

SCI AIC
NEWSLETTER

APRIL 5TH 2024 EDITION

Inside this Issue

Taxes	2
Electronic Records	3
Transitions and Mailroom. ICS down 2 days	4
Weight pile/ crossfit & calendar	5
Ceviche and birth- day cakes	6
Guitars for purchase	7
Dennys Feed	8
Proposed Rules Covid 19 vaccine and debt	9 10
obligation Fire Crew	11



Hearing Notice from the Court

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

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

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

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

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

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

Give your contact (Family/Friend) the staff contact (Ms. Garibay 503-378-2964) OR
DOC website for professional calls (follow prompts under SCI section)

What happens next?

The Court contacts Ms. Garibay to schedule
Call-out is entered & a reminder kyte sent
Complete your call in assigned location (Unit 2 call room)

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

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

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

Last month!!! Taxes DUE APRIL 15th!!!



Financial Services *Informational Briefing*

Adult in Custody (AIC) 2024 Tax Information

The Department of Corrections (DOC) will not provide federal or state tax forms to AICs.

- AICs may write or call the Internal Revenue Service (IRS) or Oregon Department of Revenue to request tax forms.
- AICs may elect to reach out to their friends and family to request they send tax forms in through the mail. All incoming mail is subject to the Departments rule on mail, 291-131-0025.
- DOC staff / legal assistants are not authorized to provide tax advice or status updates on filings to AICs.
- 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).



AICs will need to use their own pre-addressed postage paid envelope for tax correspondence and filings.

Oregon Department of Treasury Tax Forms Requests	Internal Revenue Service Tax Forms Requests
Department of Revenue P.O. Box 14999 Salem, OR 800-356-4222	Department of Treasury Internal Revenue Service Ogden, UT 84201-0002 800-829-3676

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.oregon.gov.

TO: All Adults in Custody
 FROM: Health Services
 RE: Electronic Health Records
 DATE: March 1, 2024

This month, we would like to share information about how your health information will be transferred to the new Electronic Health Records (EHR). An EHR is like a big computer file that stores all your health information in one place. A "scanner" is a copy machine that turns a paper document into an electronic file that is safely and securely stored. Electronic records are easily shared between your doctors, nurses, behavioral health, and dentists at the Oregon Department of Corrections (DOC) and can be accessed at the same time. This will help them work together, and with you, to make important decisions about your health. Your electronic health records can also be shared with your health providers outside of the DOC, such as an out-of-facility appointment, or upon your release.

Right now, paper medical records are stored in a blue medical chart. But soon, when you visit your DOC healthcare providers, you may start seeing both a blue medical chart and a new green medical chart. The blue chart holds the old paper records that have been scanned in preparation for the EHR, and the green chart contains any new paper records created until the EHR goes live. Eventually, all the paper records will also get scanned and loaded into the EHR.

Please remember that right now, you do not need to do anything different to request to be seen by Health Services. As this exciting project keeps moving forward, please know we will give you more updates through AIC newsletters and flyers.

PARA: Todos los adultos bajo custodia
 DE: Servicios de salud
 ASUNTO: Expedientes electrónicos de salud
 FECHA: 1 de marzo de 2024

Este mes nos gustaría compartir información sobre la forma en que su información de salud será transferida a los nuevos Expedientes Electrónicos de Salud (EHR, por sus siglas en inglés). Un EHR es como un gran archivo de computadora que almacena toda su información de salud en un solo lugar. Un "escáner" es una máquina copiadora que convierte un documento en papel en un archivo electrónico que se almacena de forma segura y confiable. Los expedientes electrónicos se comparten fácilmente entre los doctores, enfermeros, especialistas de salud del comportamiento y dentistas en el Departamento Correccional de Oregon (DOC, por sus siglas en inglés) y se puede acceder a ellos al mismo tiempo. Esto les ayudará a trabajar juntos y, con usted, para tomar importantes decisiones para su salud. Sus expedientes electrónicos de salud también se pueden compartir con sus proveedores de servicios de salud fuera del DOC, como en una cita fuera del centro, o cuando se le libere.

Justo ahora, sus expedientes médicos en papel se almacenan en una carpeta médica azul. Pero pronto, cuando visite a sus proveedores de servicios de salud del DOC, podrá empezar a ver tanto la carpeta médica azul como una nueva carpeta médica verde. La carpeta azul tiene los expedientes en papel que se han escaneado en preparación para el EHR, y la carpeta verde contiene cualquier expediente en papel nuevo creado hasta que el EHR se ponga en marcha. En última instancia, todos los expedientes en papel también se escanearán y se cargarán al EHR.

Por favor, recuerde que ahora mismo no necesita hacer nada diferente para solicitar que le vean en Servicios de salud. Conforme este emocionante proyecto avanza, por favor, tenga en cuenta que le daremos más actualizaciones a través de los boletines de noticias y de los volantes de AIC.



Transitions Updates – April 2024

Credit Report:

According to federal law, you are entitled to one free credit report per year from each of the three credit bureaus (Equifax, Experian, and TransUnion) using Annual Credit Report. This is normally something you would do online, but since you do not have access to the Internet, we can provide you with a paper application and a set of instructions to have your credit report(s) sent to you here at SCI.

Hawaii Bound:



Aloha! Ms Enomoto will be going on vacation to Hawaii from April 17th through April 24th. Just know that if you send her a kyte between these times, you will not hear back from her until April 25th at the earliest.

Presentations:



We will have a presentation from Lenanne from All Star Labor & Staffing on April 24th at 2:30 PM. Please send a kyte to Ms. Enomoto (Before April 16th) if you would like to attend.

Resource Hours:

As a reminder, Transitions has resource hours out in Unit 5B on **Fridays** from **8:00 AM to 10:00 AM**. You may walk out during those times as long as yard is open to talk with Ms. Enomoto. You **cannot** talk to your counselor(s) during this time unless you are on a callout or have been paged.

There will be no Resource Hours on **Friday, April 19th** as Ms. Enomoto will be in Hawaii.

Ms. Enomoto will be on vacation again in May so we will move the Resource Hours to Tuesday May 7th from 8:00 AM – 10:00 AM.

Mailroom

Make sure SID #'s are on all mail and package authorizations need to be pre-approved by Lt. Comstock before packages are shipped to the facility.

ICS System outage for Maintenance

April 9 and 10th 11:00 p.m. to 5:00 a.m.

Upper Yard Weight pile and Cross fit Pad

Do not take, transfer, or remove equipment from the Weightlifting area to the CrossFit Platform and do not take Free Weights, Barbells or any item designated for CrossFit use including jump ropes, jump boxes, slam balls from the CrossFit Area to the Weightlifting area. The use of this equipment is restricted to each area. If an AIC is engaged in this activity, they will receive disciplinary action, potentially resulting in a Misconduct Report for unauthorized use of State Property. Any AIC that has not exchanged an ID Card for a Chit to check out equipment is engaging in unauthorized use of State Property and will receive disciplinary action, potentially resulting in a Misconduct Report. If an AIC is assigned to the Recreation Shack as an Orderly and leaves it unattended, that AIC will receive the appropriate sanction for failing to perform their assigned duties and potentially a Misconduct Report for Unauthorized Area.

Lieutenant L.A. Kiser

Facilitator FOCUS Group

SCI EVENTS/ ACTIVITIES CALENDAR

SCI Events / Activities Calendar

Legend: (L) Lower Yard; (U) Upper Yard; (DH) Dining Hall; (MPB) Multi-Purpose Building
(HBC) Homeward Bound; (FG) Focus Group; (MC) Multi-Cultural; (RS) Religious Services; Music Group (MG)

April						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
(MC) Arab-American History Month	5:15 PM (MPB) (MG) Guitar Lessons	5:30 PM (L) (FG) Soccer 6 PM (Rm 142) (NA) Meeting	6:00 PM (Rm 142) (AA) Meeting 6:30 PM (L) (FG) Soccer	5:30 PM (L) (FG) Soccer PAYDAY	5:15 PM (MPB) (MG) Guitar Lessons	12:30 PM (L) (FG) Soccer 5:30 PM (L) (FG) Soccer 7:00 PM (Rm 109) (FG) Meeting
7	1 PM (Rm 142) (HBC) Meeting 5:15 PM (MPB) (MG) Guitar Lessons	5:30 PM (L) (FG) Soccer 6 PM (Rm 142) (NA) Meeting	6:00 PM (Rm 142) (AA) Meeting 6:30 PM (L) (FG) Soccer	5:30 PM (L) (FG) Soccer	5:15 PM (MPB) (MG) Guitar Lessons 5:30 PM (L) (FG) Soccer	12:30 PM (L) (FG) Soccer 5:30 PM (L) (FG) Soccer 6 PM (UL) (FG) Beast Mode- Dry Run
14	5:15 PM (MPB) (MG) Guitar Lessons	5:30 PM (L) (FG) Soccer 6 PM (Rm 142) (NA) Meeting 6 PM (DH) (HBC) AFSP Fundraiser	6:00 PM (Rm 142) (AA) Meeting 6:30 PM (L) (FG) Soccer	5:30 PM (L) (FG) Soccer	5:15 PM (MPB) (MG) Guitar Lessons 5:30 PM (L) (FG) Soccer	12:30 PM (L) (FG) Soccer 5:30 PM (L) (FG) Soccer 7:00 PM (Rm 109) (FG) Meeting
21 12:30 (U) (FG) Sball Tryouts 5:30 (U) (FG) Draft	1 PM (Rm 142) (HBC) Meeting 5:15 PM (MPB) (MG) Guitar Lessons	TBD (Rm 142) (RS) Weddings 5:30 PM (L) (FG) Soccer Playoffs 6 PM (Rm 142) (NA) Meeting	6:00 PM (Rm 142) (AA) Meeting 6:30 PM (L) (FG) Soccer Playoffs	5:30 PM (U) (FG) Soccer Playoffs	5:15 PM (MPB) (MG) Guitar Lessons 5:30 PM (L) (FG) Soccer Finals 6 PM (FG) Beast Mode- Weigh-in	12:30 PM (UL) (FG) Beast Mode
28 12:30 (L) (FG) Soccer All-Star Selection	5:15 PM (MPB) (MG) Guitar Lessons	5:30 PM (L) (FG) Soccer All-Stars 6 PM (Rm 142) (NA) Meeting				2024

What is Ceviche?

You may have noticed a new dish on the spring-summer 2024 menu cycle: Tuna Ceviche. Ceviche is pronounced "seh-vee-chay". Ceviche typically consists of raw fish and fresh lime juice with some hot peppers. Pre-cooked fish can be used in ceviche too, and that is what is used for the ODOC tuna ceviche. Many additional ingredients can be added, including vegetables like onions or sweet peppers, and fresh herbs like cilantro or mint.

When raw fish is used, the lime juice "cooks" the raw fish without heat. The normal process of heating food to cook it changes the structure of the proteins in the food. A common example of this is when you cook an egg and the 'white' changes from clear to a solid color. Another way of changing a protein is to apply citrus juices. But cooking with lime juice doesn't cook meat the same way heat does. It doesn't completely kill all bacteria.

Ceviche is the national dish of Peru! It is believed that the dish originated from there, but this popular seafood dish is found in many coastal areas throughout Latin America such as Ecuador, Chile, Mexico, and Colombia.

This dish is being offered to enhance the variety in the menus and to feature foods from different cultures around the world. Ideas for new menu items come from AIC Foodservice surveys or Foodservice staff members. New items or recipes are used on menus if they can be produced with available food products at an acceptable price-point.

Elena Guevara RD, LD

Birthday Cakes for purchase!

The culinary team at SCI is excited to announce the sale of birthday cakes for kiddos coming to visit their loved one (dad, grandpa, uncle) during their birthday month. Beginning May 1, 2024, AIC's at SCI can purchase an 8" personalized cake during the month of their child's birthday to be shared during the visit. Order forms, and more information will be available to the AIC's in the coming weeks. Orders will include the cake, four party plates and four paper hats. While the exact price is not quite set, it will not exceed \$6. We hope our families can create birthday memories for years to come. Currently, this only applies to the Santiam Correctional Institution.



Just a reminder:

We have guitars!



General		Body	
Model	OMEN-6	Guitar Colors	Gloss Black
Item Number	2060	Hardware Color	Black Chrome
Color Shown	Gloss Black	Top Contour	Arched Top
Neck		Dexterity	Right Handed
Tuners	Schecter	Construction	Bolt-on
Fretboard Material	Rosewood	Body Material	Basswood
Neck Material	Maple	Binding	Ivory 1-ply
Inlays	Perloid Semi-Goth	Bridge	Tune-O-matic w/String Thru Body
Scale	25.5" 648mm	Electronics	
Neck Shape	Thin "C"	Controls	Volume/Tone/3-Way Switch
Thickness	@ 1st Fret-.787" (20mm)/ @ 12th Fret-.866" (22mm)	Bridge Pickup	Schecter Diamond Plus
Frets	24 X-Jumbo	Neck Pickup	Schecter Diamond Plus
Fretboard Radius	14" (355mm)	Accessories	
Nut	Graph Tech XL Black Tusq	Knobs	Metal Knurled w/Set Screw
Nut Width	1.653" (42mm)	Strings	Ernie Ball Regular Slinky #2221 (.010-.046)
Truss Rod	2-Way Adjustable Rod w/32" (4mm) Allen Nut	Case	1620 SGR-1C C-Shape Hardcase

Right Hand Guitar Package Package - \$576.61

Left Hand Guitar Package Package - \$607.17

Thank you,
Commissary

MUST BE INCENTIVE LEVEL 2 OR 3

Denny's Hamburgers

Homeward Bound Club

We are hosting a FUNDRAISER for the A.F.S.P (American Foundation for Suicide Prevention). The AFSP is a non-profit organization exclusively dedicated to understanding and preventing suicide through research, education and advocacy, and to reaching out to people with mental disorders and those impacted by suicide. We will also soon be having our annual prevention "Walk" in an effort to further support this cause.



April 16th After Evening Meal
Come enjoy a burger and support a noble cause!

You will be called down by your unit according to April's meal rotation
Cell-ins or LOP'S will not be able to attend

You must order a burger to attend

Food must be consumed in the dining hall, no bringing anything back
 Special order forms will be passed out. Make sure they are legible and stamped by your unit officer. Double check your info & amount.

Return the completed forms to the black activities box outside the chow hall

Deadline for order forms- April 4th (Nothing will be processed until pay is posted)

LIMIT- 2 Burgers

You may bring your own drink

All burgers come with fries and will be boxed up individually **\$17.50 Each**

Double Cheeseburger	2 Patties, cheese, lettuce, tomato, red onions & pickles on a brioche bun
Bacon Avacado Burger	2 Patties, cheese, bacon, avacado, lettuce, tomato, red onions & pickles on a brioche bun
Bourbon Bacon Burger	2 Patties, cheese, bacon, sauteed mushrooms, fire-roasted bell peppers & onions, bourbon sauce, lettuce, tomato, red onions & pickles on a brioche bun

No special orders. Burgers come with everything listed

From the Administrative Rules Program:

PROPOSED RULES:

291-005 Information Systems Access and Security

- Amends rule to better reflect and implement the direction of the agency, statewide standards, and industry modernization; improve consistency and clarity of the rules; further define and update process; update position titles and timelines; and establish guidelines around separation of duties, authorizing access, shared or group credentials, open user accounts, and physical security.

Last day of comment period: 4/18/24 at 5:00 PM

291-105 Prohibited Conduct and Processing Disciplinary Actions

- Amends rule to standardize definitions of terms across Department of Corrections rules; adopt a definition for "digital currency"; and update misconduct violations (Violations Involving Property, Violations Against Persons) to address trends affecting the safety and security of our facilities.

- Last day of comment period: 4/18/24 at 5:00 PM

Remote Public Hearing: 4/2/24 1:30PM – 2:30PM

291-202 Sex Offenders, Special Provisions

- Amends rule to incorporate changes in legislation per HB2549 (2013) and HB2520 (2015); to incorporate changes in practice or department philosophy (change "inmate" to "AIC" per HB 3146 (2019); to clarify terminology; to update definitions and statutory references or further define process; to expand exception authority within county community corrections agencies; and to perform technical corrections.

- Last day of comment period: 4/18/24 at 5:00 PM

PROPOSED RULES:

291-105 Prohibited Conduct and Processing Disciplinary Actions

- Amends rule to standardize definitions of terms across Department of Corrections rules; adopt a definition for "digital currency"; and update misconduct violations (Violations Involving Property, Violations Against Persons) to address trends affecting the safety and security of our facilities.

- **Extended:** Last day of comment period: 5/15/24 at 5:00 PM

- **Updated:** Remote Public Hearing: 4/26/24 10:00 AM – 11:00 AM

Note: A corrected Notice of Proposed Rulemaking was filed for these rules on 3/27/24 which overrides the previous Notice filed on 2/29/24.

291-209 Earned Discharge

Amends rule per SB 581 (2023) to make the changes included as part of HB2172 retroactive to the August 1, 2013 date of the original HB3194 legislation.

Last day of comment period: 5/14/24 at 5:00 PM

PERMANENT RULES:

291-011 Segregation (Disciplinary)

- Amends rule to repeal a rule that limits staff from being assigned to a disciplinary segregation post for a period exceeding 24 consecutive months; to change "inmate" to "AIC" per statutory requirement; to remove gendered language and add person-first language; for minor grammatical or punctuation fixes; to update rule headings and committee titles; and to add clarifying language and language for consistency with other department rules.

Effective: 4/1/24

291-078 Community Case Management (Community Corrections)

- Amends rule to update definitions to align with current business terminology and with revisions to substantive provisions of these rules; to reorganize the rules to a more logical format for ease of reference and use; to add gender-specific case management practices through the use of the Women's Risk Needs Assessment; per SB 1510 (2022) to adopt new rule concerning minimum contact standards; to clarify process for counties around the use of OMS case planning tools; and to change "inmate" to "AIC" per statutory requirement.

- Effective 5/1/24



OREGON DEPARTMENT OF CORRECTIONS

COVID-19 Vaccine and Booster Dose Update – March 2024

The COVID-19 virus is still present in our institutions and communities, and vaccines continue to be the safest and most effective way to protect from COVID-19 infection. The Centers for Disease Control and Prevention (CDC) has authorized another vaccine booster series for COVID-19. Health Services will be approaching all individuals to inquire if vaccination is desired. If you do not wish to be vaccinated, or receive boosters, you can opt out.

If you have questions, contact your health care provider.



Financial Services *Informational Briefing*

AIC Debt and Obligation Information

Debt / Obligation Type	Collection Schedule	Additional Information
Court Ordered Financial Obligation (COFO)	<ul style="list-style-type: none"> Collected from eligible deposits per ORS 423.105 10% collected for COFO(s) from eligible deposits until the transitional savings trust account reaches \$500 Then, 15% collected for COFO(s) from eligible deposits until obligation(s) are satisfied 	<ul style="list-style-type: none"> The department does not have case-specific information regarding COFOs; AICs are encouraged to contact the court of record regarding their COFO details COFOs are not the same as County and US Court filing fees. Examples of COFOs are restitution, fines, fees, & child support COFOs will continue to collect during the Holiday Buying Period
<p><i>Note: Although the transitional savings trust account is considered an obligation, funds collected are owned by the AIC. Per ORS 423.105, 5% will be collected from eligible deposits and placed into the transitional savings trust account. Funds in the transitional savings trust account are <u>not</u> available until the AIC releases from ODOC custody.</i></p>		
DOC Debt	<ul style="list-style-type: none"> Collected from eligible deposits Additionally, collections shall occur the last business day of the month per OAR 291 Div. 158 if funds are available 	<ul style="list-style-type: none"> DOC debt includes but is not limited to debt incurred from various disciplinary fines, copy, and postage advances DOC debt is due upon receipt; if/when funds are not available; funds are advanced and set-up as debt Monthly, AICs may spend up to \$40 of the first \$80 deposited into general spending DOC Debt may be suspended during the Holiday Buying Period unless a new disciplinary fee is applied
County Court Deferred Filing Fee Obligation	<ul style="list-style-type: none"> Collected as funds become available Multiple collections may occur throughout the month Additionally, collections shall occur the last business day of the month 	<ul style="list-style-type: none"> County obligations refer to deferred county filing fees These obligations are incurred when an AIC elects to file with the court and the court approves a deferred filing fee County Court fees will continue to collect during the Holiday Buying Period
Initial Federal / US Court Filing Fee Obligation	<ul style="list-style-type: none"> Collected as funds become available Multiple collections may occur throughout the month Additionally, collections shall occur the last business day of the month 	<ul style="list-style-type: none"> Initial Filing fees can be collected in total and are due upon receipt These obligations are incurred when an AIC elects to file with the court and the court approves a deferred filing fee Initial Federal/US Court filing fees will continue to collect during the Holiday Buying Period
Federal / US Court Deferred Filing Fee Obligation	<ul style="list-style-type: none"> Collected around the beginning of the month 	<ul style="list-style-type: none"> General filing fee collection amount determined by the previous month's deposit(s) 20% of previous months deposits multiplied by the number of cases is deemed collectable Federal/US Court Deferred filing fees will continue to collect during the Holiday Buying Period

Note: Debt / Obligation types appear in order of collection priority. ODOC will comply with garnishment orders upon receipt.

JOIN FIRE CREW AT SFFC

OREGON DEPARTMENT OF CORRECTIONS

BREAKING NEWS

SOUTH FORK FOREST CAMP



MARCH 2024 EDITION

FUELED BY FIRE



With the spring upon us, the men at South Fork are solidifying their roles on one of 12 Fire Crews. These 14 and 16 point PRAS positions ALL turn into 17 points once you get called to a Fire. Get your daily points plus SP Merits. Come join the legacy today!

IT'S OFFICIAL

The Oregon Department of Corrections has made an official announcement that AIC's will be receiving an increase of over 233% for Special Meritorious and Transitional Savings award for Daily Fire Assignments. The award is increasing from \$3 Special Meritorious and \$3 Transitional to \$10 Special Meritorious and \$10 Transitional Savings award.

JOIN US NOW



IT'S ALMOST FIRE SEASON - TALK TO YOUR COUNSELOR

Have a fantastic Month

