

SCI AIC NEWSLETTER

JUNE 3 2022 EDITION

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Hearing Notice from the Court

What do I do as an AIC that receives a Hearing Notice?

Unable to contact the court with the phones here
Contact staff here.

The **best way** to be able to proceed:

Contact family/friends and give them the information on the Hearing Notice:

Contact number on the Hearings Notice – SCI is conducting phone calls (at this time)

Give the case number, your full name and SID# to your contact, THEN your contact
can call the court. They can give out the SCI staff information in the next step

Give your contact (Family/Friend) the staff contact (Ms. May 503-378-3109) OR DOC
website for professional calls (follow prompts under SCI section)

What happens next?

Court contacts S. May to schedule

Call-out is entered & a reminder kyte sent

Complete your call in assigned location (Unit 2 call room)

Do I need to follow-up and send a kyte to staff?

If you receive another Hearings Notice from the courts, the process will need to be repeated.

Sometimes you may need to call/ write your attorney, not staff.

Education Updates

FAFSA is available in July 2023. AICs are sending kytes requesting FAFSA and there are no forms or information for Education to give out. When July 2023 gets closer DOC Education Unit will send out updated information when it is available.

The next Corban Class is currently postponed due to Corban's request. It will not start in Fall, 2022. We are uncertain if it will begin in January 2023 or later.

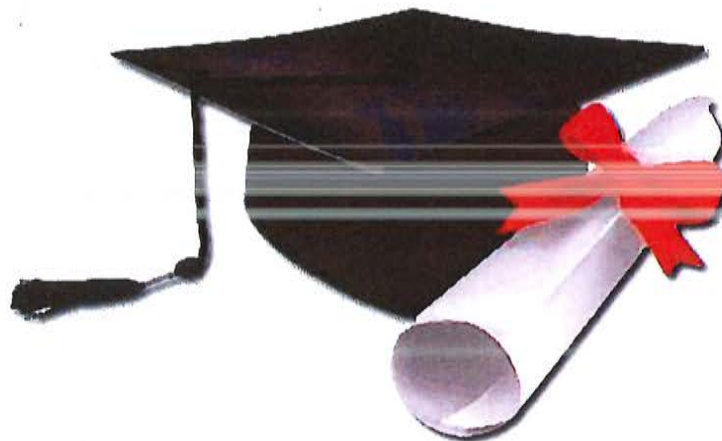
Once we know when Corban would like to start their next class, we will advertise in the AIC newsletters and interested students can apply then.

Salary increase with a GED

Well, it is no surprise that people who hold a GED diploma earn higher salaries than people who don't have the credential. The question is, how much more will you earn.

Research by the U.S. Bureau of Labor Statistics indicates that the salary increase is approximately 25% on average. That's quite something, right? So it seems that earning your GED credential is really rewarding!

If you would decide to continue your education even further, your salary will go up even higher. Some companies, such as Amazon, actively promote further education for their employees and are even [paying for college tuition](#) to enhance their workers' professional options!



Mailroom Reminder!!!

Reminder that your names and SID#, full return address with full name is required on ALL mail.. On AIC to AIC mail, letter, 1 drawing, 1 photo and nothing else inside envelopes. No stains on envelope or the paper inside. No using other AIC envelopes..

Canteen News

Due to year-end inventory, sales of the following pre-sale items will be suspended from

May 27th close of business - July 1,2022.

Incentive form

Incentive Order Form			
Please use my Protected Funds for this order		<i>Please allow extra weeks for delivery as we do not receive envelopes at home.</i>	
Signature Required		Your order was processed	
SID: _____	Date: _____	Ship Order \$	
Name _____		Incentive Order \$	
Last	First	TF Order \$	
Institution	Block-Unit	Cell-Bunk	Your order was NOT processed:
Qty Level	Guitar	Price	Insufficient Funds
2 and 3	Piran Blue Custom Guitar	⊙ \$978.00	Item is out of stock
2 and 3	Vertart Electric Guitar Gig Bag	⊙ \$78.65	
Qty Level	Acoustic Guitars and Accessories	Price	Discontinued Item
2 and 3	3404 Yamaha F325 Right	⊙ \$264.55	Incorrect Incentive Level
2 and 3	3410 Yamaha FG820SL Left	⊙ \$628.41	
2 and 3	3415 Yamaha FG800 Right	⊙ \$403.26	No Protected Funds in unit sign
2 and 3	Yamaha Acoustic Guitar Case	⊙ \$181.04	
2 and 3	Dreadnaught Gig Bag	⊙ \$78.65	Other
2 and 3	Dean Markloy Acoustic P/U	⊙ \$64.35	
2 and 3	D'Addario EFT Instru. Cable	⊙ \$20.74	
Qty Level	Ukulele & Accessories	Price	
2 and 3	Snprana Ukulele	⊙ \$107.25	
2 and 3	TLK Snprana Ukulele Gig Bag	⊙ \$23.67	Your Name, SID, Institution, Unit and Bunk must be completely filled in

Any orders submitted for suspended items during this period will be cancelled. Normal sales of these items will resume beginning July 1, 2022.

ATTENTION!! 5/9/22

Personal Property Reduction Notification

AICs,

You are hereby notified that under ORS 179.040, 423.020, 423.030, and 423.075, that within the inherent limitations of resources and the need for facility security, safety, health and good order, a mandatory reduction of property is in effect. You will have (45) forty-five days to reduce this property by self-reduction, family, or friend property pick-up, or sending by mail. Failure will result in disposal.

291-117-0080 – Authorized AIC Property

SCI provides (2), two large black storage containers to contain your state clothing and the following property items:

- 1 – TV
- 1 – Alarm Clock
- 1 – Watch
- 1 – Calculator
- 1 – Radio
- 1 – Headphone with one ear bud
- 1 – plain smooth wedding band
- 1 – MP3 player

Religious Items for religious use by AIC and authorized by staff chaplain

- 1 – acoustic guitar or another stringed instrument

Existing electric guitar.

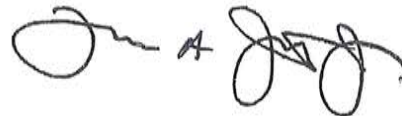
Personal and authorized books, magazines, newspapers, photos, personal mail, and any item purchased through the canteen or another approved process

Authorized legal material

APPROVED

MAY 09 2022

Security Manager



Excess Personal Property Reduction

You may bag and tag your property on 2nd or 3rd shift and have it taken to MPB for pick up by June 24th. Pick up can be 2nd or 3rd shift, 7 days a week.

If you are on an outside work crew – 3rd shift

If you program or inside work – 2nd shift

































Get with your on-shift Unit Supervisor

Also: Any items on the half walls are going to be confiscated as common property! Do not use half walls

Photos for the Cinco De Mayo Celebration

Cinco De mayo Photos will be done through the events coordinator Ms. May.

COMMUNICATION FLOW CHART FOR SCI

ISSUE (S)		FIRST STEP		SECOND STEP
Housing Unit Issues Security Issues Visiting Room Questions		Unit Officer		Watch Sergeant
Intake & Release Clothing & property Issues		Unit Officer		Receiving and Discharge
Inmate ID Cards		Unit Officer		Tool and Key
Work Assignment Issues PRAS Award Questions		Unit Officer		Work Assignments Coordinator
Maintenance Issues (Heating, cooling, shower temps etc)		Unit Officer For Review		Physical Plant Manager
Safety Issues		Unit Officer Review for immediate attention or forwarding		Safety Manager
Food Service Issues		Unit Officer		Food Service Manager
CD28's, Trust and Account balances		Unit Officer		Business Services OSP
Package Authorizations		Operation's Lieutenant		Institution Security Manager
Health Services Issues and Questions		Nurse Manager		Health Services Manager
Transfer Requests Clearance Levels AIP Eligibility Transitional Leave applications and questions Special Visits Case Management		Correctional Counselor		Correctional Rehabilitation Manager
Release Information Questions and Concerns		Release Counselor		Release Services Administrator Central Office
DMV ID Cards		Release Counselor Jones		Release Services Administrator Central Office
Social Security Cards Birth Certificates Incentive Housing Units Concerns and Questions Movie Questions		Incentive Housing Units Coordinator		Correctional Rehabilitation Manager
Indigent Envelopes Visiting Application Processing Toastmasters Club Music CD Orders		Correctional Rehabilitation Assistant		Correctional Rehabilitation Manager

COMMUNICATION FLOW CHART FOR SCI

Level 5&6 Canteen Special Orders		Correctional Rehabilitation Assistant	➔	Correctional Rehabilitation Manager
Visiting Approvals and Appeals Visiting List Maintenance	➔	CCMU	➔	Superintendent
Oregon Health Plan PO Reach Ins Transition Classes Resource Packets Release Programs for Veterans DMV License Issues Employment Kiosk Release Housing & Subsidies Social Security Benefits	➔	Transitions Coordinator	➔	Transition and Release Administrator Central Office
Cognitive Programs Pathfinders Think Parenting	➔	Pathfinders	➔	Western Region Operations Manager CCCF
GED / Diplomas Community College Keyboarding Computer Classes	➔	Education MPB Building	➔	Education Manager OSP
Earned time computation Six Month Reviews Classification Sentence Detainers Inmate Locater	➔	Records SCI	➔	Institutions Records Manager OISC
General and Legal Library NOTARY Services Legal Calls and teleconferences	➔	Legal Librarian SCI	➔	Correctional Rehabilitation Manager
Religious Issues and Services Religious Classes Home for Good	➔	Chaplain SCI	➔	Assistant Administrator Central Office
Grievances & Discrimination Complaints	➔	Grievance and Discrimination Coordinator	➔	Superintendent
Canteen Issues Ordering	➔	Canteen CDC / Warehouse	➔	Commissary Manager CDC / Warehouse
Mail Reviews Rules, Process and Appeals	➔	Mailroom Staff	➔	Mailroom Supervisor Superintendents Assistant
Inmate Telephones Broken, connections Deleting Telephone numbers	➔	Inmate Phone Specialist Central Office	➔	Inspections

Fathers Day Word Search

Find the hidden words.

S S D S S R L G Z T X K R L B
 T E F L W E A L H I I A G N A
 R K U O E T X O A S P H U G S
 O O N O E H U U S B T R A E H
 P J N T T G D E V O T E D G V
 S T Y O H U S L S U M O N M G
 F V C T H A W E R O Z O O N W
 V I F E G L I E H Q R L I F H
 D U S I P R T C E T O R P L O
 L A F H O S F N S V A J G A L
 E T D M I U E A E C G U I I I
 S I E D J N Z R T R W N V C D
 A M T L Y Z G O I H A E I E A
 F A M I L Y B R A V E P N P Y
 N E R D L I H C Q B B R G S O

- | | | | | |
|----------|----------|---------|----------|------------|
| BBQ | FATHER | HOLIDAY | LAUGHTER | SPECIAL |
| BRAVE | FISHING | HOME | LOVE | SPORTS |
| CARING | FOOTBALL | HONOR | MEMORIES | STRONG |
| CHILDREN | FUNNY | HUGS | NURTURE | SWEET |
| DADDY | GIFTS | JOKES | PARENT | THOUGHTFUL |
| DEVOTED | GIVING | JUNE | PROTECT | TIE |
| FAMILY | HEART | KISSES | RESPECT | TOOLS |

Suggestions and Submissions' should be sent to Mr. Jenne for the Newsletter .

Have a fantastic Month



