

# Powder River AIC Newsletter

July 7, 2023

## AIC Council



The purpose and function of the AIC Council is to provide a forum for the exchange of ideas and information between the AIC population and DOC staff. The goal for the AIC Council is to normalize the correctional setting by meeting on a regular and ongoing basis with the AIC Council and allowing for a free flow of communication between the AIC's and DOC representatives. This free flow of communication will provide an opportunity for issues to be brought forward in a respectful and systematic way so that these issues can be discussed, and solutions can be found by all parties involved.

**AIC Council is seeking 1 individual who are interested in becoming a council member. We are seeking one representative from Unit 2E. Interested applicants shall submit the following:**

- **A Letter of Intent which states WHY you would like to serve on AIC Council that includes:**
  - o Your job skills and employment history (both in and out of the facility)
  - o Conduct history
  - o Certificates and Completed Courses
  - o Closing statement

Please send your Letter of Intent to Ms. Hoopes in Administration. If you have questions about AIC Council, please contact Officer Brinton.

## EFFECTIVE IMMEDIATELY

Starting Today July 7<sup>th</sup>, 2023, Officers are going to start in forcing Toilet paper rule. Which is Toilet Paper will be issued on Tuesday and Saturday after the evening meal. You are allowed 2 rolls of toilet paper on a 1 for 1 exchange (keep the core for exchange). You must keep it secured in your drawer/ Foot locker.

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## **WEEKLY WEATHER**

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
July. 8	July. 9	July. 10	July. 11	July. 12	July. 13	July. 14
86/55	92/60	88/50	85/50	87/52	89/54	91/55
Partly Cloudy	Mostly Sunny	Sunny	Sunny	Sunny	Sunny	Sunny

**Backyard BBQ Meal  
Do Good Club Fundraiser  
You Must Order a Meal to participate**

<b>Choose a Day to Participate, Day availability subject to change: (Check only one)</b>				
<b>This will be HELD Between Lunch and Dinner on The Yard</b>				
<b>Friday July 28<sup>th</sup>, 2023</b>				
<input type="checkbox"/> Burger & Hot Dog Feed	1/2 lb. Burger with Bacon and Cheddar Cheese With Lettuce and Tomato and Onion also, Ketchup and Mustard and Mayonnaise and Nacho Cheese Curly Fries 1/4 lb. Hot Dog Ice Cream Cup for a Float			<b>15.00</b>
<b>2-liter Drink Options: (Check only one)</b>				
<input type="checkbox"/> Pepsi	<input type="checkbox"/> Mt. Dew	<input type="checkbox"/> Root Beer	<input type="checkbox"/> Orange	<b>\$3.00</b>

This order form **MUST** be **RECEIVED IN ADMIN** by **8:00am Monday July 10th, 2023 No Later.**

- You may participate in only one day.
- You Must Order a Meal Option to participate
- Make sure you use the PRCF Activities Fundraiser Order Form
- **ALL INCENTIVE LEVELS** May participate in The Backyard BBQ feed
- No Refunds will be given for incomplete or inaccurate orders.
- It Is your Responsibility to attend and if you are transported or are released before the feed their will be **NO REFUNDS.**
- If you receive a conduct order resulting in a Cell-In or LOP during the date/time of event, you will NOT be eligible for a refund.
- Prior arrangements must be made with Supervising Staff Member for any conflicting callouts such as AA/NA, Work Assignments, etc. Failure to do so may result in disciplinary action.
- To signup, submit an Order Form, which includes a CD-28, using the proper verification process, through the housing unit officer. The CD-28 should be filled out properly and include the unit officer stamp or will be sent back.

If your request to participate is approved, and you have sufficient funds, you will be placed on callout to attend the fundraiser. Only those inmates listed on the callout will be allowed to attend.

**Proceeds from this fundraiser will go to the PRCF Do Good Club Account**



# Financial Services

## *Informational Briefing*

### *Court Ordered Financial Obligations (COFOs)*

#### What are Court Ordered Financial Obligations (COFOs)?

COFOs are financial obligations owed by an Adult in Custody (AIC) assigned during a legal proceeding. COFOs may consist of restitution, fines, fees, child support, or civil judgements including money owed to a victim. *Note: COFOs are not the same as County and U.S. Court Filing Fees.*

#### Why does the Department of Corrections (DOC) collect COFOs?

Oregon Revised Statute (ORS) 423.105 became law in 2017, directing DOC to collect COFOs on behalf of the Oregon Judicial Department (OJD) and the Department of Justice (DOJ). **How are COFOs collected?**

COFOs are collected from eligible deposits, or deposits that are not protected from debt and obligation collection. Examples of eligible deposits include AIC performance monetary awards (PRAS) and moneys received from an AIC's family or friends.

10% of each eligible deposit is collected until the AIC's transitional savings has reached \$500. After the AIC's transitional savings has reached \$500, 15% of each eligible deposit is collected for COFOs until those obligations are satisfied.

#### Who do I contact if I have questions about COFOs?

DOC is unable to provide case-specific information. AICs with questions or concerns about their COFO details should contact OJD/DOJ or the appropriate court of record.



Oregon Judicial Department (OJD)  
Business and Fiscal Services Division  
Attn: Collections  
1163 State St  
Salem OR 97301

Department of Justice (DOJ)  
Division of Child Support  
PO Box 14680  
Salem, OR 97309 (800)-850-  
0228

#### 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](mailto:dldoctrustinfo@doc.state.or.us).

To All Adults in Custody (AICs),

As you know, Pell Grants for colleges/universities are coming back soon. The most important thing to know is **you will not be able to fill out the Free Application for Federal Student Aid (FAFSA®) form** and apply for a Pell Grant on your own for college within the facilities. You will need to apply directly to the approved college/university programs.

There are Federal guidelines the colleges/universities must go through to become a Pell Grant approved program.

- 1) The colleges/universities need to apply with the department to be selected as a program.
- 2) The colleges/universities must get each facility accredited as one of their participating programs.
- 3) Finally, they must apply with the U.S. Department of Education to become a Pell Grant program.

Currently the U.S. Department of Education has not finalized these applications. We have two programs previously approved through the 2<sup>nd</sup> Chance Pell Grant process offering classes through Chemeketa Community College at Oregon State Penitentiary and Treasure Valley Community College (TVCC) at Snake River Correctional Institution. These programs will continue. Central Oregon Community College, Portland Community College, Blue Mountain Community College, TVCC, Chemeketa, Portland State University, and Adams State (a correspondence program) have begun the process of the DOC application and to get accredited.

We do not have any new approved sites currently. If you have any questions, reach out to the Education and Training Unit

**Please post the following message and include in your AIC newsletters/bulletins for AICs at your facility:**

In 2006, Central Trust advised the Mailrooms to discontinue the process of accepting CD28's for "extra postage". This practice has crept back into some facilities, and we have again been asked to discontinue allowing it.

Canteen provides a variety of sizes of envelopes and weight limits. Many Canteens also provide a variety of shipping boxes; those facilities that do not currently have that option should soon.

CD28's can be used for:

- Priority Legal Mail through the Legal Library
- At institutions where Canteen does not offer shipping boxes, to mail items that are too large/heavy for envelopes (for example, to mail out a dozen books to clear out some of your property).

# Religious Services Announcements

## *Upcoming Religious Service M17 Programs*

### **Malachi Dads (Parenting Class)**

- Tuesdays 5:30 pm – 7:30 pm.
- 10 seats (class full)
- Classes being August 1<sup>st</sup>

### **Beginner Guitar Classes**

- Tuesdays 5:00 pm – 7:00 pm
- 10 seats (class full/waitlisted)
- Classes begin July 25<sup>th</sup>

### **AIC JC- A study of the Life and Teachings of Jesus**

- On hold

### **Yoga & Meditation Classes**

- Time: TBD
- 10 seats available

### **Anger Management (\*not state certified)**

- Time: TBD
- 10 seats available

### **Art of Communication**

- Time: TBD
- 20 seats available

## *Upcoming New Religious Activities*

### **Chosen TV Series & Bible Study**

- Wednesdays: 5:00 pm – 7:00 pm
- 15 seats available

### **Mennonite Bible Study**

- Time: TBD
- 10 seats available

## **Yard Improvements and Traffic**

Please be aware of the recent efforts that our Physical Plant AICs and staff have made to improve the condition of our yard. This is a friendly reminder to (AICs and Staff) that **ALL traffic between units should remain to the sidewalks or paved areas**. Shortcuts through the yard are not permitted.

Please use progressive discipline to address this matter if necessary.

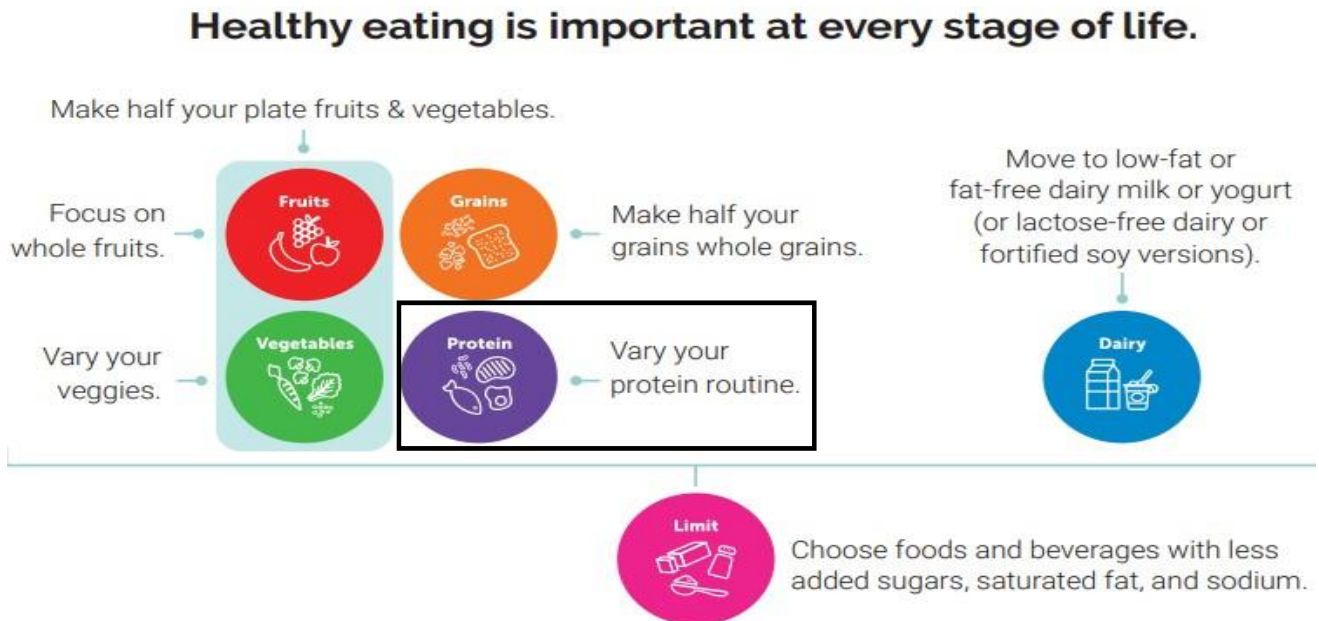
Thank you for your time and consideration.

Mr. Folden

Physical Plant Manager

# Protein Foods

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*

# Contact Officer Corner

## Supporting Each Other

During the Suicide Awareness Event, nearly 150 individuals walked for 2 hours in support of one another. It was an amazing site, and for a moment, we united as a group to remember those loved ones gone before us and to honor the emotions of those participating.

One of the primary duties of the Contact Officer is to act as a support person for AICs. To support someone does not mean we eliminate their problems or fix the person. When we support someone, we encourage them to be more self-sufficient, we guide them to seek opportunities to better themselves, or sometimes, we simply listen. Another way to support someone is to be firm, fair and consistent while setting and reinforcing clear and defined boundaries. By doing so, each person can support the other in a healthy manner. Supporting one another permits the opportunity to be authentic, but only if you are true with your intentions. This example of truth was evident during the Suicide Awareness walk. Thank you to all those who participated, and especially to Ms. Pimentel and Ms. West for their hard work to make it happen.

## Weekly Quote:

*The best way to find yourself is to lose yourself in the service of others. Mahatma Gandhi*

## Suggested Reading:

*The Little Book of Mindfulness By Patricia Collard*

## PRCF Contact Officer Program Contact Information:

Ms. Hoopes, Administrative Services Manager, oversees the Amend Contact Officer Program at PRCF. She works with the PRCF Contact Officer team consisting of Sgt. Crawford, Officer Brinton, Lt. Brazofsky and Officer Erickson to build the Contact Officer program and improve communication between staff and AICs. If you have questions regarding the Contact Officer Program or the Oregon Way, please feel free to send an AIC Communication to Ms. Hoopes-Administration.

## Al-Anon

Al-Anon is a program that works with alcoholics and non-alcoholics who have family members or friends who have been affected by alcohol and / or drugs. Al-Anon offers a gentle but powerful path to serenity that can be applied right now in prison and upon release.

**Thursday from 5:30pm to 6:45pm**

## AA (Freedom on The Inside)

Alcoholics Anonymous is a fellowship of people who share the experience, strength, and hope with each other that they may solve their common problem and help others to recover from alcoholism.

**Sunday from 6:00pm to 7:00pm**

# Mail Rules

## Oregon Department of Corrections

### Rule 291-131-0020

#### Outgoing Mail

**(A)**Inmates may send only the following items to another inmate:

Correspondence.

One drawing per envelope; and

One photograph per envelope.

**(B)**Inmates shall not send newspaper or magazine clippings, photocopies, printed web pages, or any other material not listed in subsection (A) above to another inmate through the mail.

**(C)**Inmates shall not enclose correspondence other than from the inmate sender whose name and return address appears on the front of the envelope. Inmates shall not request another inmate to forward correspondence beyond the immediate addressee.

**(6)**Inmates shall not send correspondence or any item to themselves through the mail.

## Oregon Department of Corrections

### Rule 291-131-0025

#### Incoming Mail

**(d)**Freestanding Nude or Partially Nude Images: Newspaper and magazine clippings, photocopies, printed web pages, drawings, photographs, and other media with nude or partially nude subjects, whether human or anime (i.e., cartoon) that depict or display male or female genitalia, pubic area, anus, or female areola may not be attached to or enclosed in correspondence to inmates.

**(13)**All images received from a photo company through first-class mail will be treated as individual photos, not publications. Such images are subject to the same content standards as described in the freestanding nude or partially nude images guidelines.



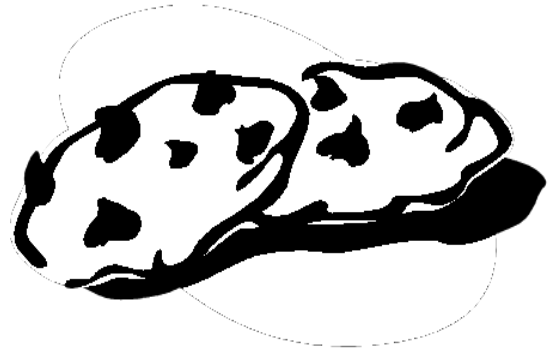
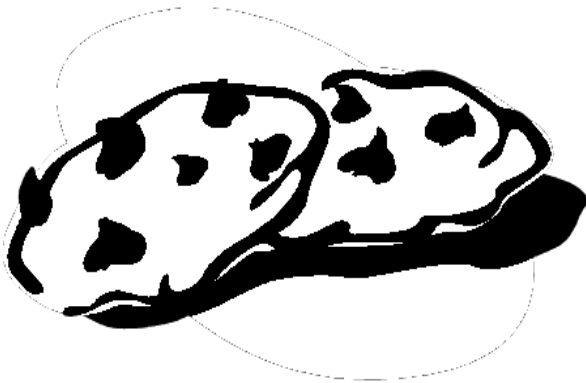
# Pastry Notification

You may submit orders for Pastries  
Until 7/10/2023 Monday morning before 8:20am

*Pastries will be distributed Friday 7/14/2023*

## Chocolate Mint Chip Cookies

3 Tickets for 6 Chocolate Mint Chip Cookies  
with a Max order of 18 Ticket for 36 Chocolate Mint Chip  
Cookies



You may use tickets you have purchased. You May also use tickets from activities club to purchase pastries.

**\*\*\*Please use only one (1) staple to attach your tickets to Pastry Slip \*\*\***

# Activities Calendar

## July 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 Admin Closed	5	6	7	8
9 CD-28's Turn in for All Tickets P/U	10 Pastry Box Pick Up  Backyard BBQ Feed Form Due	11	12	13	14 Coffee, Photo, Activity Ticket Pastry P/U	15 Incentive Movie
16 CD-28's Turn in for All Tickets P/U	17	18	19	20	21 Coffee, Photo, Activity Ticket	22
23 CD-28's Turn in for All Tickets P/U	24	25	26	27	28 Coffee, Photo, Activity Ticket Pastry Box Out  Fudge	29 Incentive Meal
30 CD-28's Turn in for All Tickets P/U	31					

# IWP Positions

## NEW HOPE – POWDER PALS PROGRAM

### Interested AICs are welcome to apply

New Hope for Eastern Oregon Animals (New Hope – Powder Pals) partnered with the Powder River Correctional Facility, Oregon Department of Corrections, since early 2011. A key focus of this work has been the ability to provide meaningful work for inmates in training homeless dogs. More specifically, the program assists homeless dogs lacking obedience skills and behavioral issues that limit the animal's ability to be re-homed successfully. New Hope for Eastern Oregon Animals is a Private Non-Profit whose purpose is to improve the lives of animals through kindness, understanding and respect. Their purpose is to rescue and rehabilitate animals in Eastern Oregon, increase awareness of animal well-being through education, and encourage a caring and safe environment for animals.

Work duties will include are but not limited to the following:

- Always follow the training program. Failure to follow the program will result in immediate removal from the program and may result in disciplinary action.
- Conduct or assist with scheduled training sessions.
- Conduct or assist with socialization of the animals.
- Follow the schedule of activities for the animals.
- Exercise animals daily.
- Keep a daily log of the animal's progress in the program.
- Feeding and watering following recommended daily amounts.
- Remove solid waste from kennel areas (inside and outside), and any other area as needed using approved Personal Protective Equipment (PPE).
- Clean kennel area (inside and outside) using appropriate chemicals and PPE.
- Must be willing to work in a variety of weather conditions.

Qualifications for opportunity to apply:

1. In compliance with DOC Case Plan
2. No major misconduct reports within the last 6 months
3. Minimum of 6-8 months remaining on sentence
4. No history of animal neglect or abuse
5. Willingness to work as a team, open to new training ideas, willingness to make a difference to an animal
6. Be motivated for change and have a good attitude
7. Must be able to lift 50 lbs.

**IF YOU ARE INTERESTED, PLEASE SEND AN APPLICATION TO MS. PIMENTEL**

## Work Assignment Opening

The Barber Shop is looking for barbers. If you have the skills and are interested, please fill out an application CD#1523 and submit it to Ms. Pimentel.



## \*PHOTOGRAPHER ASSIGNMENT\*



PRCF is taking applications for 2 photographer positions:

- one full-time 4 days/week
- one part-time 3 days/week

You must have *Clear Conduct*, *GED* or enrolled to obtain *GED Certification*, and must have a minimum of 6 months before release or entering treatment. Duties include but not limited to: understanding and following *DOC procedure and rules*, operating a camera, taking pictures of individuals or special events (*Family Event, Volunteer Appreciation Dinner etc.*), and filling out forms accurately. Legible handwriting is important.

PRAS: 11 Points

If you are interested, please fill out the *AIC Work Application form (CD-1523)* listing your work experience **AND** write a communication describing your skills and why would you like to be the photographer.

Please Submit application and communication to Ms. Pimentel ASAP.

# R & D Info

## STATE CLOTHING ALLOWED

<u>1 Each Denim Coat</u>	<u>1 Chambray shirt</u> <u>2 Chambray shirts (Program)</u>	<u>2 Pair Denim Pants</u>
<u>3 Each T-Shirts</u>	<u>2 Sweatshirts</u> <u>1 Sweatshirts (Program)</u>	<u>1 Each Belt &amp; Buckle</u>
<u>3 Pair Grey Dress Socks</u>		<u>2 Each Towels</u>
<u>3 Pair of Underwear</u>	<u>2 Blankets (Wool or Cotton)</u>	<u>2 Sheets and 1 Pillowcase</u>
<u>1 Pair State Tennis Shoes</u> <u>(if no personal shoes)</u>	<u>1 Pair of State Shower Shoes</u> <u>(if no personal shoes)</u>	<u>1 Pair Red Shorts</u> <u>(If no personal blue shorts)</u>

## WORK CREW ONLY

<u>1 Pair Work Boots</u>	<u>2 Pair Work (boot) Socks</u>	<u>1 Pair Work Gloves</u>
	<u>1 Each Safety Vest</u>	

Work crew items must be turned back in when you are no longer assigned to a work crew. Work crew clothing is to be worn for work assignments only.

1. Clothing exchange is done on a one-for-one basis. You must bring the article of clothing you wish to exchange to R&D to get a replacement. If you do not have the article of clothing, and you have tried to find it, you are required to follow the proper state property re-issuance procedure. The forms are available on your units. (The process for returning clothing **does not** included turning items into the Unit Laundry buckets)
2. **Do Not** purposefully rip, tear, alter, or destroy any clothing or laundry bags in hopes of getting new ones. R&D does not have the extra clothing or budget to continue replacing damaged items. You can and will be held accountable if clothing appears to be purposefully destroyed.
3. Clothing exchange will occur Monday and Friday from at 6:30 am to 7:30 am. Coming into R&D outside of these hours, unless you've been called down, will result in you being held accountable, If there is an immediate need please talk with your unit officer.

## Release Clothing

Have you thought about your clothing needs for release and how you are going to pay for them?

When you are **45 Days from release**, you will need to contact R&D to make arrangements for your dress outs by completing a package authorization form to have clothing sent in OR by completing a CD28, to ensure you have funds available to purchase clothing from PRCF

The cost for dress outs can be up to \$35 depending on your needs. If you have any questions about the cost for dress out clothing, please kite R&D.

Due to changes to the Inmate Trust accounts you should start thinking about how you will pay for your dress outs. You can pay for dress outs with money in your General Spending account or your General Savings account but Not your Transitional Savings.



### **Prison Rape Elimination Act (PREA Information)**

The Oregon Department of Corrections (ODOC) has a zero-tolerance policy for sexual abuse, sexual harassment and for retaliation for reporting an incident. You may report in person to any staff, through an AIC communication, through the grievance system, by calling the PREA hotline by making a language selection, then dialing 91 from any AIC phone.

#### **Filing an Anonymous PREA Report**

If you are uneasy about filing a PREA allegation, you may file an anonymous report with an outside agency.

You may write to:

Governor's Constituent Services Office  
900 Court Street NE, Suite 254  
Salem, Oregon 97301

Please indicate in the beginning of your letter you are filing a PREA allegation, and you are requesting to remain anonymous. The Governor's Office will refer all anonymous allegations to the DOC PREA Coordinator to assure an investigation is completed based off the information that is provided.

#### **Opposite Gender Viewing/Announcements**

Opposite gender staff announcement themselves when entering a housing unit by ringing a bell. This must be done any time the status quo of the gender supervision on a housing unit changes (if there is already an opposite gender staff on the unit then there is not needed to re-announce). When you hear the doorbell, opposite gender staff will be entering the housing unit so please make sure you are covered up appropriately.

It is also important you undress in the appropriate locations. If you are in a bunk area, there are cameras throughout the facility so the designated changing/bathroom areas are the only areas you should be without undergarments. Opposite gender viewing may happen incidentally when staff are conducting routine cell checks. You can minimize this by keeping aware of the gender of supervision in your housing unit and ensuring you cover up when possible.

#### **Community-Based PREA Advocacy (Support) Program**

ODOC has partnered with community based, confidential advocates of sexual abuse victims to provide services to AICs.

AICs at ODOC who have experienced sexual abuse may reach a community-based advocate by making a language selection, entering your AIC PIN, then press 0\*711 AIC telephone systems, or may request a private call through the PREA Compliance Manager at the facility. Advocates provide victims of sexual abuse information about their options, resources, information, and emotional support. There is no charge for calls to advocates.

The community-based advocacy crisis line is for individuals needing assistance coping with sexual abuse related issues and should not be used for other purposes.

Telephone calls and mail with community-based advocacy centers is considered privileged communication and will be handled like legal calls/official mail. All advocacy calls are not monitored or recorded.

Advocates provide confidential support and crisis intervention, inform you about the investigation and medical examination process, educate you about healing from sexual abuse and offer resources and referrals

Advocates will not tell you what to do, communicate with the institution unless you request them to do so and sign a release and will not provide legal advice.

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

Just Detention International Headquarters is a national advocacy resource and can be reached at:

3325 Wilshire Blvd., Suite 340  
Los Angeles, CA 90010

If you have any other questions regarding PREA, you may ask any staff member, write the PREA Compliance Manager at your institution, or you may write:

Ericka Sage PREA Coordinator  
Oregon Department of Corrections  
3723 Fairview Industrial Drive, SE  
Salem, OR 97302

*February 22 2022*