



OSP Executive Management Team

February 27, 2025,

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GENERAL SERVICES



Work Orders:

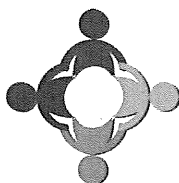
The following is the procedure when requesting plumbing work repairs in your cell housing or work location.

For your cell housing you are to notify your tier officer or Block Sergeant and give a brief explanation of your issue, staff will then submit a work order request electronically. For plumbing issues at your work location (Example) OCE, Culinary, Yard, etc. Notify your staff supervisor they will then submit a work order request electronically.

All work order requests are prioritized based on the nature of the request and current work order load. A dripping cell faucet is considered a low priority but is usually addressed within a week.

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

CORRECTIONAL REHABILITATION



Correctional Counselor Caseloads

Due to unforeseen circumstances, the Correctional Rehabilitation unit is experiencing staffing shortages that may delay communication and frequency of contact with your institution counselor. Staff are doing the best they can to prioritize emergent needs, intake appointments, and routine check-ins. Your continued patience is appreciated during this challenging time.

Also, please ensure you are directing your requests to the appropriate department. Institution Counselors **do not** process housing requests, property requests, visiting applications or NCI override applications.

If you have any questions or concerns, please send a communication to C. Lenex, CRM.

/s/ C. Lenex, Correctional Rehabilitation Mgr.

JOB ANNOUNCEMENTS

Physical Plant Electronics Shop Position



The Electronics shop is accepting applications for AIC's interested in a career as a low voltage electrician. This position will give someone an opportunity to go through an apprenticeship program, learn a trade and earn a LEB Electrical license to use and succeed when released.

The desired candidate will embody this list of personal traits and meet the following criteria.

- Self-motivated with a desire to learn new skills and perfect their Trade.
- Willingness to take and **follow directions**, constructive criticism, work well with others to accomplish tasks.
- Must be a team player who communicates well with all types of personalities.
- Reliable maintaining regular attendance with a steady behavior.
- Willing to work off hours when necessary.
- Stay Drug and Alcohol free during your time here.
- Have at least 1-year clean conduct. Have a minimum of 5 years left on sentence.
- Have High school diploma/GED and ability to pass math test.
- Ability to work in confined spaces and lift at least 75 pounds.

All applicants are required to have close to five years left on their sentence or more, must have a year of clear conduct with a level 3 NCI. Must have desire to be able to be a productive member of society when released. High school diploma or GED.

Send applications with Resume and cover letter to Palmer/ Schaeffer Physical plant Electronics shop. Good Luck!

/s/ S. Palmer, Electronics Shop

RELIGIOUS SERVICES

Restorative Justice Survivor of Harm Group

The Survivor of Harm Group is designed to bring people who have been harmed together with people

who have harmed for an open and honest discussion on creating harm, the ripple effects, what acts of accountability looks like, needs of both harmed and the responsible person, making amends, and what healing looks like through a Restorative Justice approach.

SURVIVOR

Most people who have harmed never hear about the psychological, physical, social, financial, and spiritual impact of their actions on the people they harmed. Some may not even understand how such harms have impacted themselves.

- The group consists of 13 weeks and will be facilitated by outside volunteers.
- Group is held every Monday afternoon 1:00 p.m. through 3:00 p.m. on the Chapel floor starting March 3.

There is limited space, so if you cannot make the time commitment, please do not sign up. All are welcome. If you are interested send a kite to the Chapel address R.J. Survivor's Group.

/s/ I. Witcraft, Chaplain

Find Freedom and Hope Service

UPCI is offering a renewed service starting in January on the 2nd and 4th Thursdays.

We understand the challenges of feeling locked in and locked out. These services are a time to reflect on how the Lord delivers us from what binds us and brings us into His freedom.

- Hear testimonies of transformation and hope.
 - Discover the healing, freeing power of Jesus Christ
 - Embrace the joy of living victoriously through Him.
- Come as you are and discover true freedom in Jesus Christ.

Please send a kyte to the Chapel to sing up for this service.

Volunteer Ministers Doug Lethin & Dennis Mostyn

/s/ A. Y. Perlstein, Chaplain

hope

Circle of Peace on the Inside Group (COPING)

Circles of Peace on the Inside Group (COPING) is a *Restorative Justice* approach to treatment, allowing all who have been impacted by domestic violence to collaboratively repair and prevent future destructive behavior(s) upon release.

COPING consists of 15 weekly *Circles* that bring prisoners together who want to transform their trauma.



- **The first Circle begins:** Wednesday, January 22nd from 1:00 to 3:00 pm.
- **We will meet:** Every Wednesday for the next 15 weeks, until April 30th.
- There is limited space, so if you cannot make the time commitment, please do not sign up. All are welcome. Send your kites to the Chapel.
- "Trauma untransformed becomes transferred."

/s/ A. Y. Perlstein, Chaplain

Weekly Chapel Schedule

Saturday, March 1st:

- 8:00 am LDS Services
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, March 2nd:

- 8:00 am Protestant (Spanish service)
Jehovah's Witness (Spanish service)
Urantia (1st and 3rd Sundays)
- 1:00 pm: Catholic
- 6:00 pm Lutheran (1st, 3rd, and 5th Sunday)
Agape Family Services (2nd and 4th)

Monday, March 3rd:

- 1:00 pm Catholic (Spanish service)
- 6:00 pm Pentecostal service

Tuesday, March 4th:

- 8:00 am Becoming 01 (2nd, 4th)
- 1:00 pm Orthodox Christianity (1st & 3rd Tuesday)
Art of Living (Meditate) (2nd & 4th Tuesdays)
- 6:00 pm Buddhist (1st and 3rd Tuesdays)

Wednesday, March 5th:

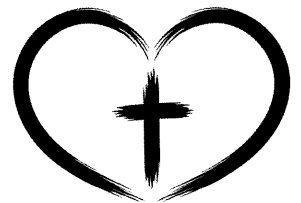
- 1:00 pm Justice issues
Native drumming
- 6:00 pm Most Excellent way chapel

Thursday, March 6th:

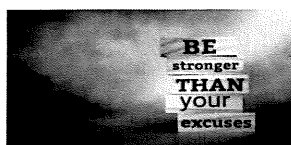
- 12:30 pm Biblical Hebrew class
- 1:00 pm TUMI
- 6:00 pm Gospel service

Friday, March 7th:

- 1:00 pm NOI Jumma Prayer
Sunni Jumma prayer
- 6:00 pm Anger and the Bible (2nd and 4th)



POINT TO PONDER



Changes to the Mail Rule

Effective 1/13/2025

MAIL QUESTIONS/CONCERNS: KYTE C. TOOMBS, LEAD WORKER—OSP MAILROOM

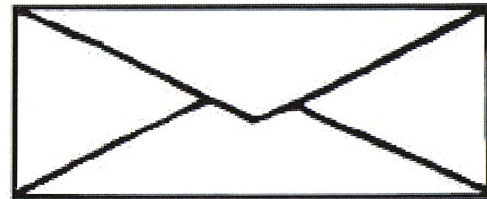
Effective January 13, 2025, the Mail Rule has been revised to address concerns regarding safety, security, and the well-being of both Adults in Custody (AICs) and staff. Mail postmarked after this date will be subject to the revised rule.

Some of the new requirements that friends and family of AICs should be aware of include:

- Incoming mail must be in pen, lead pencil, or be typewritten or photocopied.
- Incoming mail must be written on standard weight (20 pound or less) white paper. This is standard copy/print paper.
- Incoming mail must be enclosed in a commercially produced envelope using standard weight (20 pound or less) white paper that is no larger than 9" x 12".

**There are no changes to the
Legal Mail requirements**

This information is also being provided to your friends and family in the Visiting lobby, via the F&F emailed newsletter, and on the DOC Facebook page.



Examples of items that will be refused:

- Any non-white envelope
- Envelopes larger than 9" x 12"
- Envelopes that are not commercially produced
- Envelopes made of cardboard, padded, corrugated, or tear-resistant material
- Envelopes constructed of heavy weight paper (that is, greater than 20 pound) or with security screening features
- Cardstock (such as is used for greeting cards and postcards)

**Greeting cards and postcards
are not allowed.**

MAIL QUESTIONS/CONCERNS: KYTE C. TOOMBS, LEAD WORKER—OSP MAILROOM

ODOC Health Services presents:

An EHR Short-Story

ONCE UPON A TIME ...

...there was a man named Mr. T. He had some health problems, but luckily, Health Services at the Oregon Department of Corrections had a special computer system called an Electronic Health Record (EHR) to help the doctors, nurses, dentists, and BHS work together.



One day, Mr. T had a really bad toothache, so he went to see the dentist, Dr. Larkin. Dr. Larkin looked at Mr. T's electronic health record (EHR) and saw that he had a lot of cavities in the past. He made a plan to fix Mr. T's teeth and asked the rest of the healthcare team to help.



Dr. Larkin talked to Nurse Ana. Together, they noticed that Mr. T was scheduled for sick call because of headaches and feeling tired. Nurse Ana met with Mr. T and updated the EHR with this new information. She thought it was important for Dr. Patel, the main doctor, to check it out.

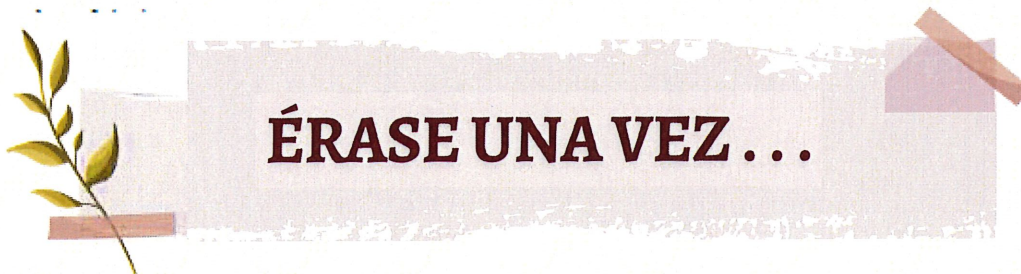
Dr. Patel read the updated EHR and thought that Mr. T's tooth problems might be causing his other symptoms. She spoke with Dr. Larkin and Nurse Ana, and they decided to do some tests to make sure everything was okay with Mr. T.



Around the same time, BHS Martin met with Mr. T because he was anxious and sad. After looking at the EHR she saw that Mr. T had been recently seen by Dental and Medical and she knew pain can affect feelings. BHS Martin helped Mr. T find ways to feel better.

Thanks to the EHR system, everyone could share information and work together. Mr. T's dental issues were treated, his headaches went away, and he felt happier. The EHR helped make sure Mr. T got the care he needed.

ODOC Servicios de Salud presenta: Una breve historia de EHR



...un hombre llamado Sr. T. Tenía algunos problemas de salud, pero, por suerte, los Servicios de Salud del Departamento Correccional de Oregon tenían un sistema informático especial llamado Historia Clínica Electrónica (EHR, por sus siglas en inglés) para ayudar a los médicos, enfermeras, dentistas y BHS a trabajar juntos.

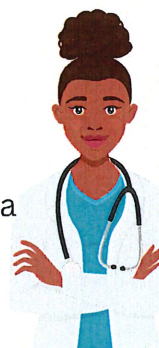


Un día, el Sr. T tuvo un fuerte dolor de muelas, así que fue a ver al dentista. El Dr. Larkin revisó la historia clínica electrónica del Sr. T y vio que había tenido muchas caries en el pasado. Elaboró un plan para arreglar los dientes del Sr. T y pidió al resto del equipo de atención médica que lo ayudaran.



El Dr. Larkin habló con la enfermera Ana. Juntos, notaron que el Sr. T tenía una cita programada por dolores de cabeza y cansancio. La enfermera Ana se reunió con el Sr. T y actualizó el EHR con esta nueva información. Pensó que era importante que el Dr. Patel, el médico principal, lo revisara.

El Dr. Patel leyó el EHR actualizado y pensó que los problemas dentales del Sr. T podrían estar causando otros de sus síntomas. Habló con el Dr. Larkin, la enfermera Ana, y decidieron hacer algunas pruebas para asegurarse de que todo estuviera bien con el Sr. T.



En ese mismo momento, la especialista de BHS Martin se reunió con el Sr. T porque estaba ansioso y triste. Después de revisar el EHR, vio que el Sr. T había sido atendido recientemente por el departamento de Odontología y Medicina, y sabía que el dolor puede afectar las emociones. La especialista de BHS Martin ayudó al Sr. T a encontrar formas de sentirse mejor.

Gracias al sistema EHR, todos pudieron compartir información y trabajar juntos. Los problemas dentales del Sr. T fueron tratados, sus dolores de cabeza desaparecieron y se sintió más feliz. El EHR contribuyó a asegurar que el Sr. T recibiera la atención que necesitaba.

- # Filing and Paying Taxes while in Prison



Do I need to file taxes while I'm in prison?

The same rules for filing a tax return that apply to you outside of prison still apply while you're in prison. You must file a tax return if your gross income* for the tax year is over the filing requirements set by law (see chart below).

For example, a tax return may be necessary if you:

- Worked part of the year and were in prison part of the year.
- Received income while in prison, such as: retirement income, investment income, or alimony payments.

Taxable income

These are examples only. For complete information, see IRS Publication 525.

- Employee compensation such as wages, salaries, commissions, fees, and tips.
- Miscellaneous compensation such as bonuses, severance pay, and sick pay.
- Business income (partnerships, S corporations, self-employed) (see IRS Publications 541 and 334).
- Unemployment benefits.
- Alimony received (see IRS Publication 504).
- Retirement income (distributions, pensions, annuities) (see IRS Publication 575).
- Investment income (interest, dividends, capital gains) (see IRS Publication 550).
- Gambling winnings.
- Some Social Security benefits (see IRS Publication 915) (Social Security isn't taxed by Oregon, but may be taxed by the IRS).
- Rental property income (see IRS Publication 527).
- Award amount received from the Department of Corrections as an adult in custody.

Filing thresholds

Step 1: Mark the check box for any of the following that pertained to you in 2024.

You were: ☐ 65 or older ☐ Blind
Your spouse was: ☐ 65 or older ☐ Blind

Step 2: File for tax year 2024 if your gross income is more than the amount shown below for your filing status.

Amounts apply to full-year residents only.

Your filing status is:	Number of boxes marked above:	And your gross income is more than:
Can be claimed on another's return	Any	\$1,300*
	0	\$7,710
	1	\$8,910
Single	2	\$10,110
	0	\$15,425
	1	\$16,425
Married filing joint	2	\$17,425
	3	\$18,425
	4	\$19,425
Married filing separate	0	\$7,710
	1	\$8,710
	2	\$9,710
Head of household	0	\$9,665
	1	\$10,865
	2	\$12,065
Qualifying surviving spouse	0	\$10,740
	1	\$11,740
	2	\$12,740

In addition, file a return if:

- You are required to file a federal return.
- You had \$1 or more of Oregon income tax withheld from your wages.

* The larger of \$1,300, or your earned income plus \$450, up to the standard deduction amount for your filing status.

Nontaxable income

These are examples only. For complete information, see IRS Publication 525.

- Veterans' benefits such as disability pay or pension pay for disabilities paid to veterans or their families; veterans' insurance proceeds and dividends; and allowances for education, training, and subsistence.
- Qualified combat pay (see IRS Publication 3).
- Governmental benefit payments from a public welfare fund.
- Child support payments received.
- Medicare benefits.

* Gross income is all income you receive in the form of money, goods, property, and services, unless that income is nontaxable.



Financial Services

Informational Briefing

Adult in Custody (AIC) 2025 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).
- DOC will only issue 1099 (MISC/INT) to AICs who meet specific IRS minimum requirements.
 - ✓ 1099 MISC issued to AICs who have received \$600 or more in PRAS.
 - ✓ 1099 INT issued to AICs who have accrued \$10 or more in interest.

**State and Federal
taxes due date:
April 15th, 2025**

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.

FS AIC Info Briefing January 2025



Mainline

Week at a Glance

	Monday 3/3/2025	Tuesday 3/4/2025	Wednesday 3/5/2025	Thursday 3/6/2025	Friday 3/7/2025	Saturday 3/8/2025	Sunday 3/9/2025
BREAKFAST							
Week 5	Oatmeal - 1.00 CP Canned Fruit - 0.50 CP Pancakes (Sod,Chl) - 3.00 EA Peanut Butter (Sta) - 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 Scrambled Eggs (Sta,Chl) - 0.33 CP Ground Beef (Sta,Chl) - 1.00 OZCKD Shredded Cheese (Sta,Chl) - 2.00 TBS Fried Potatoes - 0.75 CP 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 Hard Boiled Egg (Sta,Chl) - 2.00 EA Wheat Toast - 2.00 SLC Margarine (Sta) - 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 Poultry Sausage (Chl) - 1.00 EA French Toast (Chl) - 2.00 SLC Maple Syrup - 2.00 FLOZ Margarine (Sta) - 1.00 TBS Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Farina - 1.00 CP Canned Fruit - 0.50 CP Veggie & Cheese Scramble (Chl,Sta) - 0.75 CP 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 (Sta,Chl) - 0.33 CP Poultry Sausage (Chl) - 1.00 EA Fried Potatoes - 0.75 CP Wheat Toast - 2.00 SLC Jelly (Sug) - 2.00 TBS Margarine (Sta) - 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 (Sta,Chl) - 1.00 EA Coffee Cake (Sta,Chl) - 1.00 EA Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA
LUNCH							
Week 5	Lettuce Salad - 1.00 CP Salad Dressing (Sod) - 1.00 FLOZ Cheese Ravioli (Chl,Sta) - 8.00 EA Marinara Sauce (Sod) - 0.50 CP Peas - 0.75 CP French Bread - 1.00 SLC Garlic Margarine (Sta) - 1.00 TBS Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Tomato Soup (Sod,Chl) - 10.00 FLOZ Tuna Salad (Chl) - 0.50 CP Shredded Lettuce - 0.25 CP Blended Vegetables - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Potato Soup - 10.00 FLOZ *Chicken-Bacon-Ranch Salad (Chl,Sta) - 1.00 SV Sliced Onions - 2.00 TBS Shredded Cheese (Sta,Chl) - 2.00 TBS Ranch Dressing (Sta,Sod) - 2.00 FLOZ Carrots - 0.75 CP Breadstick - 1.00 EA Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Broccoli Cheese Soup (Sta,Sod) - 10.00 FLOZ Fried Egg Sandwich on Wheat (Chl,Sta) - 1.00 EA Green Beans - 1.00 TBS Mayonnaise - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	*Soup of the Day (Sod,Chl) - 10.00 FLOZ Turkey & Cheese Sandwich on Wheat (Sod,Chl,Sta) - 1.00 EA Shredded Lettuce - 0.25 CP Mayo & Mustard (Sod) - 2.00 TBS Cauliflower - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Nacho Meat (Chl,Sta) - 0.50 CP Refried Beans - 0.50 CP Cheese Sauce (Sta) - 2.00 FLOZ Lettuce Salad - 1.00 CP Salsa (Sod) - 0.25 CP Tortilla Chips - 2.00 OZ Zucchini - 0.75 CP Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ *Roast Pork Loin (Chl,Sta) - 3.00 OZCKD Scalloped Potatoes (Sod) - 0.75 CP Broccoli - 0.75 CP Wheat Dinner Roll - 1.00 EA Margarine (Sta) - 1.00 TBS Ice Cream Cup - 1.00 EA Fortified Drink - 8.00 FLOZ
DINNER							
Week 5	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Spicy Rice Casserole (Sod,Chl,Sta) - 1.25 CP Green Beans - 0.75 CP Wheat Bread - 2.00 SLC Margarine (Sta) - 1.00 TBS Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Philly Beef (Sod,Chl) - 3.00 OZCKD Cheese Sauce (Sta) - 2.00 FLOZ Onions & Bell Peppers - 0.50 CP Wheat Hoagie Roll - 1.00 EA Broccoli - 0.75 CP Seasoned Potatoes - 0.75 CP Ketchup - 1.00 TBS Pudding - 0.50 CP Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken Enchilada Casserole (Sod,Chl,Sta) - 1.00 SV Brown Rice - 0.75 CP Seasoned Beans - 0.75 CP Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Roast Beef, Onion & Bell Pepper Pizza (Sod,Chl,Sta) - 1.00 EA Blended Vegetables - 0.75 CP Chocolate Brownie (Sta,Chl,Sug) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing (Sod) - 1.00 FLOZ Cheeseburger (Chl,Sta) - 1.00 EA Onions & Pickles (Sod) - 0.25 CP Wheat Burger Bun (Sta,Chl) - 1.00 EA Carrots - 0.75 CP Seasoned Potatoes - 0.75 CP Ketchup (Sod) - 2.00 TBS Fruit Crisp (Sta,Sug) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken Alfredo Sauce (Chl,Sta) - 0.75 CP Spaghetti - 0.75 CP Blended Vegetables - 0.75 CP Focaccia Bread (Sod) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Creole Chicken (Chl) - 1.00 CP Brown Rice Pilaf - 0.75 CP Peas - 0.75 CP French Bread - 1.00 SLC Margarine (Sta) - 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 Sta = High Saturated Fat Chl = High Cholesterol Sug = High Sugar

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MARCH 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 E/C/D
						AM C/E
						PM A/D
						EVE A/C
2 D/E/C	3 C/D/E	4 E/C/D	5 D/E/C	6 C/D/E	7 E/C/D	8 D/E/C
AM A/D	AM C/E	AM A/D	AM C/E	AM A/D	AM C/E	AM A/D
PM C/E	PM A/D	PM C/E	PM A/D	PM C/E	PM A/D	PM C/E
EVE E	EVE D	EVE A/C	EVE E	EVE D	EVE A/C	EVE E
9 C/D/E	10 E/C/D	11 D/E/C	12 C/D/E	13 E/C/D	14 D/E/C	15 C/D/E
AM C/E	AM A/D	AM C/E	AM A/D	AM C/E	AM A/D	AM C/E
PM A/D	PM C/E	PM A/D	PM C/E	PM A/D	PM C/E	PM A/D
EVE D	EVE A/C	EVE E	EVE D	EVE A/C	EVE E	EVE D
DAYLIGHT SAVINGS				PRAS		
16 E/C/D	17 D/E/C	18 C/D/E	19 E/C/D	20 D/E/C	21 C/D/E	22 E/C/D
AM A/D	AM C/E	AM A/D	AM C/E	AM A/D	AM C/E	AM A/D
PM C/E	PM A/D	PM C/E	PM A/D	PM C/E	PM A/D	PM C/E
EVE A/C	EVE E	EVE D	EVE A/C	EVE E	EVE D	EVE A/C
	ST. PATRICKS DAY			SPRING BEGINS		
23 D/E/C	24 C/D/E	25 E/C/D	26 D/E/C	27 C/D/E	28 E/C/D	29 D/E/C
AM C/E	AM A/D	AM C/E	AM A/D	AM C/E	AM A/D	AM C/E
PM A/D	PM C/E	PM A/D	PM C/E	PM A/D	PM C/E	PM A/D
EVE E	EVE D	EVE A/C	EVE E	EVE D	EVE A/C	EVE E
30 C/D/E	31 E/C/D					
AM C/E	AM C/E					
PM A/D	PM A/D					
EVE D	EVE A/C					