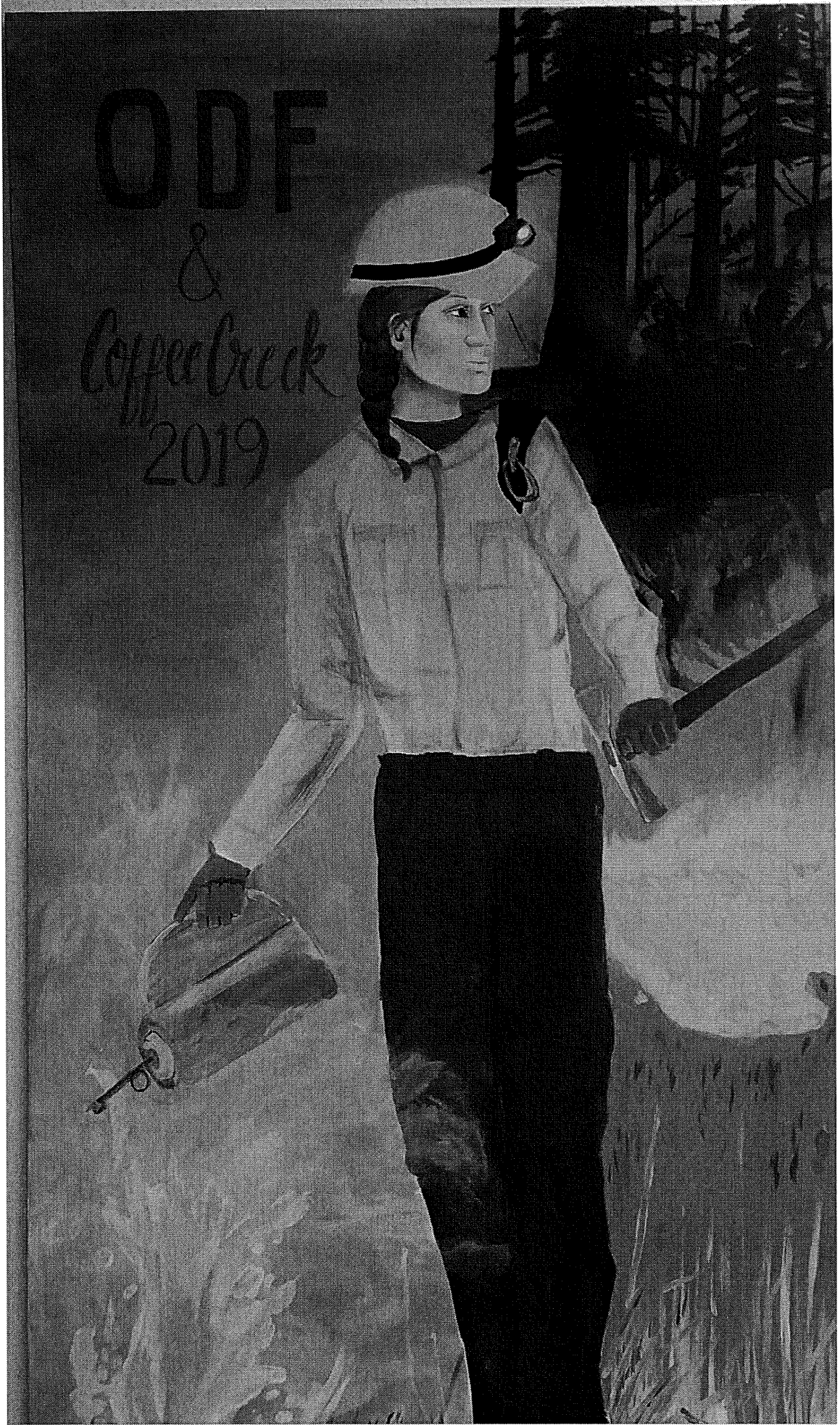
Also, please know an automation change has been requested so the printed face sheet will display the newly recognized name in the “court/legal name” field and the former name as an alternate court name. Until then, the face sheet will display the new name in the court name field. We will notify everyone once that automation change has been completed.

Thank you



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## Protected Moneys Clarification

From: Ms. Stephen, Business Office

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The Protected Moneys Reserve account are for those AIC's that receive checks for:

- Disability benefits for veterans
- Native American tribe or Tribal government
- Railroad retirement benefits
- OCE Prison Industry Enhancement Awards

Funds deposited into the Protected Moneys Reserve account are protected from debt/obligation collection or garnishments.

In order for AIC's to spend from their Protected Moneys Reserve account, they will need to submit a CD28P (green form). If AIC's need additional CD28P forms, please submit an electronic or written request to the Business Services office and more will be sent out.

If an AIC does not receive funds from the above, they are required to submit a CD28 (white form).

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## Rules Changes

From: DOC

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*From the Administrative Rules Program:*

Below is the list of status changes made to DOC administrative rules since 12/23/19.

### **PROPOSED RULES:**

#### **291-123 Hygiene, Grooming and Sanitation**

- Amends the rules to establish consistent standards and clarify the departments policy and operational standards that all adults in custody must be properly attired at all times.
- Last day to provide comments: 04/06/20 @ 5:00 PM

### **TEMPORARY RULES:**

#### **291-123 Hygiene, Grooming and Sanitation**

- Amends the rules to establish consistent standards and to clarify the departments policy and operational standards that all adults in custody must be properly attired at all times.
- Effective: 01/07/20 through 07/04/20

### **PERMANENT RULES:**

#### **291-041 Searches**

- Amends the rules to implement statutory language changes and amends rule language to align with OAR 291-210.

- Effective: 01/31/20

#### **291-013 Use of Force (Institutions)**

- Amends the rules to implement statutory language changes and to align with current practices and equipment.
- Effective: 01/31/20

#### **291-038 Presentence Reports**

- Amends the rules to update administrative rule references and reflect current business practices.
- Effective: 02/19/20

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, they will be returned. DOC rules are available for review and copies in the inmate law library.

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## Birth Certificates and Social Security Cards

From DOC

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Many already know how important it is to have your birth certificate and social security card, but it worth repeating, and even "kyting" about. Aside from the benefits of having your birth certificate while you're still inside, both pieces of identification are essential to your success after release because they are needed to get a job, open a bank account or cash a check, and apply for state or military benefits.

As you approach release, if the DOC does not have a birth certificate or social security card on file for you and if you may be eligible to receive one provided by the DOC, you will receive a kyte from the institution records office. Those approaching age 65 will also be sent a kyte if the DOC does not have a birth certificate on record. The kyte will tell you which piece of identification is missing and give you the means to start the application process. Just fill in the information, and forward the kyte to your institution records office. It's as simple as that.

**NOTE:** To eliminate duplications that could delay your application process, please complete and return only one each of the birth certificate and social security card kyte forms.

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## Green Team

From: Ms. Fitts, Physical Plant

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Help save water by trading out clothing less in the Clothing Rm.—it takes more water than you'll drink your whole life to make one week's supply of cotton clothes! One less T-

shirt will save 700 gallons of H<sub>2</sub>O in the country it was made in. Worldwide, each person is liable for 370,000 gallons of H<sub>2</sub>O use a day. In the United States, we are responsible for 750,000 gallons of H<sub>2</sub>O per person! As consumers, shopping, eating, driving, & playing constitute a small portion of the continual drain on H<sub>2</sub>O reserves. Saving energy can help reduce water too—energy is the top user of water after agriculture. It takes 600 gallons of H<sub>2</sub>O to make a hamburger, that's 15 times more water than a veggie burger & much more than a CCCF veggie tray! Choose wisely.

**FREEDOM!** The Checkerspot caterpillars are finishing their final instar in the G/H Yard Butterfly Storage Shed. After a fine meal of organic Plantago leaves, freshly plucked by the Plantago Crew, they will ship off to protected habitats in Corvallis Oregon via US Fish & Wildlife Service volunteers. The time of cold winter hibernation often ends around President's Day; butterfly "party time" as new births signify the coming of spring & lush greenery. The beauty of adult butterflies & their exotic designs are short lived, but their entire cycle is imperative in our tremendous ecosystem. While Taylor's Checkerspot rarely live more than 2 weeks, several other butterflies live months. Once their joyous flights come to an end, they'll feed & nourish nature promoting new life.

Several factors taken into account before transport timeframes are determined will provide the optimal environment Checkerspot need to thrive in. The joint decision is made by the Oregon Zoo, USFWS & AIC Butterfly Lab Techs. The endangered butterfly program is part of our environmental commitment to reestablish ecosystems in the Northwest & surrounding areas. Thank you for all you do to help support us! Friends & family can now donate funds directly to the Butterfly Programs with a new link on the DOC Facebook page!

Remember to turn on Ch. 50 and listen to nature sounds as you write letters, do chores and simply relax. Enjoy nature's finest on display to remind us why protecting the earth is crucial for our children. Outside, it's that time of year again when the birds are chirping away. Go outside and enjoy the brisk, fresh air of a new season!

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## ATTENTION MOTHERS

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From: CRU

Do you have a baby or toddler under five? Want seven hours a week parenting your child?

Early Head Start offers a bi-weekly opportunity for incarcerated mothers and their children to strengthen their relationship and to preserve the bond of attachment while separated. Mothers gain hands-on parenting experience while their children learn through play and exploration.

Early Head Start is a national program established in 1995 to promote healthy prenatal outcomes, enhance the development of infants and toddlers, and promote healthy family functioning. The mission of the Early Head Start program at Coffee Creek is to promote, strengthen and support bonding and attachment between infants and toddlers and their incarcerated mothers.

Requirements:

Child age from birth to Age 5

Minimum or minimum eligible with gate clearance

Child lives less than 60 minutes away

Transportation to/from the school are Tuesday and Thursday 9:00am - 12:30pm

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## PREA INFORMATION

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From: DOC

It is normal for people who experience sexual abuse to feel overwhelmed and have a lot of questions about what their options are. It is also important to remember no one deserves to be sexually abused. It is not your fault. Surviving and healing is possible.

Inmates who have experienced sexual abuse may reach a community-based advocate by dialing "711" from the inmate telephone system. Community-based advocates provide survivors of sexual abuse information about their options, resources, information and emotional support. Calls to "711" are confidential and free of charge.

Advocates role

- Provide over-the-phone confidential support and crisis intervention related to sexual abuse
- Talk with a survivor about their current and ongoing safety
- Explain reporting options available through PREA
- Support survivor at a sexual assault forensic medical examination
- Support survivor at an investigatory interview related to sexual abuse, as requested
- Educate/teach survivor coping skills for healing from sexual abuse
- Provide resources and referrals
- Provide follow-up support

An advocate's role is

- Not make decisions or tell a survivor what to do
- Not tell a survivor whether or not to report
- Not investigate a crime
- Not provide legal advice
- Not be a survivor's friend
- Not provide therapy
- Not communicate with the institution unless the survivor requests them to do so and only with a signed limited release of information

Community-based advocacy centers provide sexual abuse support to people of all genders. Community-based advocates will not report the sexual abuse unless you request them to do so and if you sign a release of information.

Advocacy crisis lines are not a reporting hotline. If you wish to file a report, you may contact the Inspector General Hotline by dialing 9 on the inmate telephone system, writing an inmate communication, filing a grievance, or writing the Governor's Office at State Capitol, Room 160, 900 Court Street, Salem, OR 97301.

DOC is committed to providing inmates with avenues to seek assistance. Below are additional resources:

Just Detention International Headquarters  
3325 Wilshire Blvd., Suite 340  
Los Angeles, CA 90010

PREA Advocate Coordinator  
Oregon Department of Corrections  
2575 Center Street NE  
Salem, OR 97301

The community-based advocacy crisis line is for individuals needing assistance coping with sexual abuse related issues and is not to be used for other purposes. Contacting an advocate for anything other than services related directly to coping with sexual abuse takes away valuable resources for sexual assault survivors who need an advocate's help. Telephone calls and mail to community-based advocacy centers are considered privileged/confidential communication and will be handled similar to legal calls/official mail.

You may reach your community-based advocate by dialing "711" from the inmate telephone, dialing their direct crisis line number, or sending written correspondence.

PRCF	May Day 1834 Main St., Baker City, OR 97814 (541) 403-0291
SCCI	Women's Safety & Resource Center 1681 Newmark Ave., Coos Bay, OR 97420 1 (888) 793-5612
SRCI	Project Dove PO Box 980, Ontario, OR 97914 (208) 739-5061
SFFC	Tillamook Co. Women's Resource Center PO Box 187, Tillamook, OR 97141 1 (800) 992-1679
TRCI	Domestic Violence Services (DVS) PO Box 152, Pendleton, OR 97801 1 (800) 833-1161
WCCF	Lake County Crisis Center PO Box 774, Lakeview, Oregon 97630 1 (800) 338-7590

CHS advocates are confidential. Dial 711 to speak with an advocate or write to us at:

Center for Hope & Safety  
605 Center St NE  
Salem OR 97301

*The Center for Hope & Safety offers a safe refuge and supportive services for victims and survivors of domestic and sexual violence. Services are provided to survivors of any race, color, creed, disability, religious belief, status, gender presentation or sexual orientation. All services are free and confidential.*

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## Center for Hope & Safety Trainings

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From: Capt Wilson

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Over the next several months, confidential victim services advocates from the Center for Hope & Safety will be providing trainings about Oppression, Domestic Violence, Sexual Assault, Human Trafficking, LGBTQ+ and Trauma & Healing. These trainings are intended for victims and survivors, family and support folks. All are welcome to attend.

The upcoming training that CHS advocates will lead is around **Domestic Violence**. Please join CHS advocates to learn about what domestic violence is, who it effects and what we can do about it.

Future trainings to look forward to:  
February 24 Trauma & Healing  
March 16 Human Trafficking  
April 16 LGBTQ+

CCCF	Center for Hope and Safety (CHS) 605 Center St. NE, Salem, OR 97301 1 (866) 399-7722
CRCI	Portland Women's Crisis Line (PWCL) Advocacy Program PO Box 42610, Portland, OR 97242 1 (888) 235-5333
DRCI	Saving Grace 1004 NW Milwaukee Ave, Suite 100 Bend, OR 97701 1 (866) 504-8992
EOCI	Domestic Violence Services (DVS) PO Box 152, Pendleton, OR 97801 1 (800) 833-1161
MCCF, OSCI, OSP SCI	Center for Hope and Safety (CHS) 605 Center St. NE, Salem, OR 97301 1 (866) 399-7722

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## Weekend at the Movies

From: CRU

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You may request any film be shown for a weekend movie; however, a film may only be shown as long as it meets the DOC's movie criteria as well as copyright rules (Swank).

Due to the volume of requests received, I am unable to respond and will be adding the movie requested to the list of movies that need to have eligibility determined.

Remember, there are several factors that have to be considered when selecting the movies, and these factors vary at each institution. This means that just because a movie was shown at another Institution it may not meet criteria to be shown here. The movie selection process is subject to change without notice.

I will try to ensure there is a combination of movie genre and release date for those being shown. Please remember that there are many residents here at Coffee Creek with many different tastes in movies.

	!!!TBD!!!



**MEDIUM BREW**



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## ADL Worker Wanted

From: Nurse Gordon

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Are you looking for a new job? Are you a kind, caring, compassionate person? Are you looking for a way to help others and give back? Are you respectful and responsible? CCCF is

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currently accepting applications for ADL Worker positions. Activities of daily living (ADL's) are day to day activities like walking or pushing a wheelchair, bathing, dressing, feeding, and toileting that some inmates may not be able to do on their own; they require assistance.

In order to be considered for this position you must be housed in the Medium facility, have 6 months clear conduct and no program failures in the last 6 months. You must also have at least one year remaining of your sentence, and be physically able to lift with no medical restrictions. We are looking for individuals who communicate well with others, are patient, and respect the need for confidentiality. If you are interested in an ADL Worker position, pick up and complete an Inmate Work Application on your unit. Address your completed application to Health Services Nurse Manager and submit by placing in the Health Services kyte box on your unit. Applications received will be screened by Inmate Work Programs (IWP). Applicants who meet the minimum qualifications may be scheduled and called out for an interview. Thanks for your interest.

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## Clinic Orderly Wanted

From: Health Services

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Are you looking for a new job?

Are you an organized & hard-working individual?

Do you like to clean?

Are you respectful and responsible?

Are you looking for a way to help improve the Health Services environment?

CCCF is currently accepting applications for the Clinic Orderly position in Medium Health Services.

In order to be considered for this position you must:

- Be housed in the Medium facility
- Have 6 months clear conduct and no program failures in the last 6 months
- Must have at least one year remaining of your sentence
- Be physically able to lift with no medical restrictions.
- We are looking for individuals who communicate well with others, are self-motivated, detail oriented, complete tasks thoroughly and take pride in their work.

If you are interested in the Clinic Orderly position, pick up and complete an Inmate Work Application on your unit. Address your completed application to Health Services Nurse Manager and submit by placing in the Health Services kyte box on your unit. Applications received will be screened by Inmate Work Programs (IWP). Applicants who meet the minimum qualifications will be scheduled and called out for an interview. Thanks for your interest.



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## Clinic Orderly Wanted

From: Health Services

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Are you looking for a new work assignment? Are you organized and detail oriented? Do you work and communicate well with others. Do you take pride in your work? If so, Coffee Creek's Health Services is looking for you. We are currently accepting applications for a Chart Clerk position.

Chart Clerks are responsible for putting charts together under direction of Health Services staff for all incoming AICs. This position may also have the opportunity to work on additional projects as needed and as time allows.

### To qualify for this position you must:

Be housed in the medium with 6 months clear conduct.  
Be physically capable of lifting up to 25 pounds.  
Have least 1 year remaining on your sentence

### To Apply:

If you are interested in the chart clerk position, send a completed "Inmate Work Application" by **03/05/2020** to Health Services -Tracy Batchelder and submit by placing in the Health Services kyte box on your unit.

Applications received will be screened by Inmate Work Programs (IWP).

Applicants who meet the minimum qualifications & pass the screening process may be scheduled for an interview.  
Thank you for your interest.

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## Important Library Note

From: Ms. Wheeler, Library Services Coordinator

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**You are not to open the library door to ask a "quick question", return a book because "the boxes aren't there", or any other reason unless you are on a callout, your unit has been called for library, or staff has asked you to be sent down. You may not come in because your officer said you could. Unless that officer notifies staff, you are in an unauthorized area.**

**Your quick question needs to be sent in a kyte. You must keep your book(s) in your cell or bunk area until you are scheduled to come to the library, or the return boxes are returned.**

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## Introducing "The Homework Project"

From: Sgt. Bogue, Visiting Sgt

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On Tuesdays your school aged kiddos are welcome to bring their homework assignment and needed textbook (including books for reading assignments) to visiting so you can help them with their homework! We will have school supply kits

available in the visiting room for you and your kids to use and we will have some GED Tutors available if needed as well. Please be aware that children may only bring their textbook and assignment (which of course are subject to search). Nothing else will be allowed to be brought into the visiting room. If you have any questions about the Homework Project, please send a kyte to Visiting- Sgt. A. Bogue Mailbox I-9

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## Craft Program Property Rules

From: Ms. Roach, Lifeskills

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This is a reminder to all Craft Program participants that craft property may only be obtained through authorized orders from approved vendors submitted via Life Skills. Craft property (just like all other property) may not be bought, sold, traded, gifted, loaned or otherwise transferred between AIC's even if all involved are Craft Program participants.

- Receipts for craft orders must be retained in your craft box
- Ownership of any property being released must be verifiable
- All craft property should be able to fit in your craft box. Anything not stored in your craft box is considered contraband per property rules.
- Any property made available by the Chapel must be stored with documentation and may not be sent out through Life Skills
- Each Program Participant is responsible for knowing and complying with the rules of the program. Life Skills staff will provide more information upon request and answer any questions participants have.
- Failure to comply with the Craft Program or property rules will result in progressive discipline.

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## Religious Services

From: Chaplain Brault

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New Class in the Chapel:

The Genesis Process for Change

addresses biblically a fundamental struggle in all our lives: the struggle to change.

The Genesis Group can help those who are willing to change be able to change. The goal of the process is to identify the subconscious fears (which are actually survival belief systems) that control our self-destructive behavior and emotions and resolve them. Whether the issue is anxiety, anger, alcohol, drug or food abuse, a negative, critical attitude, or spiritual stagnation, The Genesis Process will help you find new freedom that lasts. This class meets once a week for 6 months. You must be able to commit to all the things!! Class size is limited, kyte to get an application from the chapel. Class meets Monday afternoons, 1pm-3pm in the Chapel.



## MINIMUM BREW



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## SOAR PROGRAM FOR REENTRY

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*From: Ms. C. Tabert*

Young Adults:

18-24

Currently on probation/parole

No sex crime convictions other than prostitution

Looking to complete Diploma/GED

Looking to complete a training program

Adults:

25 and up

Released from jail/prison within the last 180 days

Currently on probation/parole

No sex crime convictions other than prostitution

Looking to complete Diploma/GED

Looking to complete a training program

We offer incentives, support services, wrap around services and individualized case management. We follow the participants for 18 months of direct interaction. We have an in-house employment specialist to help participants find employment. We offer workshops and trainings on parenting, conflict resolution, resume and cover letter writing and soft skills/hard skill building for work readiness.

If you are interested in hearing from SOAR and/or signing up please Kyte Ms. C. Tabert in D17.

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## Dave Ramsey Financial Peace University

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*From: Ms. C. Tabert*

The class will be offered as a "Self-study" course with participants meeting for 9 consecutive weeks to view the DVDs.

The nine-week class will cover:

- \$ Saving money
- \$ Relating with money
- \$ Cash flow planning
- \$ How to reduce and eliminate financial debt
- \$ The power and influence of marketing
- \$ The role of insurance
- \$ Retirement and college planning
- \$ Real estate and mortgages
- Charitable giving

FPU classes meet for 1 hour on Saturday afternoons from 1-2pm.

Kyte C. Tabert in D17 if you wish to participate.

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## MINIMUM RELIGIOUS SERVICES

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From: Chaplain Al-Amin

Please check the Religious Services Calendar for the month in your dorm for a schedule of meeting times and dates for services