

# The Echo

Eastern Oregon Correctional Institution Newsletter

## Points of Interest:

- EOICI to begin proctoring correspondence course exams again.
- New Directions scheduled with limited return in winter term.
- Seasonings and Spices fundraiser delivery delayed.

## Inside this Issue:

Snapshots Around EOICI	2
Work Opportunity Tax	3
Vocational Training	4
Distance Education	4
Life Skills	5
Overview of a Clemency	6
Handling Student Loans	8
Accounts - Saving Money	9
Collagen Based Diets	10
Norovirus - What to Know!	10
Drawing Portraits - Part 4	11
Solar Empowerment	12
Using Figures of Speech	13
WBE Automotive - Hiring	14
COVID Boosters Available	14
Holiday Canteen Items	15
Fundraiser Delivery Delayed	15
Rule Changes	16
Bulletin Board	17

## Visiting at EOICI

Re-opens November 17th, 2021



### Scheduling

- All visits must be pre-scheduled. The scheduling system went live on November 10, 2021 on the **ICS Corrections website**.
- Only one visit per week can be scheduled at a time to allow more family and friends the opportunity to visit their loved one.
- Visiting sessions times have changed, and will be approximately 2.5 hours long. EOICI cannot account for visiting delays (such as a visitor not having ID, wearing metal, not being current on their visiting status, etc).

### Precautions

- Each AIC will be allowed 2 visitors per visit regardless of age (i.e. 2 adults or 1 adult and 1 child).
- All visits will be non-contact and social distancing will be enforced.
- AICs in quarantine or isolation will not participate in visiting.

- Visitors must wash hands in the hand wash building outside the institution before entering the facility.
- Visitors will be symptom screened and temperature checked; visitors who are sick or symptomatic will not be allowed to visit.
- Both AICs and visitors must always wear appropriate face coverings and will perform hand hygiene immediately before and after the visit.
- No food or drink will be allowed at this time.
- No photo opportunities will be offered at this time.
- No toys, games, cards, or magazines will be accessible, nor the play area for children at this time.
- Vending machines will not be accessible to AICs or visitors at this time.



**Failure to comply with any regulation will result in the termination of the visit**

# Snapshots Around EOCI

A Quick Look at This Month's Projects

## Carpentry Shop

The Carpentry Shop has been very busy this month, participating in various roofing projects around the institution.



*Benjamin Edwards cuts out ply board to be used on the roof repair project.*



*Millwright Buford Harper removes shingles from the recycling shop roof.*



*Trevor Sorensen and Pablo Perez repairing the recycling shop roof.*



*Left: Jeff Cox works on a corkboard for an office in the institution.*



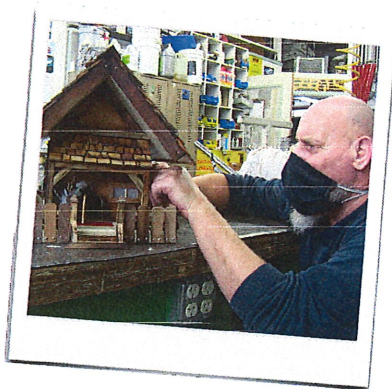
*Right: Avila Gomez carves a bowl on a wood lathe.*

## HVAC and Maintenance Shops

The Maintenance and HVAC Shops shift gears as their workload changes to accommodate the cold season. Repairing heating units and failing components take up most of their time now.

## Metal Shop

The Metal Shop spent the month fabricating trash carts and installing various structural components in the institution.



*Jason Mathers puts the finishing touches on a new "mouse house" vermin trap for the physical plant.*

*Below: Marcus Hatridge and Jonathan Ramirez take a measurement on the trash cart they are fabricating.*



*Right: Metal shop orderly Daniel Carter and welding assistant Gerry Hight help lead-welder Nicholas Escriva install an awning over the electrical shop entrance.*

# Work Opportunity Tax Credit

A Letter to Prospective Employers

Written by Phillip Luna

Businesses who employ a previously incarcerated individuals can benefit from a \$2,400 Work Opportunity Tax Credit. AICs within one year of release can send a communication form to IWP if interested in obtaining the following letter informing potential employers of this tax credit - which is an excellent piece of information to include with a job application.

Important Note

If you are **within one year** of your release date and would like a copy of this employment tax credit letter, send a communication form to IWP and one will be provided to you.



**Oregon**  
Kate Brown, Governor

Employment Department  
875 Union Street NE  
Salem, Oregon 97311  
(503) 947-1394  
TDD (503) 947-1391  
[www.Employment.Oregon.gov](http://www.Employment.Oregon.gov)



Dear Prospective Employer,

This letter is to inform you of the potential for a **\$2,400.00** Work Opportunity Tax Credit for hiring [redacted] within one year from [redacted].

The **Work Opportunity Tax Credit (WOTC)** is a Federal tax credit designed as an incentive for businesses to hire from populations (target groups) that face significant barriers to employment. One such target group includes individuals who have been convicted of a felony or released from prison during the one year period ending on the hire date.

The primary objective of the program is to enable these individuals to move from economic dependency to self-sufficiency as they earn a steady income and become contributing taxpayers. Participating employers are compensated through a reduced federal income tax liability.

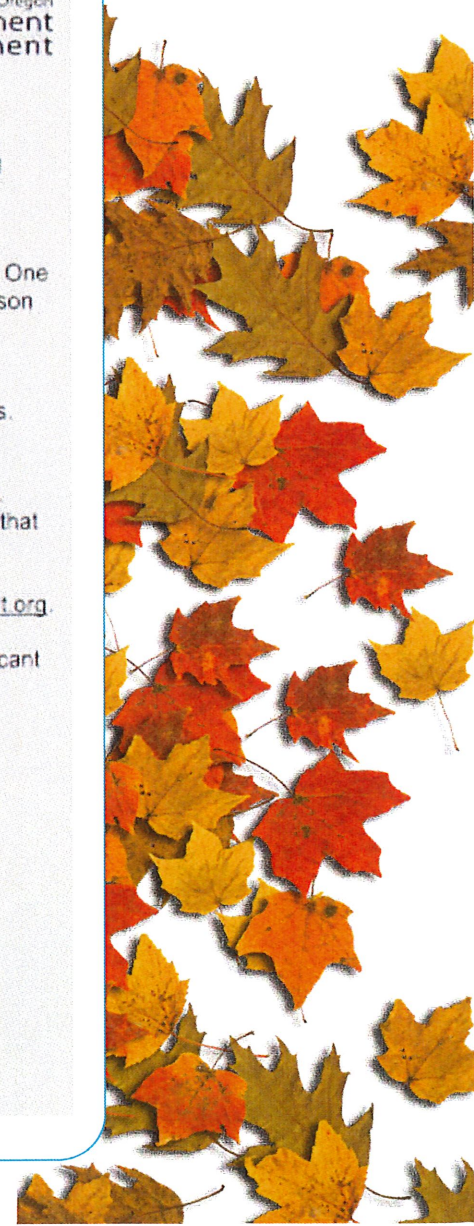
In addition, the Oregon Employment Department participates in the **Federal Bonding Program**. Employers can receive \$5,000 fidelity bonds, free of charge, as an incentive to hire job seekers that do not qualify for commercial fidelity bonds.

For more information on the hiring incentives mentioned above please visit [www.oregontaxcredit.org](http://www.oregontaxcredit.org).

**Note to Employer:** You must apply for the WOTC tax credit within 28 days of the time the applicant begins work.

Oregon Employment Department  
WOTC Unit, Room 201  
875 Union Street Northeast  
Salem, OR 97311  
1-800-237-3710, ext. 71636  
[Oregon.WOTC@Oregon.gov](mailto:Oregon.WOTC@Oregon.gov)  
[www.oregontaxcredit.org](http://www.oregontaxcredit.org)

Oregon Department of Corrections  
Reentry and Release  
2575 Center Street N.E.  
Salem, OR 97301  
[DOC.Info@doc.state.or.us](mailto:DOC.Info@doc.state.or.us)  
[www.oregon.gov/DOC](http://www.oregon.gov/DOC)



Important Note

Personal Trainer certifications are normally valid for two years. For more information, including pricing, contact the International Sports Science Association directly.

Article Note

EOCI will be able to proctor exams for AICs enrolled in distance education courses for Spring of 2022.

More information will be provided in December.

# Vocational Training

International Sports Science Association

*Excerpt from the ISSA website*

## Become a Personal Trainer:

ISSA offers Personal Training Certification for incarcerated individuals. ISSA combines the study of fitness and healthy living with a positive mental attitude to exercise while incarcerated. Personal Trainers have a high job placement rate at an average income of \$44,000 per year.

- Learn entirely through textbook and printed materials.
- Self-study or Vocational Training Instructor-led programs available.
- 74% of students complete the program and earn their certification.
- Typical time of 8-12 weeks.

## About the ISSA:

The ISSA was founded in 1988 with the mission of increasing the fitness of the people on our planet by helping more fitness professionals enjoy a successful career in fitness. Today, the ISSA is the world leader in fitness education and has certified over 300,000 trainers globally in 143 countries.

**For pricing and course requirements, contact the International Sports Science Association directly.**

## Contact Information:

International Sports Science Association  
7227 N. 16th St., Suite 262  
Phoenix, AZ, 85020 USA

# Distance Education

Exam Proctoring

*Provided by Correctional Rehabilitation*

## Details

- AICs must have their course pre-approved before enrolling.
- EOCI does not provide school information, academic advising, information about degrees, programs or certificates. It is the AIC's responsibility to contact colleges to determine requirements.
- AICs will need to do their own research and may need assistance from friends or family outside of EOCI.

## Approval Process

- Submit the EOCI Correspondence Course Approval Request form to: Ms. Halbert, Correctional Rehab. Forms are available on your housing unit.
- Specify what assistance, if any, will be needed for proctoring college placement exams.
- Specify what assistance, if any, will be needed for proctoring the exams for

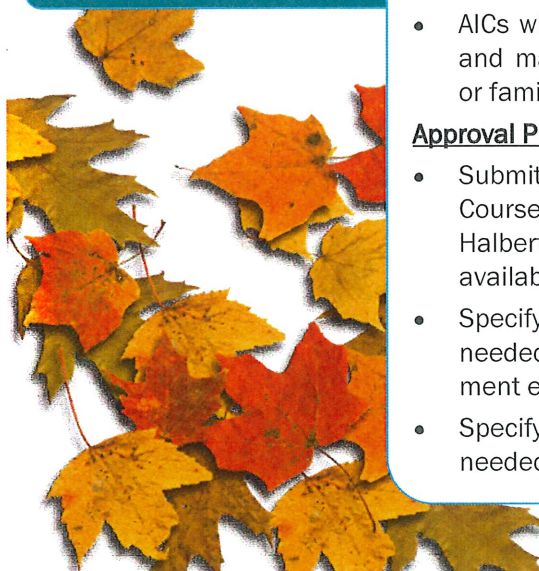
course(s). Please specify the number of quizzes or test that will need to be proctored.

## Additional Information

Most college correspondence courses require internet access which AICs do not have while in DOC custody. The school will need to supply paper assignments, paper exams/quizzes. When contacting schools please be sure to check that all communication can be done handwritten, sent by the US postal service. Email/internet access will not be authorized.

AICs may order self-study materials such as books for your course(s). Please be advised computers will not be available for viewing CD/DVD's.

AICs who are employed need to coordinate with their supervisor to be available during exam proctoring hours. Exams will be proctored on Tuesday mornings in the visiting room.



# Life Skills

American Community Corrections Institute - Life Skills

Provided by

The American Community Corrections Institution

Important Note

Contact the American  
Community Corrections Insti-  
tute for more information.

The American Community Corrections Institute (ACCI) offers a variety of cognitive life skill courses that are designed to help AICs overcome self-defeating thoughts and behaviors. These are correspondence courses that any AICs can participate in for the discounted price of \$45.

ACCI uses a philosophical model called cognitive restructuring, which focuses on faulty thinking and behavior. They have been working with AICs since 1975.

## Available Self-Directed Courses

- Anger Management
- Cognitive Awareness
- Domestic Violence
- Offender Responsibility
- Offender Corrections
- Driving Under the Influence
- Employment
- Substance Abuse
- Parenting
- Theft/Shoplifting

## Benefits:

- Correspondence courses proven to successfully challenge criminal thinking.
- Nationally recognized evidence-based curriculum.
- Easy to read and understand. AICs can work at their own pace.
- Reduced price of \$45 for AICs.
- Can be completed with another AIC of your choosing (coach).
- Successful participants receive a certification of completion.

## Instructions:

**Step 1:** Choose which course from the catalog is most appropriate for you.

**Step 2:** There are two options for ordering:

- You can have a friend or relative visit their website, [www.inmatelifeskills.com](http://www.inmatelifeskills.com) and order the course on your behalf. Or, they can call 435-633-2100.
- You can order by mail via CD-28. Send mail to: ACCI—CF,P 1675 N. Freedom Blvd Suit 5 B Provo, Utah 84604.

**Step 3:** Once received, ACCI will mail your course(s), which includes instructions, the course(s) of your choice, and a self-addressed, postage-paid return envelope. Complete and return.

**Step 4:** When ACCI receives your completed course, it will be hand-graded, certified, and upon successful completion, a certificate will be mailed to you.

*\*Discounts for multiple courses ordered at the same time.*

For more information, **or to request a course catalog** with descriptions for all available courses, contact ACCI at:

**ACCI—CF,P**

**1675 N. Freedom Blvd Suit 5 B**

**Provo, Utah 84604.**

**Or have friends or family call:**

**435-633-2100**

Although ACCI works with AICs and court referred clients, they are not a part of the Department of Corrections. Again, for more information on what ACCI offers, please contact them directly.



Article Information

A clemency petition should include a personal statement, letters of support, and a release plan.

The information in this article was provided by the Criminal Justice Reform Clinic.

Contact Information

Northwestern School of Law  
of Lewis & Clark College  
10101 S. Terwilliger Boulevard  
Portland, Oregon 97219

# Overview of a Clemency Petition

## What Should Be Included

Information provided by the  
Criminal Justice Reform Clinic

### What is a Personal Statement?

This statement is an opportunity to tell your story in your own words. It can include events in your life before your crime, who you were at the time of your crime, and how far you have come since then. The statement should be organized with a clear beginning, middle, and end. The beginning is an account of your early life, the middle focuses on the events surrounding the crime, and the end discusses your rehabilitation while incarcerated and who you are today. While it is important to write about your past and who you were at the time of the crime, keep in mind the story you are telling is meant to help the reader understand who you've become. The statement should follow a basic narrative of *"this is who I was in my past and what led me to where I am, but more importantly, here is who I have become."*

### Beginning

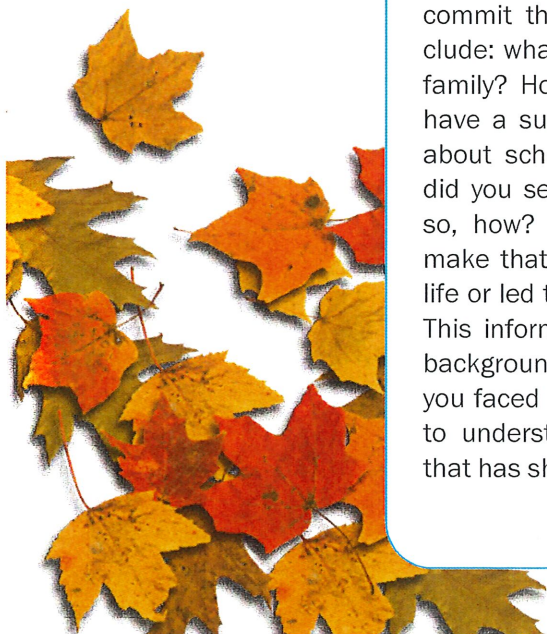
The beginning of your story should fill the reader in about your experiences before the crime. Examples of what to write include talking about early trauma, explaining the circumstances of your childhood and adolescence, and helping the reader to understand what events may have led you to commit the crime. Relevant questions include: what was your relationship with your family? How was your home life? Did you have a support system? How did you feel about school and your education? Where did you see that impacted growing up? If so, how? What kinds of choices did you make that impacted the directions of your life or led to your involvement in the crime? This information includes insight into your background and potentially the difficulties you faced growing up. You want the reader to understand your background and how that has shaped your life.

### Middle

The middle of the statement should explain what happened leading up to, during, and following your crime. It is important to know that a clemency petition differs from a legal proceeding—you are requesting mercy from the Governor. You should communicate that you take full responsibility for your role in the crime, that recognize the impact it has had on others (the victim, their family, and the community), and that you express genuine remorse. Let the reader know about your thinking and mindset at the time, and try not to gloss over the details. The more you can explain your role the more opportunities you have to communicate your sense of responsibility and remorse.

### End

The end of the statement is the most important part because it explains how you have reformed, rehabilitated, and transformed yourself while in prison (i.e. why should the Governor consider you for clemency)? To show why you should be granted clemency, it is important to demonstrate your positive development while incarcerated. This section is important to demonstrate your positive development while incarcerated. These efforts may include therapy, treatment, counseling groups, rehabilitation or other therapeutic programs you have participated in, education opportunities you have pursued, vocational training, or job skills you have developed. You should discuss employment experiences you have had while incarcerated because jobs and other responsibilities speak to your trustworthiness and good conduct. Also, discuss other activities you have taken part in like times when you've helped others and programs you've participated in. Some questions to consider include: How have things you have participated in since



**Overview of Clemency Petitions...** (continued from previous page)

your incarcerated helped you grow personally. What are your biggest accomplishments while incarcerated? What are you most proud of? What skills or tools have you gained during your time in prison that will enable you to be successful and up-standing citizen outside of prison?

Lastly, remember that this statement is your own story in your own words. This is your chance to tell your story (your background, life, and character). Be candid, genuine, honest, and remorseful. The reader will hear your voice coming through in your writing and gain a better understanding of who you were as a person.

**Letters of Support**

Letters of support from people in and outside are very helpful. Reach out to any family or other individuals outside of prison to write letters of support on your behalf. If they knew you before or at the time of your crime, they will be able to speak to the positive changes you have made. If you have family or friends writing on your behalf who may be able to offer you support when you're released, you should ask them to include this information in their letters. Also consider reaching out to employers, teachers, mentors, coaches, religious leaders, community members. Anyone affiliated or unaffiliated with the prison who can attest to your character, your development while in prison, or your participation and engagements in various settings is worth contacting.

The more letters of support you collect the better. Even if you have not spoken to a potential letter writer in a long time, consider requesting they write a letter of support. Remind your letter writers to introduce who they are and how they are connected to you at the beginning of their letter so it is clear and understandable. All of your letters of support should be addressed and written to the Governor.

**Release Plans**

Including a release plan is helpful for a clemency petition because it shows the reader that if you are granted clemency, you have a plan in place that will enable your success. The release plan could provide information about where you may plan to live and with whom, what areas of employment you wish to pursue, where your skills may qualify you for future jobs, how you plan to maintaining mental health or addiction support, and how you plan to comply with any conditions regarding your release. You may also want to include your plans for continuing to engage in social and recreational activities or plans to volunteer or give back to the community.

**Other Things to Note:**

If you have photos from events that highlight your successes, such as graduation from programs in prison, participation in the activities you discussed in your statement, or childhood photos, you should include these to give the reader a better sense of who you are.

Many clemency appeals include copies of awards, certificates, transcripts, or records you can obtain that document your completion or success in any programs or treatment you have participated in.

A cover page (perhaps with your photo) may be helpful to put at the front of your clemency petition. Additionally, try to maintain consistency in font, margins, and spacing throughout the document. It may be helpful to use titles or section headings to clearly indicate what the reader is looking.

**Please note:** All information here was provided by the Criminal Justice Reform Clinic. These materials do not constitute legal advice but only legal information, independent research specific to the circumstances of the case and representation and referral with an attorney is always advisable.

Article Note

Contact the law library for more information.



# Financial Security

## How to Handle Student Loans

Written by Phillip Luna

### Contact Information

1-800-621-3115  
Default Resolution  
Group, Department  
of Education

[studentloans.gov](http://studentloans.gov)

[studentloanplanner.com](http://studentloanplanner.com)

[mygreatlakes.org](http://mygreatlakes.org)

[studentaid.ed.gov](http://studentaid.ed.gov)

Many AICs have pre-incarceration student loan debt, and while this may be the furthest thing from your mind, students loans can follow you for decades and ruin your credit if not handled properly.

### **Incarcerated 10 years or less:**

The Department of Education (DOE) should recall your accounts and stop active collections until the AICs earliest possible release date. Once released, the account should be active again.

### **Incarcerated 10 years or more:**

The DOE says student loans will be written off. Debts can be reinstated for borrowers whose loans have been written off (as a result of prolonged incarceration) if they wish to make repayment arrangements upon their release.

However, the DOE may not know you are incarcerated and therefore may not have written off your loan or stopped active collections. It may be necessary to contact the DOE to ensure your loan is not gathering interest. Contacting the Default Resolution Group at the Department of Education, 1-800-621-3115, or having a family member or your power of attorney visit the website [studentloans.gov](http://studentloans.gov) are the easiest ways to check on the status of your loans. Your yearly free credit report should also contain information on your loans.

Some loans can be consolidated and placed on the REPAYE plan, which limits anything you owe to payments of 10% of your income. Have your family or power of attorney visit [studentloanplanner.com](http://studentloanplanner.com) to find out more.

When enrolled in any income driven payment plan you will still get credit towards the general student loan forgiveness option, which takes 20-25 years. Everyone has this option. Basically, if you are making payments for 20-25 years and still owe af-

ter that time, most loans can be forgiven tax-free. A better program than the general loan forgiveness is the Public Service Loan Forgiveness Program (PSLF). This is a program where you pay based on your income for 10 years and then have your balance forgiven tax-free. Not all loans are eligible for this program.

To summarize this, the DOE is supposed to write off your student loans if you are serving more than 10 years, and delay the accounts if you have less than 10 years. However, they may not be aware that you are incarcerated. Your loans could be gathering outrageous amounts of interest while you are here and that is worse for your credit than writing off a loan.

Many repayment programs are based off of a percentage of your wages and PRAS awards are not wages. 10% of zero is still zero. There is a possibility you can be in a repayment plan, paying zero dollars per month which will count towards loan forgiveness. You'll avoid defaulting on your loan because your payments are "current", which will also help reduce the impact on your credit score.

Once you are released, if you have defaulted on your student debt, you can experience severe penalties such as wage garnishment, seizure of tax refunds, and even a loss of a portion of your Social Security Check.

To learn more, have a family member or your power of attorney contact:

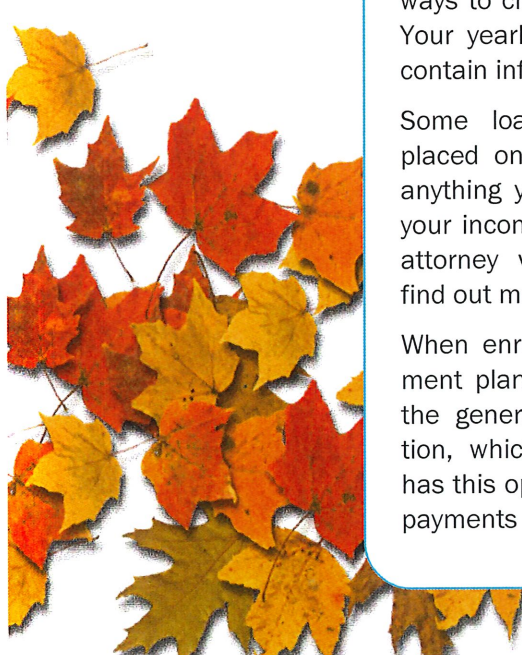
1-800-621-3115 Default Resolution Group,  
Department of Education

[www.studentloans.gov](http://www.studentloans.gov)

[www.studentloanplanner.com](http://www.studentloanplanner.com)

[www.mygreatlakes.org](http://www.mygreatlakes.org)

[www.studentaid.ed.gov](http://www.studentaid.ed.gov)





# Saving Money

What is the Purpose of Each Account?

Information provided  
by Financial Services

There are five different accounts an AIC can have - a General Spending, a Protected Funds, a Transitional Savings, a General Savings and an Obligated Reserve Account.

## General Spending Account:

The General Spending Account is where PRAS awards deposit and where canteen purchases are withdrawn from normally.

- Primary spending account.
- Eligible deposits are received into this account (outside deposits from family or friends and PRAS awards).

## Protected Funds Account:

Not everyone has a Protected Funds Account. Protected Funds are not eligible for COFO deduction or for the 5% deduction for a Transitional Savings Account.

Use the green Request for Withdrawal of Funds from Protected Reserve form (CD28P) to facilitate financial transactions from the protected reserve trust account.

Examples of protected deposits sources:

- Veterans disability benefits.
- Monies from Native American tribe.
- OCE PIE Awards.

## Transitional Savings Account:

The Transitional Savings Account (TRSA) is filled automatically until it reaches the \$500 requirement. Every deposit made into your General Spending Account or PRAS award you receive will have 5% taken from it and placed into this account. After the \$500 minimum is reached you may elect to continue adding to this account at 5%. However, if you have COFOs you cannot exceed \$500 on this account until your debts are paid off.

- 5% of each eligible deposit is deposited into transitional savings trust account until the account reaches \$500.

- AICs may elect to transfer funds into the transitional savings trust account by submitting a transfer request form, CD1832 up to \$500. AICs may make deposits into this account once per calendar month.
- AICs may elect to continue a 5% deduction of eligible deposits beyond \$500 if COFOs have been completely satisfied.
- Funds in the transitional savings account are not available until the AIC releases from DOC.
- Funds in the transitional savings trust account are protected from debt/obligation collection or garnishment.

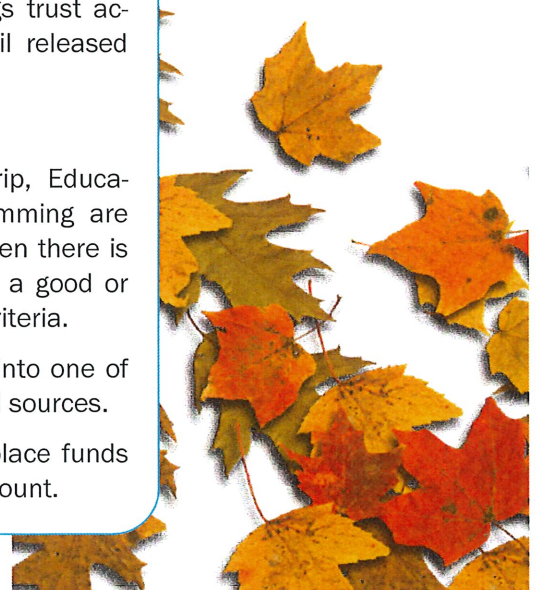
## General Savings Account:

Everyone has a General Savings Account. You can deposit into this account at anytime by filling out a CD-1832 Transfer Request Form, but this account is NOT protected from DOC debt or non-DOC debt collection. If you owe any debts, it can be collected from this savings account. COFOs will not be collected from this account.

- AICs may elect to transfer funds into the general savings trust account by submitting a transfer request form CD1832. AICs may make deposits into this account once per calendar month.
- Funds in the general savings trust account are not available until released from ODOC custody.

## Obligated Reserve Accounts:

- Medical, Optical, Dental, Trip, Education, Religious, and Programming are accounts AICs would use when there is a need to reserve funds for a good or service that meets specific criteria.
- AICs may receive deposits into one of these accounts from external sources.
- AICs must be approved to place funds into an obligated reserve account.



# Collagen Based Diets

Good to Know

Written by Patrick Gazeley-Romney

Collagen is the term for the main structural proteins found in skin and connective tissue throughout human and animal bodies. These important proteins account for about 30 percent of the protein in the human body. There are over 29 types of collagen, comprised of combinations of 19 different amino acids.

As we grow older and our bodies age naturally, collagen production levels decrease. When collagen production slows there is a reduction in the skin's elasticity and thickness leading to wrinkles and sagging skin. Internally, decreased collagen levels may lead to stiffness in joints and connective tissues, shrinking of muscles, joint pain or osteoarthritis and gastrointestinal problems.

While there have been small and limited studies done on the positive effects of collagen supplementation and dieting, it is unclear whether the benefits could have also occurred by eating any type of protein or maintaining a healthy diet in general.

Proponents of a collagen-centric diet claim that it can help one maintain youthfulness, energy and beauty. Logically, increased collagen production could help strengthen joints or tendons that have been weakened through the natural aging process.

Good sources of natural collagen: fish, chicken, egg whites, citrus fruits, berries, red and yellow veggies, garlic, white tea, leafy greens, cashews, tomatoes, bell peppers, beans, avocados, and soy.

# Norovirus

Contact Health Services If You Have Any Symptoms

*Provided by Health Services*

## About Norovirus

Norovirus is a very contagious virus that causes vomiting and diarrhea. Anyone can get infected and sick with Norovirus. You can get Norovirus from:

- Direct contact with an infected person.
- Consuming contaminated food or water

Touching contaminated surfaces and then putting your unwashed hands in your mouth.

## Norovirus Symptoms

The most common symptoms are:

- Diarrhea
- Vomiting
- Nausea
- Stomach pain

## Prevent Norovirus

Protect yourself and others from Norovirus:

- Wash your hands often.
- Rinse fruits and vegetables.

Avoid preparing food for others when sick and for two days after symptoms stop.

## Trends and Outbreaks

- Outbreaks are common.
- The virus spreads very quickly.
- Norovirus spreads:
  - From infected people to others.
  - Through contaminated foods.
- Outbreaks can happen anytime, but they occur most often from November to April.

Contact medical as needed for treatment.

