



SECURITY



Hygiene Rule Review

Ensuring the safety of everyone living and working at OSP is our top priority. Staff will address anyone who is dressed in a manner that draws undue attention or compromises safety and security as outlined in the 'Hygiene, Grooming and Sanitation (AIC)' rules 291-123-0015:

(5) Clothing:

(a) Adults in custody will be issued DOC clothing that is properly fitted, durable, presentable, and suitable for the activity in which the adult in custody may be involved.

(b) Adults in custody must be properly attired in a manner that does not draw undue attention or compromise internal order and discipline, institutional security, or the health and safety of the adult in custody, other adults in custody, and staff.

/s/ E. Martinez, Correctional Officer

GENERAL SERVICES



Food Theft

Food theft from Culinary is a major problem for the Institution. It impacts our ability to ensure adequate portions of the published menu are available, jeopardizes the health of individuals taking perishable food that is not being properly stored or cooked. It also has a significant effect on our ability to work within our food service budget.

This notice constitutes a direct order that you are not to take any food items from the Kitchen other than uncut fruit in the quantity served (per your AIC Handbook). The following plan was designed to address this issue in a reasonable, consistent way.

1. If an AIC is caught stealing, or attempting to steal food, the food will be confiscated and disposed of accordingly. If the value of the food is less than \$20, the AIC will be issued a minor misconduct report. The minor misconduct report

will be for disobedience of an Order III and will include the cost of all food items that must be disposed of due to the theft/attempted theft or misuse. If the value of the food is \$20 or more, the AIC will receive a major misconduct for Contraband II, and will also be charged for the cost of food that must be disposed of.

2. If the AIC stealing the food is assigned to the Kitchen or Dining Room, they will receive a program failure along with the Misconduct Report.
3. This process will be used for foodstuff found outside the Culinary Section (for example cell searches, etc.) if the items can reasonably be determined to have been taken from the Food Services.

Note: This does not prevent a staff member from issuing a misconduct report for a higher level charge (Contraband II) in the event the AIC has received a recent minor misconduct previously for the same conduct.

/s/ C. Wagner, Asst. Supt. General Services

GROUP LIVING



Prison Rape Elimination Act Questions and Answers

Here are the most asked questions when it comes to PREA:

1. How can I report a PREA allegation?

Answer: You can report an allegation to any staff member, the OIC, PREA grievance, PREA hotline, AIC communication and by third party.

2. If I use the PREA hotline or advocacy hotline are my calls confidential?

Answer: Yes, once you enter your pin number and press 9 for the PREA hotline or 711 to talk to a victim advocate, the phone system will not record the conversation or log that the number was called.

3. What is the buzzer sound I hear in all housing blocks, units and infirmary?

Answer: That buzzer sound is to make all AICs aware a staff member of the opposite gender has entered the area.

4. Is there a resource outside of the institution I can talk to about PREA confidentially?

Answer: Yes, the Center for Hope and Safety is an advocacy group that is there for you 24/7.

The role of the advocate is to:

- Amplify the victim’s voice
- Redirect victim blaming
- Provide emotional support
- Explain options for reporting
- Help victim process decision (not guide, recommend or suggest what is right)
- Provide resources and referrals
- Sit through forensic exam / investigatory interview if desired by the victim.
- Support family and friends of the victim.

You can reach the advocate by dialing 711. The calls are confidential, not logged or recorded.

If you have any other PREA-related questions or concerns, please send an AIC Communication to Lt. Hakola or Capt. Porter.

/s/ C. Porter, Group Living Captain



Obstruction of View into Cell or Bunk Area

Nothing will be placed on or attached to cell bars. Nothing will be hung or placed in a manner that would obstruct the officer’s view into the cell or bunk area.

This applies to celled housing units as well as the Dorm. Clothing, towels, sheets, and bedding are to be used for their intended purposes only, they are not to be hung around the bunk area to create curtains or obstruct view in the bunk or cell. Those in violation are subject to progressive discipline and confiscation of inappropriately used items. In the dorm, there is nothing allowed to be attached to the windows that would obstruct the view into the housing unit.

Property

There are still several AICs that are not in compliance with the amount of authorized property in their cells. There are property bins located on every block that are utilized to measure property. Any property that does not fit in that bin (with the exception of medical equipment, keyboard, guitar, and state-issued clothing/bedding) is considered excessive. Property must comply prior to moving cells. Those with excessive property will be denied convenience moves

until property is reduced. Excessive property shall be mailed out at the AIC’s expense or discarded. Excess property that is not mailed out or discarded at the direction of staff will be considered contraband and may result in confiscation of the item(s) and/or disciplinary action.

Nothing will be taped, pasted, glued, or added to the cell walls. Nothing may be hung on the ceiling. Nothing may be hung on or interfere with the function of the fire systems (detectors, sprinklers, alarms, panes etc.). Items hung in the approved bulletin/cork board area may not exceed the area of the frame and items may not overlap.

Envelopes and Postcards

You are to immediately write your name and SID number on **your** envelopes/postcards (in ink) within the first hour after receiving them from Canteen. All blank or altered envelopes/postcards will be confiscated and those in possession are subject to disciplinary action.

C. Porter, Group Living Captain

ACTIVITIES



The Origins Of Veterans Day

From The U.S. Dept of Veterans Affairs:

During World War 1 on November 11, 1918 a cease-fire was declared. It was decided that it would be on the 11th hour on the 11th day of the 11th month. This cease-fire would later lead to the end of World War 1. Countries around the world celebrated this day as Armistice Day, a day to honor all those who fought in the war. Since then, several wars followed and this holiday was more appropriately renamed Veterans Day to honor all veterans who served. We celebrate Veterans Day on November 11 in remembrance of that 11th month, on the 11th day at the 11th hour. Let us take this day to honor all those who have served.

/s/ J. Rodriguez, Recreation Specialist

JOB ANNOUNCEMENTS



ODOC Facilities Infrastructure Team Opportunity

The Facilities Electrical construction team is looking to hire motivated AICs for opportunities in their certified electrical apprenticeship program. This license is recognized throughout the state of Oregon, giving selected applicants a career upon release.

Interested applicants must be able to meet the following criteria:

- Minimum one (1) year clear conduct
- Three (3)+ years left on sentence
- Skilled labor and technical aptitude preferred
- Available for 10-hour shifts Monday through Friday

Please submit an AIC application form, resume, and cover letter to Physical Plant/ Attention: S. Castle

/s/ S. Boren, ODOC Facilities



ICH Unit Peer Companion Position

We believe that AICs who have proven to be successful in the prison community can provide a valuable resource to peers within that community. By listening to and mentoring peers who are struggling with various disabilities, Peer Companions can help teach them how to more effectively and productively manage their own responses to their environment.

Mental Health Special Housing has several Peer Companion positions open on the Intermediate Care Housing (ICH) unit. The Individual selected for this position will report to the ICH unit, yard, and/or treatment lounge for their shifts. We are looking for motivated, responsible individuals who have the willingness to work with both our elderly and special needs population. It is important for Unit Peer Companion candidates to behave in a manner that is respectful, safe, confidential, and honest, modeling patience, respectful communication, and following of all unit and institution rules.

ICH Unit Peer Companions are responsible for assisting unit staff, QMHPs and treatment staff in ensuring that identified AICs housed on the ICH are getting their basic and daily needs met, which helps to improve their functioning and improve their overall quality of life while incarcerated.

Duties also include escorting individuals to appointments, assisting individuals in groups, working with individuals who have difficulty walking or who are resistant to engaging in activities outside of their cells, cleanliness of their cell, and offering peer support to individuals with severe mental illness.

Please submit an application AIC communication form to Tim Assad, ICH Program Manager, if you are interested. Applications will be accepted until this position is full. To be eligible, you must be an incentive Level 2 or higher and have clear conduct for at least one year. It is preferred that you have one or more years left on your sentence. Compensation is maxed out at 18 PRAS points, working a five-day work week.

/s/ T. Assad, ICH Program Manager (WOC)

Physical Plant General Maintenance/Campus Maintenance Shop Opening

The Physical Plant General Maintenance Shop has an immediate opening for an AIC General/Campus Maintenance worker.

Interested applicants must be able to meet the following criteria:

- Be a self-starter.
- Have at least two (2) years clean conduct.
- Have at least one (1) year left here at OSP.
- Demonstrated ability to use hand tools (drills, roto hammer, Sawzall, tape measure, etc.)
- Ability to work using a lift.
- Ability to work in confined spaces.
- Ability to consistently lift at least 75 pounds.
- Ability to be redirected at a moment's notice to assist other shops or coworkers.

Please submit an AIC application form, resume, and cover letter to C. Hegeman, Physical Plant.

/s/ C. Hegeman, Physical Plant



A Point to Ponder

"As we express our gratitude, we must never forget that the highest appreciation is not to utter words, but to live by them."

~ John F. Kennedy

RELIGIOUS SERVICES

Weekly Chapel Schedule

Saturday, November 11

- 8:00 am LDS
Sweat Lodge
Jehovah's Witness
- 1:00 pm Jewish Service
Seventh Day Adventist
- 6:00 pm Calvary Chapel
Siddha Yoga (2nd and 4th Saturdays)

Sunday, November 12

- 8:00 am Spanish Protestant
Spanish Jehovah's Witness 1:00 pm
Catholic Service
Urantia (1st and 3rd Sundays)
- 6:00 pm Lutheran Service

Monday, November 13

- 1:00 pm Hispanic Catholic Service
- 6:00 pm Pentecostal Service

Tuesday, November 14

- 1:00 pm Agape
Orthodox Christianity (1st and 3rd Tuesdays)
Art of Living (Meditate) (2nd and 4th Tuesdays)
- 6:00 pm Buddhist (1st and 3rd Tuesdays)

Wednesday, November 15

- 1:00 pm Justice Issues
- 6:00 pm Most Excellent Way Chapel

Thursday, November 16

- 1:00 pm TUMI
- 6:00 pm Gospel Service

Friday, November 17

- 1:00 pm Nation of Islam
Sunni Jumma Prayer





Oregon

Tina Kotek, Governor

Oregon Department of Corrections
Correctional Services Division
Offender Information and Sentence Computation
24499 SW Grahams Ferry Road
Wilsonville, OR 97070-5670
Voice: 503-570-6919
Fax: 503-570-6904



Date: November 2, 2023
To: All ODOC Staff
From: Offender Information and Sentence Computation (OISC)
Subject: New Ethnicity Field

Pursuant to SB 1510 (2022), the Oregon Criminal Justice Commission (CJC), in conjunction with the Oregon Department of Corrections (ODOC), is required to collect and report data concerning:

- the number of persons on supervision;
- persons revoked from supervision and sentenced to incarceration; and
- persons sanctioned for violating conditions of supervision and serving a sanction in a local correctional facility.

CJC will review and disaggregate this data by race, ethnicity, gender, and county. CJC will make this data available to the public.

For this purpose, ODOC has added an ethnicity field which will appear in the DOC400 in the offender's description screen and will show on an Adult-in-Custody's (AIC) ODOC facesheet. This programming will become effective November 15, 2023. The available options will be Hispanic (H), or Non-Hispanic (N), or Unknown (U). This information will be collected by the appropriate county community corrections agency for persons beginning a supervision sentence, and upon admission to the ODOC Intake Center for those serving a prison sentence. If the AIC declines to select one of the two options, unknown (U) will be used.

In addition, current AICs may request to add their ethnicity to their ODOC's record. To request this, the AIC shall forward an AIC Communication Form (CD 214) to their institution's records office for processing. Any questions regarding this process may be directed to the Offender Information and Sentence Computation Unit.




Oregon

Tina Kotek, Governor

Oregon Department of Corrections

Operations Division
3723 Fairview Industrial Drive SE.
Suite 200
Salem, OR 97302
Voice: (503) 945-9090



Date: November 1, 2023
To: All Adults in Custody (AICs)
From: Rob Persson, Assistant Director of Operations 
Subject: 2023 Holiday Period

The 2023 Holiday Period begins Monday, November 27, 2023, and goes through Friday, December 29, 2023. During this time, for AICs with DOC debt and external obligations, the following parameters will be in place:

DOC Debt and External Obligations

- DOC debt (*examples: disciplinary fines, copy, and postage debt*) will be collected through Wednesday, November 22, 2023, prior to the start of the Holiday Period.
- During the Holiday Period, Central Trust will not collect existing DOC debt.
- External obligations (non-DOC debt) such as court filing fees (County / U.S. Court), garnishment orders, and Court-Ordered Financial Obligations (COFOs) will continue to be collected as DOC does not have the authority to suspend statutory collections.
- DOC debt collection will resume in the event an AIC receives a new disciplinary fine sanction during the 2023 Holiday Period.
- At the conclusion of the 2023 Holiday Period, on Friday, December 29, 2023, any funds remaining in the General Spending Trust Account of AICs with DOC debt will be collected in accordance with OAR 291 Div. 158-0065(d).

Spending Funds During the Holiday Period

- Commissary spending limits will be doubled.
- AICs who have DOC debt may spend funds during the 2023 Holiday period from their General Spending Trust Account for the following: postage, copies, institution club & DOC activities, DOC programs, phone transfers, and commissary items.
- AICs with DOC debt cannot make external purchases or disbursements from their General Spending Trust Account during the 2023 Holiday Period.
- AICs should plan accordingly when submitting financial requests, such as commissary orders and Request for Withdrawal of Funds forms (CD28).

Other Considerations

- All plans are subject to staffing, and AIC commissary worker / supply chain availability.
- Transitional Savings deductions will continue to take place in accordance with ORS 423.105

The Holiday Period occurs at the discretion of the Assistant Director of Operations in accordance with OAR 291 Div. 158-0065(d). AICs with questions may submit an AIC communication to Business Services (*electronic option available on the tablet*).

Mainline

Week at a Glance

	Monday 11/13/2023	Tuesday 11/14/2023	Wednesday 11/15/2023	Thursday 11/16/2023	Friday 11/17/2023	Saturday 11/18/2023	Sunday 11/19/2023
Week 2	BREAKFAST						
	Oatmeal - 1.00 CP Canned Fruit - 0.50 CP Hard Boiled Egg (Sfa,Chi) - 1.00 EA Pancakes (Sod,Chi) - 3.00 EA Maple Syrup - 2.00 FLOZ Margarine (Sfa) - 1.00 TBS Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Dry Cereal - 1.00 CP Fresh Fruit - 1.00 EA Scrambled Eggs (Sfa,Chi) - 0.33 CP Refried Beans - 0.50 CP 2.00 TBS Salsa (Sod) - 0.25 CP Flour Tortilla - 1.00 EA Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Multigrain Hot Cereal - 1.00 CP Canned Fruit - 0.50 CP Waffles (Sod) - 2.00 EA Peanut Butter (Sfa) - 3.00 TBS Maple Syrup - 2.00 FLOZ Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Dry Cereal - 1.00 CP Fresh Fruit - 1.00 EA Fried Egg (Sfa,Chi) - 1.00 EA Sliced Cheese (Sfa,Chi) - 1.00 SLC English Muffin (Sfa,Chi) - 1.00 EA Fried Potatoes - 0.75 CP Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Farina - 1.00 CP Canned Fruit - 0.50 CP Sausage Gravy (Chi) - 0.75 CP Biscuit (Sfa,Sod) - 1.00 EA Fried Potatoes - 0.75 CP Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Canned Fruit - 0.50 CP Scrambled Eggs (Sfa,Chi)0.33 CP *Pork Bacon (Sfa,Sod,Chi) - 3.00 SLC Fried Potatoes - 0.75 CP Wheat Toast - 2.00 SLC Jelly - 2.00 TBS Margarine (Sfa) - 1.00 TBS Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Oatmeal - 1.00 CP Fresh Fruit - 1.00 EA Hard Boiled Egg (Sfa,Chi) - 1.00 EA Breakfast Pastry (Sfa,Chi) - 1.00 EA Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA
Week 2	LUNCH						
	Coleslaw (Sod) - 0.75 CP *Barbeque Pork (Chi,Sfa) - 0.50 CP Wheat Hoagie Roll - 1.00 EA Macaroni & Cheese (Sfa,Sod,Chi) - 0.75 CP Cauliflower - 0.75 CP Fresh Fruit - 1.00 EA Fortified Fruit Drink - 8.00 FLOZ	*Soup of the Day (Sod,Chi) - 10.00 FLOZ Chicken-Lettuce Salad (Chi) - 1.00 SV Sliced Onions - 2.00 TBS Shredded Cheese (Sfa,Chi) - 2.00 TBS Salad Dressing (Sfa,Sod) - 2.00 FLOZ Blended Vegetables - 0.75 CP Wheat Dinner Roll - 1.00 EA Fresh Fruit - 1.00 EA Fortified Fruit Drink - 8.00 FLOZ	Minestrone Soup - 10.00 FLOZ Tuna Salad (Chi) - 0.50 CP Shredded Lettuce - 0.25 CP Wheat Hoagie Roll - 1.00 EA Broccoli - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Fruit Drink - 8.00 FLOZ	Potato Soup - 10.00 FLOZ *Meat & Cheese Sandwich on Sliced Onions - 2.00 TBS Shredded Lettuce - 0.25 CP Mayo & Mustard (Sod) - 2.00 TBS Peas - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Fruit Drink - 8.00 FLOZ	Texas Slaw - 0.75 CP Mexican Picadillo (Chi,Sfa) - 1.25 CP Brown Rice - 0.75 CP Broccoli - 0.75 CP Wheat Tortilla (Sfa,Sod) - 2.00 EA Fresh Fruit - 1.00 EA Fortified Fruit Drink - 8.00 FLOZ	*Soup of the Day (Sod,Chi) - 10.00 FLOZ Chicken Salad (Chi) - 0.50 CP Shredded Lettuce - 0.25 CP Wheat Hoagie Roll - 1.00 EA Blended Vegetables - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Fruit Drink - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing(Sod) 1.00FLOZ Loco Moco Patty (Chi,Sfa) - 1.00 EA Fried Egg (Sfa,Chi) - 1.00 EA Beef Gravy - 2.00 FLOZ White Rice - 0.75 CP Green Beans - 0.75 CP Wheat Dinner Roll - 1.00 EA Margarine (Sfa) - 1.00 TBS Chocolate Cake (Chi) - 1.00 EA Fortified Fruit Drink - 8.00 FLOZ
Week 2	DINNER						
	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Creole Chicken (Chi) - 1.00 CP Brown Rice Pilaf - 0.75 CP Green Beans - 0.75 CP Wheat Dinner Roll - 1.00 EA Margarine (Sfa) - 1.00 TBS Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Hot Roast Beef Sandwich on Wheat (Sod,Chi,Sfa) - 1.00 EA Beef Gravy - 2.00 FLOZ Mashed Potatoes - 0.75 CP Carrots - 0.75 CP Fruit Bar (Sfa,Sod,Chi) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chili Mac (Chi,Sfa) - 1.25 CP Sweet Potatoes (Sfa) - 0.75 CP Green Beans - 0.75 CP Cornbread (Sod,Chi) - 1.00 EA Margarine (Sfa) - 1.00 TBS Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Cheese Pizza (Sod,Chi,Sfa) - 1.00 EA Blended Vegetables - 0.75 CP Choice Dessert (Sfa,Chi) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken & Rice Casserole (Chi) - 1.25 CP Carrots - 0.75 CP Wheat Bread - 2.00 SLC Margarine (Sfa) - 1.00 TBS Gelatin & Whip Topping (Sfa) - 0.50 CP Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Shepherd's Pie (Chi,Sfa) - 1.00 SV Peas - 0.75 CP Wheat Dinner Roll - 1.00 EA Margarine (Sfa) - 1.00 TBS Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Meat Sauce (Chi,Sfa) - 0.75 CP Spaghetti - 0.75 CP Cauliflower - 0.75 CP French Bread - 1.00 SLC Garlic Margarine (Sfa) - 1.00 TBS Fresh Fruit - 1.00 EA Tea - 8.00 FLOZ

Menu subject to change without notice. Meat-Alternative-Trays available at lunch & dinner only.

*Contains or may contain pork.

Sod = High Sodium Sfa = High Saturated Fat Chi = High Cholesterol Sug = High Sugar

© Powered By: Culinary Suite

08/24/2023, 11:36 AM

