

Coffee Talk

June 2023



What's New in the News at The Creek?

A Letter from the Corrections Ombudsman:

In 2022 the Oregon legislature funded an independent Corrections Ombudsman position located in the Governor's Office. One of the primary purposes of this position is to strengthen procedures and practices which lessen the possibility that objectionable corrections actions will occur.

The Corrections Ombudsman has the power to investigate, on complaint or on the Ombudsman's own motion, any action by the Department of Corrections (DOC) or any employee thereof without regard to its finality. However, pursuant to ORS 423.425, the Ombudsman may decide not to investigate complaints that are trivial, frivolous, vexatious, or not made in good faith, as well as those that are too long delayed or could reasonably be expected to be resolved through a different administrative process.

The position is located within the Governor's Office and is not accountable to and does not report to the DOC in any manner. All communications to the Ombudsman are confidential and **no** person who files a complaint to the Ombudsman pursuant to ORS 423.400 to 423.450 shall be subject to any penalties, sanctions or restrictions because of such complaint. If any person willfully obstructs or hinders the proper and lawful exercise of the Ombudsman's powers, or willfully misleads or attempts to mislead the Ombudsman in inquiries under ORS 423.400 to 423.450, a Marion County Circuit Court judge, on application of the Ombudsman, shall compel obedience by proceedings for contempt.

Because the modern version of this position is new, it will take some time to establish the office and build the Ombudsman team. While I am processing and replying to all complaints, please be advised that this is a very slow process. For now, please take the survey below and kyte or write a letter with your answers to the address below.

1. How many people on your contact list have tried to get validated with the IC Solutions phone system?
2. How many have been successful so far?
3. What stopped them from getting registered (they have a prepaid phone, can't get a credit card, system is too complicated, etc.)
4. How long have you been waiting for someone to get validated (ex. "I haven't talked to my partner in six weeks because they can't get validated).
5. What other DOC issues are important to you?

Please send responses by kyte or letter to-
Adrian Wulff
Corrections Ombuds
900 Court St. SE Suite 254
Salem, OR 97301
Hotline Number- (833)-685-0842

Thank you,
Adrian Wulff, LPC
Corrections Ombuds



Did you know that Girl Scouts Beyond Bars is open to mothers, grandmothers AND aunts and older sisters? Join Girl Scouts Beyond Bars to build your leadership skills while supporting your girl (grade K-12) in becoming more confident and courageous.

Experience Girl Scouts together. . Not sure Girl Scouts is for you or that you'll pass the criteria? Apply anyway and meet with Girl Scout staff to discuss your options. Send a kyte to Life Skills for an application. New single-page applications available now!

Girl Scouts Beyond Bars is back! Saturday Session Troop Meetings will start again in July with one session a month and two sessions resuming in September.

—Kyte Lifeskills to apply today!



CCCF Fire Crew have already deployed two teams in March for the Marmont 15 acre fire. The crews were challenged with very steep terrain, changing weather from hot days to snow while they were securing the fire line, and mopping up.

This month for May we deployed all three crews for the Sledge Road 2-acre fire. The call came in at 5:30p.m. This was an urgent call from ODF (Oregon Department of Forestry) and were on the road in an hour. The terrain was also very steep, and the crews had to work through the night and into the morning with head lamps to secure the fire line safeguarding the homes nearby. During our fire line construction, we ran into poison oak. So, it's very important when the fire crews return to the facility from a fire they can get into a shower and wash off any Poison oak / Sumac oils. Poison oak can only be spread by plant contact, meaning oils contacting skin, clothing, and oils on tools. The best defense against poison oak/Sumac is a shower with a lot of soap (TecNu or plain soap) and to immediately wash clothing when they return from a fire.

When CCCF Fire Crews deploy to fires we free up rural fire departments and volunteer fire resources that are currently on scene to allow them to return to on call status or relieve them from the fire. We are a valuable resource for ODF by having three fire crew teams ready to roll out in under an hour. We put our reputation and our name on every fire that we respond to ensure when we say it's outit's out.

Every weekend Fire Crew voluntarily on their own time to train to improve their fitness and skill levels. These voluntary hours prove the Fire Crew have pride in proving their reputation to be reliable and safe thus making them to be the best crew when they arrive on a fire.

From CRU:

Below are the CCCF and CCCM Correctional Counselors. In general, AICs are assigned to their correctional counselors based off of the last two numbers of their SID.

Minimum Counselors:

Counselor Dunn (00 – 24)

Counselor Yonally (25-49)

Counselor Baker (50-74)

Counselor Bennett (75-99)

Medium Counselors:

Counselor Nelson (00-24)

Counselor Ludlow (25-49)

Counselor McClish (50-74)

Counselor Shotts (75-99)



Greetings from CRU-

We have had an overwhelming amount of requests for Tax Forms.

We will no longer provide these forms.

Thank you.

From Health Services:

Wedge Pillow Update: Wedge pillows are ONLY to be used for the purpose which they were ordered. When in use, they are to be kept under a sheet. Any deviation from these two aspects, will lead to their confiscation by security.

Clinic Appointment Refusals: If you choose to refuse your scheduled clinic appointment, you WILL need to come to Health Services In Person and sign a Refusal Form.

Clinic Appointments: In the next few weeks, you may notice that our Health staff will be asking you the reason for your visit. This is so they can ensure you are being seen for the reason indicated. If you are on the clinic list for another issue, we may need to schedule you another visit.

FROM RELIGIOUS SERVICES:

Moms In Prayer

Coffee Creek Correctional Facility Prayer Group

Together, we praise God for who He is, we thank him for what He has done, and provide intercessory prayer to our Heavenly Father for:

- Our children
- Our grandchildren
- Their caregivers

Join us every Thursday from 8:30 am to 10:00 am in the Chapel.
Please sign up for call out.

Catholic Mass

The Catholic Mass is offered on the First and Third Thursdays here at CCCF Medium Security. This is an opportunity to re-connect with your Catholic Faith, especially through the Sacraments of the Eucharist (The Body and Blood of Christ) and Confession/Reconciliation, where you can experience the loving mercy and forgiveness of Christ. Please send a KITE to the Chaplain's Office if you wish to attend.

Road to Success



News Release: 05/19/2023

Submitted By: Billiemarie S. (RTOS Clerk)

What is RTOS?

The *Road to Success (RTOS)* program is in place to help AIC's with 120 days or less prepare for their release. It consists of five components: 1) Employment 2) Working effectively with your Parole Officer 3) Your family, Your Community, and Your release 4) Money management 5) Tenant Education.

How does it work?

At about 6 months to release RTOS will schedule an in-person assessment. At that time, you will be offered the opportunity to sign up for release classes. All of the classes are voluntary, and will begin approximately 2 months or less to release.

"Super Star" status is earned by completing all five of the transition classes. Super Star status earns you an additional certificate, as well as a reference letter. This curriculum works in conjunction with current programs and courses you may already be taking. AIC's will also have the opportunity to work one-on-one with transition staff to set up an individual transition plan for release. Be sure to take advantage of every program to ensure your success!

Open Office Hours

Minimum: Programs Building D-17, Tuesdays: 8:30 am – 10:30 am

Medium: C/D 13, Appointments by Request. Kyte Mr. DeAnda/Transition Department

Please be appropriately dressed and bring a pen

If you are with-in 120 days of release and have transition needs such as employment information or resources available in the community you are returning to, we are here to assist you. You can work on a release plan, contact DMV, research housing options for your county, sign up for additional classes and handle other various transition related issues.

*Stop by our office during open office hours once you are within **120 days or less from your release.**

Upcoming Workshops/Guest Speakers



Skills Opportunity Achievement Responsibility (S.O.A.R.) must be 18-24 years old

Available in the Portland Metro Area

- Commitment of 18 months
- Individualized Case Manager
- Workshops and trainings offered
- Resources available
- Support available
- Communication with AIC's at 90 days to release

Sponsors Inc. Residential Transition Program

- Must be on active supervision in Lane County, Oregon
 - Mentorship program
 - Social Connection
 - Education Program
 - Mental Health Services
 - Treatment Groups
 - Employment program

Opportunity Oregon

Opportunity Oregon work with employers to show them that ex-offenders can be some of the most loyal, hardworking employees they will ever find. If you have shown a change in behavior Opportunity Oregon is interested in working with you. Opportunity Oregon wants to incentivize changed behavior and advocate for those who turn their life around inside. Start working with the agency now to prepare for employment once you leave.

***Information will be posted on units with instructions on how to sign-up**

"Integrity is doing the right thing, even when no one is watching."

**THESE ARE AMAZING OPPORTUNITIES LEADING YOU DOWN
YOUR PERSONAL ROAD TO SUCCESS!!**

when you feel like giving up,
look back at how far you've come.



be strong. stay on your path.
never stop going.



Art Contest



Greeting from CRU (Correctional Rehabilitation Unit)

We have been holding Art Competitions at CCCF since 2021, and we are very grateful to everybody who has participated. We thoroughly enjoyed viewing all your master pieces and look forward to continuing doing so.

We continue to have monthly Art Competitions for Medium and Minimum.

Please send a kyte to **Sprint** or **Nelson** in **CRU** for Art Pickup, or place your Art under Ms. Nelson's door in (JK07)

All Art is due on the 10th of each month.

If you need Art Paper send a kyte to **Sprint** in **CRU**, and we'll bring paper for you.

The themes are "Artist Choice"

Winners are chosen the week ending after the 10th of the month.

Goodluck! 😊



Coffee Creek Sustainability News

Sustainability Newsletter Editor: A. Smith

Apr/May, 2023 – Issue 60

INSIDE THIS ISSUE:

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- ★ **Gardening Behind Bars**
- ★ **Keeping the Bees In-House**
- ★ **Plastics & **
- ★ **Green Team Members**

CONGRESSWOMAN SALINAS VISITS CCCM'S ORGANIC GARDEN

Federal Congresswoman, Andrea Salinas, of Yamhill, Washington and part of Marion Counties, made a friendly, surprise visit in early April. Her enthusiasm for the gardening aptitude of Minimum's AIC was inspirational and encouraging. The participating AIC enjoyed revealing their skills in organic gardening and sustainability, thanks to their distinguished Instructor, Rima Green (pictured left of Salinas). The Proactive Congresswoman was very receptive and engaged in witnessing many of CCCF's Sustainability endeavors. In recognizing everyone's role in cultivating the earth through green-living, biodiversity, sustainability and more, she expressed much gratitude and



ROOTS OF SUCCESS GRADUATES

Peer Educator Instructors, AIC S. Alderson, S. Corbett, K. Eklof and S. Weston led the way in certifying 20+ students in the latest Environmental Literacy Classes for Medium Roots of Success. Initially established by University of San Francisco Professor, Raquelle Pinderhughes, Roots of Success has been tailored for DOC facilities and meets unparalleled criteria in offering the latest in environmental and sustainability amid a shifting climate. By certifying AIC and instilling tools and resources for future workplaces, the intensive course has proven its excellency.

Many graduates shared of their newfound passion, their job-readiness skills in resumes and interviews, and knowhow in green-living and saving natural resources!



DOC'S BATTLE OF THE BUILDINGS CHALLENGE!

Let your competitive nature soar! The 2023 Battle of the Buildings has begun! Now is the time to save energy as we challenge the OR male correctional facilities in an **ENERGY**



CONTEST to lower BTUs, British Thermal Units. There is a prize that goes to whichever institution attends the most Energy Focused Trainings—available through Sep 30—with no limit to the number of Trainings you attend. Oregon is battling several DOCs from other states, so do your best to take the time to attend, and bring your work friends. Do your part and switch off the lights and fans before going home. Plug-ins drain power even when not in use so switch it all off—fans, coffee pots, phone chargers and other miscellaneous desk items—before taking off. Let's show them who's the most earth-friendly!

Energy use will be measured throughout the state of Oregon's DOC to compare our progress with other states. If you need a reason to unplug those energy vampires before driving home, don't forget the prize, TBD—that could be something like the Thermal Imager pictured—GO CCCF, let's do this!



YOU HOLD THE POWER



"I'm not an environmentalist. I'm an Earth Warrior." ~ Darryl Cherney

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SUCCULENT BORDER

The Succulent Border is a new feature the Gardening Crew created. It looks great!

This is a miniature Green Bean Atrium.

These stools were repurposed from fallen trees on the Stearns' property.

Check out the garden barrier made of dried sunflower stalks! Perfect repurposing technique!

C/D Yard

GARDENING BEHIND BARS

Check out the great work adorning the half-moon garden on C/D Yard. Illustrating the ingenuity and astuteness of all those involved, they've lined the pathways and varied garden spaces with succulents and repurposed sunflower stalks, dried and bound to create small retaining walls. The centered bird bath surrounded by repurposed log stools from the Stearn property, is a popular stomping ground for a variety of local birdlife. Enchantingly, each of the visiting birds wait their turn to cool off in the water, one at a time! The garden's details demonstrate the BHS Gardening Crew's passion for their work and aptitude for nature.

Diligently transitioning flowers, arugula, tomatoes, green beans and many other vegetables inside and outside of D Unit's BHS Gardening Room, they are acclimatizing the flora's cellular makeup to withstand local climate norms in a technique called "hardening". Their instrumental work boosts biodiversity in the fight for Earth's ecosystem!

Thanks to Seeds to Supper Teacher, Ms. Sherry, and BHS Office Specialist, B. Campbell, the growth of vegetables, herbs, and flowers has increasingly spread. Things like basil, chamomile, calendula, lavender, rosemary, eggplant, baby peppers, marigold, aster, snapdragons, shasta daisy, blue sweet peas, poppy, carnations, foxglove, dahlias, love in a mist, nasturtium, alyssum, assorted hollyhocks, and even begonias from cuttings in the Library have proliferated like wild! The list goes on. It's a great, healthy activity they are proud to be part of. Great job everyone!

KEEPING THE BEES IN-HOUSE

GO CCCM Beekeepers! The AIC Master and Apprentice Beekeepers were overjoyed in celebrating their hives' first winter staying put and not swarming.

When bees learn to tough out the long cold winter, they keep the Queen warm through a motion called shivering. Using their bodies as a powerhouse, with wings tightly tucked, the bees' powerful and incessant shiver creates heat through their energetic motion.

When and if bees do swarm, it is a fascinating sight where the hive migrates to warmer climes or searches for a Queen whose unique pheromone signature attracts them. The bees' powerful olfactory skills know how to hunt for their perfect match.

Special thanks goes to all of CCCF's Organic Gardeners who ensure the bees have as much pollen as they need to survive the long cold months. Your work is instrumental for boosting biodiversity in the fight for Earth's ecosystem! Keep up the good work!

TERRACYCLE



After much ado, **Plastic Pitchers, Tupperware Bowls and Tumblers** (the big plastic cups), can **now be recycled!** The thick, hard to recycle plastic is accepted by very few companies who have the proper equipment and time to break down the heavy-duty material of such items. After DOC Sustainability Manager Ms. K. Fitts had gotten CCCF on the waiting list, it was only a matter of time before TerraCycle began accepting the weighty plastic from our facility. Unfortunately, that waiting period took almost 8 years! Ugh! Now is the time to recycle and not miss this valuable opportunity to repurpose the earth's natural resources!

C. Naugle	Colonel
K. Fitts	Strategic Energy Mgr.
K. Shaw	IWP
P. Harrison	Minimum
K. Eklof	Medium
M. Haley	Medium
E. Pearl	Medium
A. Stott-Smith	Medium





Financial Services

Informational Briefing

Savings Options for Adults in Custody

What is the Transitional Savings Account (TRSA)?

- Funds in the TRSA are protected from debt/obligation collection and garnishment.
- Established per SB844/ORS 423.105 as a means for AIC's to save funds for release from ODOC custody.
- 5% of each eligible deposit is applied into an AIC's TRSA until the account reaches \$500.
- AIC's may elect to transfer funds into their TRSA by submitting a Trust Account Transfer Request form (CD1832) up to \$500.
- AIC's may continue a 5% deduction of their eligible deposits beyond \$500 if court-ordered financial obligations (COFOs) are satisfied.
- Funds in the TRSA are not available to AIC's until reentry into the community (*no exceptions*).

What is the General Savings Account (GS)?

- Funds in the GS Trust Account are not protected from debt/obligation collection or garnishment.
- Established as an optional means for AIC's to save funds outside of the TRSA.
- AIC's may elect to transfer funds into the GS Trust Account once per calendar month by submitting a Trust Account Transfer Request Form (CD1832).
- Funds in this account are not available until the AIC releases from ODOC custody; an exception may be granted by the CFO or designee per OAR 291 Div. 158.

What About External Savings Accounts?

AIC's may have accounts with external banking institutions however, ODOC staff are not able to facilitate. AIC's may not have unauthorized money items in their possession (such as checks).

Note: Trust Account Transfer Request Forms (CD1832) are available on AIC housing units or through Business Services. If the amount being transferred is excessive, it will be limited. The minimum transfer amount is \$5.00.

Please address any questions to Business Services by submitting an AIC communication (available electronically on the tablet).

Questions?

AICs may submit an AIC Communication form to Business Services (electronic communication option preferred & available on the tablet). Friends and Family may submit questions to dldoctrustinfo@doc.state.or.us.

FS AIC Info Briefing April 2023



Taxes & Forms

DOC will not be providing Adults in Custody (AICs) with tax forms.

It is recommended that AICs obtain appropriate tax forms (IRS Form 1040 / Oregon Form OR-40, etc.) and instructions from a trusted source outside of the

institution.

AICs will need to use their own pre-addressed, postage paid envelope(s).

AICs may appoint a qualified and trusted person as their power of attorney (POA) to assist with the tax filing process. POA forms can be obtained by submitting a Library Request form (CD1714).

Department staff may not provide tax advice to AICs.

WHO’S WHO AT CCCF – MANAGERS

- Superintendent – N. Brown
- Asst. Supt. of Security – C. Naugle
- Asst. Supt. of General Services – P. Rowland
- Asst. Supt. of Correctional Rehabilitation – C. Popoff
- Medium Facility Operations – Cpt. D. Donald
- Minimum Facility Operations – Lt. D. Ewell
- Intake Operations Manager – A. Sundquist

DEPARTMENTS

Behavioral Health Services

- Medium Manager – N. Volkova
- Minimum Manager – J. Duval
- MHI/MHU Manager – J. Duval

Canteen Liaison

- Cpt. D. Donald

Chaplains

- Medium – E. Brault
- Minimum – S. Matranga-Watson
- Intake – D. Betts

Correctional Rehabilitation Unit

- CRM – J. O’Leary

Diversity/Grievance Coordinator

- L. Arrington

Education

- Director – K. Bradley
- Coordinator – D. Jensen
- Education Assistant – E. Murr
- Medium ABE/GED – E. Nunez
- Minimum ABE/GED – E. McLain
- Medium Computer Lab – D. Wells
- Minimum Computer Lab – N. Burgess
- Hair Design – T. Kennedy
- Eye Glass – A. Mooney

Food Services

- Manager – M. Vester
- Assistant Manager – Z. Palomo

From the Commissary



State of Oregon Department of Corrections Commissary

DATE: TUESDAY, MAY 16, 2023
TO: Adults in Custody *Anita Nelson*
FROM: Anita Nelson, Distribution Services Statewide Operations Manager
SUBJECT: Commissary News, Updates and Reminders

News:

Due to year-end inventory, sales of the following pre-sale items will be suspended from May 22nd close of business - July 10, 2023.

Incentive form

Incentive Order Form			
Please use my Protected Funds for this order		Please allow upto 6 weeks for delivery as we do not carry an inventory of items.	
Signature Required		Your order was processed	
SID: _____ Date: _____		Shoe Order #	
Name _____		Incentive Order #	
Institution _____ Block-Unit _____ Cell-Bunk _____		TV Order #	

Any orders submitted for suspended items during this period will be cancelled. Normal sales of these items will resume beginning July 10, 2023.



Class announcements – CCCF SUMMER 2023
University of Oregon Prison Education Program
June 26 - September 8 2023

4 University of Oregon Credits

Prerequisite: DOC clearance and a GED/High School diploma is required.

\$50 to participate (\$75 for graduate students) Payment due Week 5 via check, CD-28, or phone-in with a credit card (instructions will be sent if you are accepted to the class). **Scholarships are available - complete and submit the attached application.**

Books and readings are provided for free, as will a notebook, pen, and highlighter. Students will need to provide their own additional materials. ***We cannot provide access to computers.***

Applications are due June 14th. The class size is limited - not all who apply will be admitted. Please submit your application request by kyte to **Life Skills**. Write **UNIVERSITY OF OREGON** on the front of the kyte.

NOTE: The University of Oregon is **NOT** participating in the Pell Grant program at this time. You do not need to complete any additional forms (including FAFSA) to participate in UO classes.

GEOG 410/510 Environment, Society, and the Imagination of Place / Scott Warren

Taught at both undergraduate and graduate level. If you have a Bachelor's Degree already, you can receive Master's credits.

In geography, delineating regions is one of our most basic tasks. But it is not an easy task. To do it well requires a keen eye to places and their characteristics. Often, the process of regional delineation reflects our imagination of a place and what we think it is like more than its actual characteristics. And the act of dividing up the world into distinct regions, when political or economic power is involved, has profound consequences for people, their livelihoods, and the environment. The course is divided into three parts. First, we learn what the sub discipline of regional geography teaches us about this basic task, and we reflect critically on the relationship between regional delineation, power, and imagination. Second, we dive into the geography of the North American Southwest, the region in which I live and a place often defined more by imagination than reality. Third, students reflect on the places and the regions in which they are from, whether they define that as the Pacific Northwest or elsewhere.

*Note: this is a "correspondence" / "packet exchange" course and **will not meet in person**. This is a difficult format for some people's learning styles. Informational sheets and academic writing tips will be provided.*

We welcome students of all diverse identities including age, race, religion, LGBTQIA+ identity, gender, citizenship status, first-time college students, and all others

1st Quarter STAR Agent of 2023

Jennifer Chasteen

Please join the Coffee Creek DMV Team in congratulating this quarter's * STAR * Agent!



This award is given to an exemplary DMV/Coffee Creek agent who has met the criteria set forth by the STAR Committee. The STAR Committee is a peer elected panel overseen by a DMV Technical Specialist staff member and the DMV Center Manager. The initial eligibility criteria for the STAR agent is based upon: customer service excellence, performance stats, attendance, team participation, team cohesiveness, co-worker observations and the consistent display of values associated with integrity, honesty and professionalism. STAR agents set positive examples for their peers and are integral in assisting fellow agents in their growth and success as a call agent.

Jennifer has shown herself to be an outstanding phone agent who goes above and beyond normal DMV excellency standards. She is a goal-oriented team player who is always willing to help out and encourage her fellow agents. She consistently demonstrates outstanding "soft skills" on the phone and in person with her fellow peers. She is diligent with the task of delivering accurate and complete DMV information to every customer throughout each day.

A fun fact Jennifer would like her community here at Coffee Creek to know about her is, "I have a good sense of humor. I love to make people laugh." Some short-term goals of hers are, "To be more responsible with my spending!" Jennifer would like to encourage her fellow peers by saying, "Don't be afraid to step out of your comfort zone. If I hadn't, I wouldn't have this job." Her favorite quote is, "We are sometimes taken into troubled waters not to drown, but to be cleansed."

Just a few of the comments submitted in co-workers' nominations were: "Jen makes me feel like I can do it, even on my bad days." "Words that describe Jennifer are calm and peaceful." "If I could adopt some qualities from her, they would be comforting and outspoken."

Congratulations on your well-deserved achievement!

With much appreciation from your manager Mr. Vargas

During the week of May 22-26th, seven Adults in Custody (AIC) from Minimum participated in a full week of training to become Certified Recovery Mentors through Mental Health and Addiction Board of Oregon (MHACBO). Five of the participants are filing new applications for certifications while two are applying for recertification! Along with the 40 core hours of training, each participant also obtained an additional 8 hours in ethics training. Each AIC that completes

this training and completes their application will be eligible to be a Certified Recovery Mentor 1 through MHACBO. These certifications are valid for two years and will allow these AICs to pursue employment as recovery mentors upon release if they so choose. The Behavioral Health Services Treatment Administration would like to thank the trainer, Ricardo Olalde, CADC III for taking time out of his extremely busy schedule to spend time training our new applicants. Please congratulate the following AICs on their achievement!

Michelle Ehlers, Allyson Thompson, Stephanie Alvarado, Shyanna Eaglespeaker, and Jenny Davidson

And we cannot forget our two recertified mentors!

Heidi Urban and Wendy Parris

Law Library News

In an effort to minimize the likelihood of device and file corruption, thumb drives assigned to AICs by the Law Library will now be replaced every two years. Each AIC will be required to sign a new Removable Media Usage Acknowledgement Statement (CD 1761) every time your legal thumb drive is replaced.

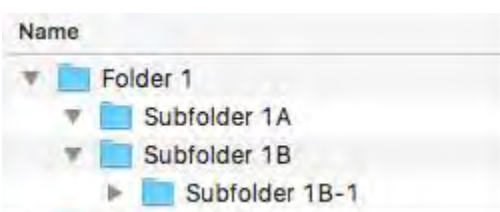
Over the next few months, every AIC with an assigned legal thumb drive will be placed on call out to review their saved files and a Library Coordinator will transfer the files to a brand-new, unused thumb drive. If you do not approve the transfer of your files to a new legal thumb drive, you will not be allowed access to a legal thumb drive until you accept a new one or release from DOC custody, whichever comes first.

The new legal thumb drives have larger storage capacity. AICs will now be limited to two levels of folders on the legal thumb drive. (See example below.) You will be expected to reorganize your existing folders when transferring to the new thumb drive. This will aid you in organization of your files and assist Library Coordinators in auditing your thumb drive each quarter (every 3 months).

Example of 2 folder levels - Authorized:



Example of 3 folder levels – NOT authorized:



We know this may be an inconvenient change for some AICs, but we are confident that the new replacement process will limit device and file corruption in the future. If you have questions or concerns, please kyte the Law Library.

From the Administrative Rules Program:

Below is the list of status changes made to DOC administrative rules since 3/31/2023.

PERMANENT RULES:

291-009 Tours

- Amends rule to update the term used to refer to adults in custody, remove gendered language, remove designee for tour approvals, and update those interested groups and individuals that may be allowed tours.
- Effective 5/4/23

291-052 Transfers and Responsibilities Between Oregon Youth Authority and Department of Corrections

- Amends rule to confirm that transfers to youth correction facilities must be authorized under and consistent with applicable state statutes and include changes in terminology and other technical corrections.
- Effective 5/24/23

291-069 Security Threat Management

- Amends rule to increase the number of days allowed for temporary segregation; change the term "inmate" to "adult in custody" to incorporate the new statutory term for individuals incarcerated in DOC institutions; and modify the identification of AICs assigned to the STM caseload.
- Repeals Attachment A "High Alert Adult in Custody" and renames former Attachment B "STM Restriction Scale" to Attachment A.
- Effective 4/28/23

291-077 Performance Recognition and Award System

- Amends rule to adjust the PRAS matrix creating a more even point spread in the first three levels; add two more levels to reduce the chance of "maxing out"; and include an overall 25 percent increase in the dollar value of each level of the PRAS matrix to counteract the effects of the consumer price index and the impact this had on canteen increases.
- Effective 5/16/23

291-105 Prohibited Conduct and Processing Disciplinary Actions

- Amends rule to permanently adopt changes to the rule that were temporarily adopted on 1/1/2023 reducing the maximum consecutive sanction to DSU from 180 days to 90 days, including amendment to major and minor violation grids; for minor grammatical changes; and for consistency.
- Effective 5/23/23

291-113 Education and Training Programs

- Amends rule to align with current practice; change "inmate" to "AIC"; and for other minor grammatical revisions, clarifications, and consistency.
- Effective 5/24/23

T.A.C.E IS COMING!!!!!!

After an almost 3 year hiatus, TACE is returning to Coffee Creek!

“Through a Child’s Eyes” has been one of the most uplifting and successful programs in Coffee Creek’s history. It is a rare opportunity for AICs to interact and bond with their children, (or grandchildren in some cases), in a festive and enriching environment.

On August 12th for Minimum, and the 13th for Medium, the Rotary Club of Wilsonville will be sponsoring this amazing event.

The sign-up sheets will be available soon at your unit officer’s podium.

What you need to know before you sign up:

***All visitors will need to be on your approved Visitor’s list**

***The cut-off date for visitor approval submissions is June 22.**

NO EXCEPTIONS.

***The option for having your grandchildren visit will only be available to Medium AICs.**



Are you interested in Head Start?

- Is your child 5 years old or younger?
 - Does your child live within one hour of CCCF?
 - Are you available Tuesday and Thursday mornings?
 - Is your child’s caregiver able to transport?
 - Are you gate cleared?
- You may qualify to participate in Head Start!

Head Start at Coffee Creek is a program focused on strengthening the mother/child bond during incarceration. Head Start provides comprehensive early childhood education, health, and nutrition information to families. If interested, please send a KYTE to **Head Start**.

YOU ARE LOVED.

YOU ARE SEEN.

YOU ARE SAFE HERE.

YOU ARE NEEDED.

YOU ARE UNIQUE.

YOU ARE ENOUGH.

YOU ARE YOU.

YOU ARE VALID.

YOU ARE HEARD.

YOU MATTER.

INTRAMURAL SPORTS 2023



MISSION STATEMENT

Our objective is to motivate our community with through physical fitness, promoting health and wellness. Develop confidence, leadership ability, team building qualities and share in commonalities.



Volleyball

Let the tournaments begin!

Volleyball tournaments will begin soon. If you wish to participate stay tuned for the sign up.

Your team must consist of four people.

Come up with a team name, "extra points" for creativity

PICKLE BALL UPDATE

We apologize for the closure of our Pickle ball tournaments. Unfortunately there were some unforeseen circumstances that prevented us from hosting the final event. We appreciate your understanding and look forward to seeing you all come out for Volleyball!!!
-Lifeskills

We all deserve to be happy, have fun and feel supported.



COMING TOGETHER

"If you don't like the circumstances your in, change them for the better"



Thank you

TO ALL WHO PARTICIPATED!



Protein Foods

Healthy eating is important at every stage of life.



The Dietary Guidelines for Americans, 2020-2025 advises consumers to “vary your protein routine”. But what does that mean?

Did you know that meat is not the only source of protein in food? In fact, almost all foods contain some protein, even fruits and vegetables! Some

foods contain more than others. “Vary your protein routine” means you should have more than just one type of protein in your diet.

High-protein foods sub-groups:

Meats, Poultry, Eggs: Meats and poultry should be lean or low-fat.

Seafood: Always choose seafoods that are lower in mercury.

Nuts, Seeds, Soy Products: Nuts should be unsalted.

Beans, Peas, Lentils: Also a vegetable sub-group.

Most of the protein in the recommended Healthy U.S. Dietary Pattern comes from the high-protein foods sub-groups. The dairy (or fortified soy alternatives) food group is another source of dietary protein. Food products made with any of the high-protein sub-group foods will have protein in them, such as baked goods made with eggs, soups made with beans, and sandwiches made with cheese.

The dietary habits of most adults meet the weekly recommendations for meats, poultry, and eggs. Seafood, dairy (or fortified soy alternatives), and beans, peas, and lentils are not consumed as often. These non-meat proteins provide important nutrients that support healthy dietary patterns. Many adults can improve their diet and better meet their nutrient needs by choosing from a wider variety of protein sources. This can include having seafood in place of some meats, or eating beans, peas, and lentils in mixed dishes, such as soups, rice, or pasta dishes.

ODOC considers protein from all food sources, not just meat, when creating the menu. ODOC menus provide an average of 1.7 times (170%) the amount of protein that is recommended for most adults.

From the 2020-2025 USDA Dietary Guidelines for Americans

CCCF Physical Plant “Rosie of the Quarter”



The Coffee Creek Physical Plant is happy to announce our “Rosie of the Quarter” winner, AIC Kailee Kindred. Ms. Kindred was selected for this award by Physical Plant staff from a group of AIC who were selected monthly over the last quarter as the “Rosie of the Month.” Monthly winners are recognized by their peers for a variety of traits such as motivation, teamwork, positive attitude, safety practices, and leadership. All of our “Rosie’s” take pride in what they do and serve as

Ambassadors for the Physical Plant throughout the Institution.

Congratulations Ms. Kindred!



...Jobs, Jobs, Jobs...



Minimum Canteen Canteen Worker



Job Description

Title	Minimum Canteen Worker
Department(s)	Minimum Canteen
Reports to	Ms. Matlock

Job summary

Under the direction of Ms. Matlock, you will perform a wide variety of tasks and duties including, but not limited to: Receives and organizes Canteen shipments/deliveries, verifies contents of Canteen orders, and assists in distributing them to the AIC population. This position starts at 12 PRAS, with the opportunity to earn up to 14 points.

Minimum requirements

You must have been at Coffee Creek at least 6 months with clear conduct. No misconduct involving contraband. Verbal warnings, conduct orders, and housing history will be reviewed but is not necessarily a disqualifier from consideration. Must have high school diploma or GED

Minimum of 6 months left on your sentence.

Must have successfully completed mandatory Kitchen time.

Must be able to regularly lift at least 60lbs and perform repetitive motion tasks.

Abilities required

Working in extreme temperatures-hot and cold. Working around loud equipment. Requires frequent bending, standing, walking. Requires lifting, up to but not limited to 60 pounds. Must be able to operate a pallet-jack.

If you are interested, please send a completed application to either Ms. Matlock or IWP indicating you are applying for the Canteen position.

Disclaimer

Canteen staff will use this recruitment not only to fill current openings, but also for future consideration as needed.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

OCE/DMV Work Opportunity

The OCE/DMV Call Center at CCCF is recruiting to fill up to **seven (7) full time** open positions, and also to establish a pool of candidates for future openings with the DMV Program. The full-time positions award 12 to 17 PRAS points, with the opportunity to earn a production-based Team Goal Award as well. Hiring date is in **late June 2023**.

All applicants must meet the following qualifications:

Must have a valid social security number or equivalent	Must have a GED or High School Diploma
Have NO current convictions (or in past 10 years) for ID Theft, Fraud, or Computer-related crimes	Have at least 6 months clear conduct <u>and</u> have completed 6-months kitchen requirement
Have NO program failures in the past 6 months	Requires the ability to sit or stand and look at a computer screen for extended periods of time and understand voices on a headset.
Be able to read and speak English well.	Be able to work efficiently and professionally at all times.
Must have a <u>release date after February 2025</u> on your current sentence with no treatment window before February 2025. Lifers welcome to apply!	Bi-lingual Spanish-English- Preference will be given to those individuals who speak and write both English and Spanish well.

“Why DMV?” you may ask. DMV is a great place to decompress from the world/place we all currently live in behind these walls. I absolutely love working at DMV. My confidence, purpose, and voice have excelled. I feel so useful and get rewarded by my customers every day, along with my peers and boss. Yes, I’m held to a higher standard, which is okay with me because I really enjoy being challenged to be a better person. Some days challenge is hard but it makes me a stronger person. It also makes me more aware of my actions inside and outside the call center. In DMV I feel safe, comfortable, accepted, at home; like I can be myself, with no judgements.

*I love my job more than most people would, I believe. The reason I love my job is due to the surroundings, my pleasant (and even the not so pleasant) customers, and being able to serve my community, all of which warms my heart and soul. Additionally, my coworkers are supportive, uplifting, and positive. Our boss is involved, supportive, and actually cares about us as **people**. I actually feel like I mean something to someone, and I do; to my customers, my peers, and my community. I feel DMV provides opportunity, growth, education, and support; and it is equally rewarding. You’re part of a team that supports you and lifts you up. Being a team member helps you to be a productive part of society, a society in which you can feel proud to be one of the contributing members. This career choice has been a blessing in disguise. I was scared to take the leap, but I’m so glad I did, as will you if you give it a chance.*

- J. Neatherlin

All applicants will need to pass a security screening, application review, and DMV interview before being considered for the position.

Submittal process: **DO NOT SEND APPLICATIONS TO DMV. THEY WILL NOT BE PROCESSED.**

If you are Interested in applying, please submit a completed DOC Inmate Work Application to: **L. McKenzie, OCE Production Coordinator**. Please list **“DMV call agent”** as your position of interest.

Applications must be received by: June 14th, 2023



Join our infirmiry team.

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 Health Services is currently accepting applications for Activities of Daily Living (ADL) Worker positions. ADL's assist others with day-to-day activities like walking or pushing a wheelchair, dressing, feeding, etc. that some AICs may not be able to do on their own and require assistance.

MINIMUM QUALIFICATIONS:

- Must have 6 months clear conduct with no program failures in the last 6 months.
- At least one year remaining on sentence.
- Capable of lifting and have no medical restrictions.
- Must have the ability to be patient/tolerant/respectful of others.
- Must keep all information confidential.
- Must establish good healthy boundaries in a respectful manner.
- Must have the ability to communicate well with others.
- Be able to recognize changes in health/mental condition and report those changes to staff promptly.

Please fill out an application and drop in the Health Services kyte box addressed to Nurse Hyde. Interviews will be scheduled once a background screening has been completed.

.....Previously Run but Still Relevant.....



Where Have Those Been Today!!!!

Where have your hands been today? Who else has touched that area? Do you wash your hands enough? Often people do not wash their hands enough. If you want to avoid getting sick or spreading germs to others, please take 15 seconds to wash your hands with soap and water. Try singing Happy Birthday to yourself once while you are doing that.

Wash Your Hands Before:

- Before, during, and after preparing foods.
- Before eating.
- Before being around someone who is sick.
- Before treating a cut or wound.

Wash Your Hands After:

- After preparing foods.
- After using the toilet.
- After being around someone who is sick.
- After blowing your nose, coughing, or sneezing
- After touching an animal or animal waste.
- After treating a cut or wound.

A good rule of thumb is if you are not sure when the surface you are touching was last cleaned, it is a good time to wash your hands.

As you go through the day, please remember to wash your hands frequently to avoid getting sick or spreading germs.

Visiting Services is Not CRU

When submitting a visiting application, do not sent it to CRU. Please send visiting applications to:

Visiting Services Unit

3725 Fairview Industrial Drive SE, Suite 200

Salem, OR 97302

Just for fun!!!

JUNETEENTH!!!

According to the [National Museum of African American History and Culture's website](#), Juneteenth is a blending of the words June and nineteenth, and references June 19, 1865, the day that enslaved African Americans were finally emancipated in every part of the United States.

Although June 19, 1865, marks Juneteenth, the end of slavery was not so clear-cut. That's why it's valuable to start by educating yourself and others about the full history of Juneteenth and the events leading up to it.

A few ways to commemorate Juneteenth:

1. Learn the full history:

- Read various books and articles written by Black authors.
- Watch movies and documentaries.
- Listen to stories by Black elders, leaders and speakers

Here's a short list of children's books to share with your families:

- "The Story of Juneteenth" by Dorena Williamson
- "Juneteenth for Mazie" by Floyd Cooper
- "The Juneteenth Story" by Alliah L. Agostini
- "*Free at Last: a Juneteenth Poem*" by Sojourner Kincaid Rollie

2. Commemorate:

- Red is the color associated with Juneteenth, as it symbolizes sacrifice and transition. Wear red, consume red foods and drinks.
- Share stories, poetry, books, music and heart to heart conversations.

3. Acknowledge and spread the word:

- Help educate others: start a conversation group, start a class, write and share a story or poetry, rap or song.
- If you know a person who would be a great speaker on the topic of Juneteenth, write a proposal for a special event.
- Ask for specific books and movies to be available in CCCF/CCCM.

4. Encourage your family and friends to:

- Support Black-Owned business, and artists.
- Attend Juneteenth events.
- Explore Black history, art and culture.

5. Do you have suggestions and or ideas how we can commemorate?

- Write proposals for special events, programs, or classes.
- Write kytes with your suggestions, ideas and share your feedback.

