

Powder River

February 21st, 2025

AIC NEWSLETTER

**Need a good
Stretch?** Page 2








Seasonal
Recruitment Fire
Crew page11

Admin clerk
position
See Page 13

**February in
History**

See page 18.



SAT Feb 15	SUN Feb 16	MON Feb 17	TUE Feb 18	WED Feb 19	THU Feb 20	FRI Feb 21
						
H: 36 L: 25	H: 38 L: 28	H: 41 L: 28	H: 41 L: 26	H: 40 L: 26	H: 41 L: 24	H: 41 L: 24
Mostly Cloudy	Snow Showers	Snow To Rain	Mostly Cloudy	Mostly Cloudy	Mostly Cloudy	Mostly Cloudy

For Level Override Requests:

Please fill out an Incentive Level Override form found in your unit with the other AIC forms.

Complete only the shaded sections.

Please provide *detailed* information.

Submit the form to: Ms. Hoopes, MPB Rm. 505



A Quote to Consider:

“People tell you the world looks a certain way. Parents tell you how to think. Schools tell you how to think. TV. Religion. And then at a certain point, if you’re lucky, you realize you can make up your own mind. Nobody sets the rules but you. You can design your own life.”
— Carrie Ann Moss

AA Group

Tuesdays from 6:00 pm
to 7:00 pm

AA Group has resumed and will be held every Tuesday. Group will be held in the Eagle Cap Room in MPB from 6:00 - 7:00pm. Please send a communication to Ms. Geddes to be added to the Call Out.

Al-Anon

Thursdays from 5:30 pm
to 6:30 pm

Al-Anon Group is held every Thursday night in the Eagle Cap Room in MPB from 5:30 – 6:30pm. Please send a communication to Ms. Geddes to be added to the Call Out.



Here are some wall stretches that can help with lower back pain:

- **Lower back press**

Press your lower back against a wall by pulling in your stomach muscles. Slowly slide down until your knees are slightly bent, then slide back up. Repeat 8 to 12 times.

Information Regarding Review Process for Incentive Level Overrides:

- Incentive level override requests are behavior based. The DOC 400 will be reviewed for comments, verbal warnings, conduct orders, daily fails, misconducts, and behavior/program fails will be reviewed. This also includes sanitation slips, staff sanctions and other forms of progressive discipline.
- Please monitor your behavior to ensure you are following ALL the rules.
THIS INCLUDES THE LITTLE RULES.
 - Please pay attention to the instructions for filling out the form. Highlighted areas are priority and need to be completed. Any missing or incomplete information will be returned TO YOU for correction.
 - All submitted forms are reviewed with the same process. This is to ensure the review process is fair and consistent.
 - Please use the most recent form. Old forms will be returned for correction.
- Incentive Level Override requests are a privilege, not an absolute. Your behavior during the review process will be considered.

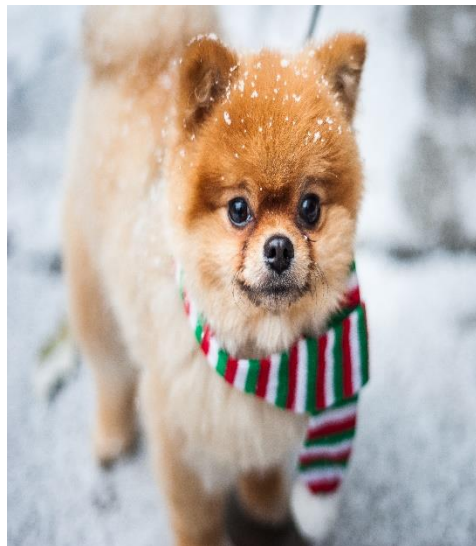


Do Good Club Meeting Minutes

February 6th 2025

Executives Board Council:

President: Moncada, Orlando ([Present](#))
Vice President: Williams, Stephen ([Present](#))
Secretary: O'Quinn, Jessey ([Present](#))
Treasure: Hunsberger, James ([Present](#))
Sergeant of Arms: Ekblad, Eric ([Present](#))



Club Members:

- *Wilson, Raymond*
- *Vargas, Adan* ([Present](#))
- *Fonseca, Phillip* ([Present](#))
- *Lara-Alvarez, Kevin* ([Present](#))

Charter review:

- Heard from prospective members, each member was given the chance to speak
- Voted in Leamaster, Prevo, McCullom
- Movies on Unit 2
- Incentive Movie will be Transformers One and will play February 14th & 15th
- Discussed club members Responsibilities

Feeds/Fundraisers:

- 1) Pizza Hut
- 2) Moncada, Vargas, Lara-Alvarez, Williams (Servers)
- 3) Hunsberger (Names)
- 4) O'Quinn (Sauces)
- 5) Fonseca (Greeting)

Round Table

- Pastry Info
- Canteen Sheet's

Budget for 2021

- \$5,330.58

- 1) Next Meeting Date: 3/6/2025

PRAS POINTS INFORMATION

- The updated PRAS points list has been posted in the units.
- As part of the PRAS Revision work, PRCF completed the transition to the new work assignment naming structure and points levels. This change includes eligibility for work performance reviews and PRAS step increases at set intervals for most assignments. The intervals are of a minimum of 90-days.
- Due to all the new changes, if you were already assigned to a work position in 2024, the 90-day count will not be retroactive. In this case, it will start from 1/1/25, meaning that the first 90-day point will be at 4/1/25.
- It is important to note that AICs are responsible for tracking their own time in assignment at each step.
- PRAS step increases are not automatic nor retroactive; they are discretionary based on time in assignment and performance.
- More information on the PRAS steps will be posted in the newsletter prior to April.
- Please note that the PRAS points listed in some of the position descriptions are outdated. Please disregard that information and follow the PRAS points list posted in the units. IWP is working on removing the outdated PRAS info from the position description in the meantime.

PRAS Revisions FAQ

What's Happening with PRAS Changes?

In 2014, a petition was made to change the PRAS (Performance Recognition Award System) so that awards adjust with cost-of-living changes. The petition had good ideas but was too complicated to handle quickly. So, the Department created a group to look at these ideas and other concerns from people in custody and their families. These included points assigned for work and programming, as well as improving the work history letter you receive at release.

Good News:

The Department's Executive Team approved changes based on this group's recommendations. These changes will fix some problems with the PRAS rules and make it more consistent. The goal is to improve the system without taking away benefits.

There have been delays because of limited resources, developing new systems, and COVID-19. But work has been going on, and progress has been made. In January 2024, the PRAS system was updated with new tiers and a 25% increase in awards.

What's Changing Now?

By August 2024, new names for work assignments have been set up to show the point levels clearly. This will make it easier to compare positions across different facilities. The process of updating current work assignments to these new names started in mid-February and should be done by December 2024.

What Does This Mean for You?

- Most work assignments will just have a new name, but some may see changes in point levels.
- If your point level changes, the department will keep your current level as long as you stay in the same position.
- If you transfer or leave because of discipline, you'll get the new point level system.
- If you leave for court or medical reasons, your position may be held open. If you don't return in time, you'll start with the new point levels when you get back.

Most people will keep their current point level or get an increase. A catalog of positions and point levels will be available by the end of the year. Thanks for your patience as we make these improvements.

of
for

VICTIM SERVICES PROGRAMS

RESPONSIBILITY LETTER BANK



The Responsibility Letter Bank is a structured letter writing process that provides adults in custody (AIC) with the opportunity to demonstrate responsibility for their crimes and express remorse for the harm they may have caused.

The program provides crime victims/survivors with the choice to receive information in a safe manner.

- ◆ AIC's may initiate the process by applying to participate in the program
- ◆ Crime victims/survivors may inquire with Victim Services to find if they have a letter available for them
- ◆ Victims are not contacted about the availability of a letter if they have not registered with the Bank through Victim Services
- ◆ Victims decide whether or not they wish to receive a responsibility letter and whether or not the AIC is informed that the victim received or read the letter
- ◆ Participation does not constitute permission for the AIC to make additional contact
- ◆ Victims may choose to respond to a responsibility letter through the program, however, further correspondence requires the approval to participate in the FDP
- ◆ Letters will be reviewed by the Victim Services Program for appropriateness
- ◆ Accepted AIC letters will be deposited in the Responsibility Letter Bank maintained by Victim Services
- ◆ Letters are voluntary and will not affect an AICs good time, release date, or post-prison conditions

To request additional information about the Responsibility Letter Bank, please contact Victim Services at:

**DOC Headquarters
Victim Services- Responsibility Letter Bank
3723 Fairview Industrial Drive SE Suite 200
Salem, OR 97302-4975**



ARE YOU INTERESTED IN PARTICIPATING ON AIC COUNCIL

The purpose and function of the Adult in Custody (AIC) Council is to provide a forum for the exchange of ideas and information between the AIC population and DOC staff at Powder River Correctional Facility (PRCF). The goal for the AIC Council is to normalize the correctional setting by meeting as a group, on a regular and ongoing basis, to promote communication between AIC's and DOC representatives. This transparent flow of communication will provide an opportunity for issues/ideas to be brought forward and discussed in a respectful systematic manner finding solutions by all parties involved. AIC Council meetings are held the last Thursday of each month, or as called by any Council Staff Representative.

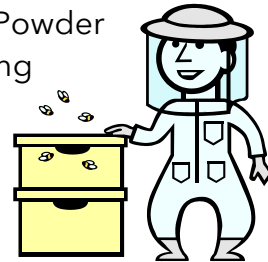
AICs interested in participating shall submit a short letter of interest detailing their intent and what they hope to gain as a member of the Council. Please include any prior group or Council involvement.

Submit your letter of interest along with an AIC Communication to: Officer Brinton or Ms. Hoopes.

Thank you!

What's all the buzz about?

Honeybees are responsible for approximately 80% of all fruit, vegetable and seed crops in the U.S. Beekeepers have recently been experiencing unexplained colony collapse, a complete disappearance of bees from a hive. As part of the ODOC's sustainability project, Powder River is offering an apprenticeship level beekeeping program. The beekeeping yearlong course that is a combination of class room and hands maintaining of honey bee hives. Upon completion of the program you will be certified through the Washington Master Program and would be eligible to continue the journeyman and through the Oregon State University (OSU) after release.



River is offering an apprenticeship program will be a on learning and apprenticeship Beekeeping master levels

Minimum Requirements: one year left before release date or entering treatment; **must be outside cleared**; must have GED or enrolled to obtain GED; incentive 3 level preferably; **NO known bee allergies**.

Cost: **\$20.00 for workbook**. CD28 Instructions:

- a. Purpose: Bee Keeping Class
- b. Payable to: PRCF Art #2480

Classes start in March, 2025

If classes conflict with your work assignment, you must arrange with Work Supervisor to attend classes.



Please keep in mind that this will be an educational course and will not be counted as work, you will receive PRAS points at the level of any other education program.

To enroll please send a communication and complete a CD28 to Ms. Pimentel by 28 February, 202

EHR

UPDATE

TO: ALL ADULTS IN CUSTODY
FROM: HEALTH SERVICES
RE: Electronic Health Records (EHR) Project

It might be cold outside, but things are heating up for the EHR project!

Over the past few months, many people from Health Services have been testing a practice version of the EHR system to see how it will work. Also, more testing is scheduled soon!

This is important because the people testing it are the doctors, nurses, dentists, BHS, and other health workers who will use the EHR to take care of your health. Testing helps to make sure the EHR works right before we start using it every day. Health Services will continue to keep you updated about the EHR Project! If you have questions about the EHR, send a kyte addressed to: **ASK EHR**

PLEASE REMEMBER, for now, you still access health care, dental, and BHS how you always have in your institution.





If You have served in the Military and have an Honorable, General under Honorable, Medical or Mental Health Discharge

And are interested in obtaining information on Veteran Specific Resources available to you on release

To include:

Registration in the VA Health Care System

Substance Abuse and Mental Health Treatment Program Access

Veteran-specific Shelter and Housing Program Resources – GPD, SSVF, HUD/VASH

General Information on; -

- SSI, VA SC Comp., and NSC Pension Benefit filing and reinstatement info

VA Regional Office, State VA, County Veteran Services, VSO/VBO access

Employment Resources, both VA and Community Based

VA & Community-Based Resources list in the Community of Your Release If you meet these criteria, are releasing in the next 12 months, and are interested in these types of services, please contact:

Ms. Luschen – MPB 518 via AIC communication

SEASONAL RECRUITMENT

Adults in Custody

Fire Team



Do you need a job skill? Would you like to work in the forest? Do you want to be trained to fight wildland fires? Then you need to apply to be a part of the DOC's Adults in Custody Fire Team.

To qualify for this exciting opportunity, you:

- Must be a Classification Level 1 Unfenced.
- Your projected **release date or start date of eligibility window for treatment program** should be after **10/01/25**.
- AICs in treatment program **CANNOT** participate in the fire crew at this time.
- You must be medically approved to work in the forest. You must be reasonably fit to perform the duties of the assignment with no asthma or heart conditions.
- You must be approved by your counselor (**Do not request authorization from your counselor. Please submit application directly to Ms. Pimentel**)
- AICs in general population will have priority
- There are limited training spots.

You will be automatically disqualified if you:

- Have been convicted of a sexual offense, including attempts
- Have been designated "predatory" in any State
- Have been convicted of Arson or attempt

Working as a wild land firefighter is long, hard, strenuous work. The hours can be 10-16 hours a day in inclement weather over uneven terrain, requiring climbing, bending, stooping, digging, and lifting up to 50 pounds repetitively. Pre-qualified candidates must pass the Pack Test (walk 3 miles with 45lbs pack in 45 minutes). If you are selected, you will be trained in wild land firefighting and possibly in chainsaw training. In addition, your training may include various natural resource topics, First Aid and CPR Certification, and Food Handlers card.

The benefits are priceless – you would be working outdoors in a natural setting as part of a team assisting the Oregon Department of Forestry in maintaining healthy forests and protecting them from wild land fires. You will receive a certificate of program completion and upon release you will have a job skill in the wildland fire fighting field.

Firefighters earn the following:

- PRAS of **14-17 points per day** (Camp Support 14 and Fire Suppression 17), **plus**
- Meritorious award of **\$12.50 per day** on fire (camp or suppression), **plus**
- Reentry Savings account of **\$12.50 per day** per fire (camp or suppression)

If you believe you meet the above criteria and would like to be considered for this work opportunity, please send a complete application form to

Ms. Pimentel, IWP Coordinator.



Legal & Library Services

Thin Client and Thumb Drive Notice

Thumb Drives:

In accordance with OAR 291-139-0190 (2)(a), Legal and Library services, “may make removable media devices available for inmate use for saving and storing legal documents created using word processing equipment in the facility law library.” Please note that access to thumb drives is a privilege.

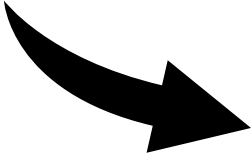
Allowable Documents:

In accordance with OAR 291-139-0190(2)(c), only legal documents are allowed to be stored on the legal thumb drive that is assigned to you. Per OAR 291-139-0110 the following are considered legal documents:

- Pleadings (i.e., complaint, petition, or response)
- Legal motions and memoranda
- Affidavits
- Court orders and Judgments
- Necessary papers submitted to a court in connection with a legal action.
- Necessary papers submitted to a paroling authority in connection with official actions and proceedings of such authorities.

General Print and Thumb Drive Information:

- It is possible for thumb drives to be corrupted. To help prevent this, please ensure that you properly eject your thumb drive every time.
- ODOC is not responsible for corrupted files.
- A cursory review is required for all documents that are copied and printed (See OAR 291-139-0170(1)(c)).
- Printed documents must contain your name and SID to verify that the documents belong to you and are legal in nature (See OAR 291-139-0110(2)).
- We may not have the forms that you need – you may need to make your own form.
- Correspondence (letters) with legal counsel is not considered a legal document (See OAR 291-139-0110(10)).
- Thumb drives are subject to cursory review (See OAR 291-139-0190 (2) (c)).



Admin Clerk

Admin is seeking a Clerk to aid in computer work, filing, and activities committee related tasks. Requirements to qualify to apply include:

MUST HAVE:

1. 8 months until treatment eligibility or release date
2. No Program failures
3. Clear Conduct for the past 6 months
4. GED
5. Strong work ethic, ability to follow instructions, and work independently.
6. **MUST HAVE working knowledge of Microsoft Office – Word and Excel**
7. Previous experience preferred.

Interested in the position please fully complete the CD1523 Work Application Form and send to Ms. Pimentel – IWP Coordinator.

The position open until filled by qualified.

NOTICE!!!

**New Nintendo Switch order forms and game forms are out!
Please do not use older forms as they will not be accepted.**

From the Administrative Rules Program:

Below is the list of status changes made to DOC administrative rules since 10/28/2024.

PROPOSED RULES:

291-180 Interstate Compact

- Amends rule to align with state statute (ORS 144.600) regarding Oregon's participation in the Interstate Compact for Adult Offender Supervision (ICAOS); clarify Purpose statement by adding reference to the enabling legislation establishing Oregon's participation in the ICAOS; make changes for consistency throughout these rules and change "offender" to "adult on supervision" to align with department philosophy; adopt definitions for these rules; reorganize for clarity; make non-substantive edits (such as, capitalization); update Extradition Services mailing address, and update statutory authority.
- Last day of comment period: 1/13/25 at 12:00 PM



ELECTRONIC HEALTH RECORDS (EHR)

*Coming
Spring
2025*

THE FOLLOWING ARE 5 EXAMPLES HOW THE EHR WILL HELP YOU AND YOUR HEALTHCARE PROVIDERS IN YOUR HEALTHCARE JOURNEY

01

EMERGENCIES

- THE EHR WILL HELP ALL YOUR HEALTHCARE PROVIDERS GET IMPORTANT INFORMATION ABOUT YOUR HEALTH QUICKLY IN THE EVENT OF AN EMERGENCY



02

HEALTH RECORDS REQUESTS

- ONCE ALL PAPER MEDICAL CHARTS ARE SCANNED, HEALTH RECORDS REQUESTS WILL TAKE LESS TIME TO FULFILL BECAUSE THE CHARTS WILL ALL BE DIGITAL
- MANY OUTSIDE PROVIDERS CAN RECEIVE AND SEND PATIENT HEALTH RECORDS THROUGH THE EHR SAVING THE EXTRA TIME IT TAKES TO MAIL OR FAX THE RECORDS



03

BARCODE MEDICATION ADMINISTRATION

- BARCODE SCANNERS WILL BE USED TO SCAN YOUR ID CARD AT MEDLINE WHICH PULLS UP YOUR MEDICATION RECORD IN THE EHR



04

CHART ACCURACY

- ELECTRONIC CHART OPENED BY SID NUMBER OR BY SCANNING PATIENT ID CARD



05

OUT OF FACILITY SCHEDULING

- EHR IMPROVES COORDINATION AND SCHEDULING OF OUTSIDE APPOINTMENTS
- NEW WORKFLOW AND PROCESSES WILL MAKE IT LESS LIKELY THAT OUTSIDE APPOINTMENTS ARE MISSED



*Do you have EHR
questions?*

**SEND A KYTE ADDRESSED TO:
*ASK EHR***

PRCF Do Good Club

Article I Club Name

PRCF Do Good Club

Article II Mission Statement

The purpose of the PRCF Do Good Club is to unite the Adults in Custody (AIC) at PRCF in promoting pro-social behavior. The goal of the club is to improve the quality of life for those inside and outside PRCF through charitable donations and social events. These social events will promote humanization, normalization, and pro-social behavior.

Note: This Club is not designated for personal gain or benefit, but for the benefit of the *PRCF Community as a whole*. Any participant in the Club is expected to adhere to this core belief or will be held accountable in accordance with PRCF policies.

Article III Membership

- a. The PRCF Do Good Club may have a maximum of 12 members. Exceptions may be approved by the program committee.
- b. AIC's cannot be a member of more than three clubs at one time.
- c. No person shall be denied the opportunity to participate in club meetings and/or activities on the basis of race, color, religion, national origin, age, or handicap.
- d. All club members must be Incentive Level 3 or higher and be at PRCF for at least 60 days.
- e. To become an active member of the Do-Good Club an AIC must notify the club via a communication request to Ms. Bronnenberg. Upon receipt of request, the AIC will be vetted as an AIC Incentive Level 3, as well review of their conduct history by staff. *If accepted*, the AIC will be placed on the next available call out as a prospect member until voted in by the Club, provided the club is not full. If the club is at maximum membership occupancy, then they shall be placed on the club's waiting list until space is available.
- f. AICs who join the club after the inaugural meeting will be considered an active member after they have attended one meeting or event.
- g. To remain an active member, members must not miss two consecutive meetings and maintain Incentive Level 3 or higher. Failure to meet the minimum requirements will result in removal from membership. AICs who have been removed from club membership may apply for re-admittance after 90 days from the time of removal.
- h. The Functional Unit Manager or designee may deny, revoke, or suspend individual or group activities for AIC conduct that is disruptive to group activities or institutional operations.

Proceeds from this and other fundraisers are used for things like Video Game Controllers and Games in the MPB, Popcorn for Incentive Movies, Suicide Walk and Family Day contributions, and a soda and candy included in a holiday gift bag at the end of the year for all of the AICs. Proceeds are also donated with Club approval to local community outreach programs. You are welcome to share your feedback with any Club Member. Please keep in mind, there are *limitations* to what this Club can address which is generally for AIC fundraising through feeds. Any changes to the function of PRCF *must* be submitted to the AIC Council. The list of AIC Council members is posted in the units.

PRCF AIC COUNCIL



PRCF AIC Council

Date: 1/30/2025

Staff: Mr. Hite, Ms. Cockram, Mr. Fulton, Ms. Hoopes, Ms. Geddes, ISM Clark, Mrs. B

AIC Council Members:

K. Lara Unit 1W
N. Olivera Unit 1E
J. O'Quinn Unit 3
B. Shine Unit 3
A. Phillips Unit 2
D. Tessier Unit
R. Hutchinson Unit 2W

Agenda:

1. Approval of Minutes
2. Old Business
3. Submitted Proposals (Updates)
4. New Proposals
5. AIC Council Group Meetings (Needs, Suggestions, Concerns)
6. Next Meeting: Thursday, February 27, 2025
7. Round Table

1) Approval Of Minutes:

- Previous Minutes Approved

2) Old Business:

- Discussed Multi-Cultural Group. Still working on details. Moving forward. Need more details added to this group, before completion.
- Discussed C.R.M. position. Still working on details. Need to create flow chart of members and mentors. Also, need to determine pras point situation. EMT has proposal.
- Salt and pepper packs have been denied, based on the Nutrition group for O.D.O.C.
- Unit 1w soap dispenser installed. 1w shower partitions denied, as per P.R.E.A. guidelines.
- Working on details pertaining to **Inter-unit** competitions.

- Still “brainstorming” ideas regarding additional Family Day(s).
- AIC of the month incentive, needs details finalized for approval. Ie, voting process, staff and kitchen involvement.
- Waiting for proposal to be approved regarding soda’s purchased in machine, allowed to be brought to chow hall, as well as the unit.

3) Submitted Proposal Updates:
working on creating various new proposals.

4) Newly Submitted Proposals: 0

5) AIC Council Group Meetings:

- No issues with Saturday meetings. Time is being utilized appropriately and will continue as is.

6) Next Meeting

- February 27th, 2025

7) Round Table

- Still need proposal for BINGO, or something similar.
- Soccer Nets/Goals – The purchase of new soccer nets & goals has been discussed with the Recreation Lieutenant. Mr. Fulton also informed us that there are possible parts for such located in the Bus Barn. Council will put together an official proposal taking this information into consideration.
- With the new release procedure in place beginning July 1, 2024 for AIP participants, it has been brought to our attention that programming units Council representatives need to be brought into AIC Council at an earlier date than they are currently. Discussion will take place with NDN staff to address this need and come up with new selection criteria.

Meeting Adjourned: 1:55pm





FEBRUARY IN HISTORY

February 22nd

1956 - In Montgomery, Alabama, 80 participants in the three-month-old bus boycott voluntarily gave themselves up for arrest after an ultimatum from white city leaders. Martin Luther King and Rosa Parks were among those arrested. Later in 1956, the U.S. Supreme Court mandated desegregation of the buses.

February 23rd

1942 - During World War II, the first attack on the U.S. mainland occurred as a Japanese submarine shelled an oil refinery near Santa Barbara, California, causing minor damage.

February 24th

1582 - Pope Gregory XIII corrected mistakes on the Julian calendar by dropping 10 days and directing that the day after October 4, 1582 would be October 15th. The Gregorian, or New Style calendar, was then adopted by Catholic countries, followed gradually by Protestant and other nations.

February 25th

Millicent Fenwick (1910-1992) was born in New York City. She championed liberal causes, serving as a member of the U.N. General Assembly and as a U.S. Congresswoman.

February 26th

1848 - The *Communist Manifesto* pamphlet was published by two young socialists, Karl Marx and Friedrich Engels. It advocated the abolition of all private property and a system in which workers own all means of production, land, factories and machinery.

February 27th

1991 - In Desert Storm, the 100-hour ground war ended as Allied troops entered Kuwait just four days after launching their offensive against Saddam Hussein's Iraqi forces.

February 28th

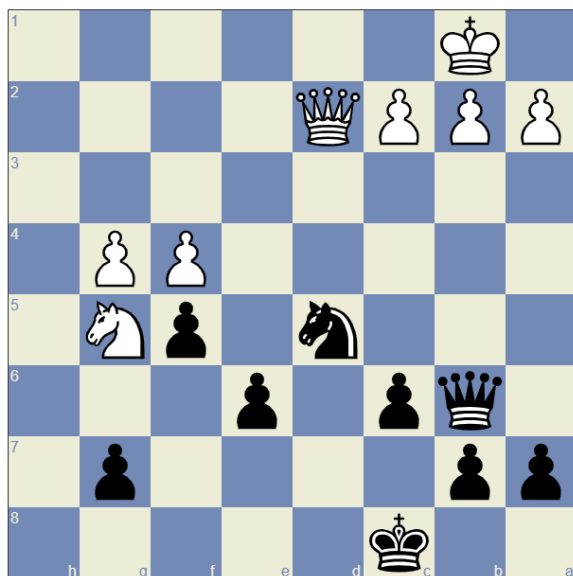
1844 - During a demonstration of naval fire power, one of the guns aboard the USS *Princeton* exploded, killing several top U.S. government officials on the steamer ship, and narrowly missed killing President John Tyler.

En Passant- weekly chess puzzle

Difficulty: Intermediate

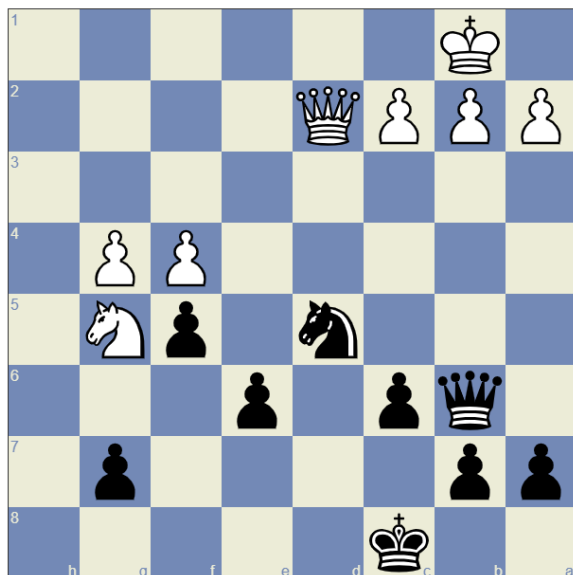
Black to move

Puzzle 830677: Black to checkmate



Last puzzle's solution

Puzzle 830677: Black to checkmate



Nc3+, Qxc3 2. Qg1+ Qe1 3. Qxe1#

Physical Plant Tool-Room Clerk

Physical Plant is seeking a Tool-Room Clerk to aid in inventorying tools, keeping track of work orders, supply closet inventory, tag-out process, filing, and computer related skills/tasks.

Requirements to qualify to apply include:

MUST HAVE:

- 8 months until treatment eligibility or release date
- No Program failures
- Clear Conduct for the past 6 months
- GED
- Strong work ethic, ability to follow instructions, and work independently.
- MUST HAVE working knowledge of computers and able to identify tools and their use.
- Previous experience preferred.

Interested in the position please fully complete the CD1523 Work Application Form and send to Ms. Pimentel – IWP Coordinator. The position open until filled by qualified candidate.



PHYSICAL PLANT WORK ASSIGNMENT OPPORTUNITIES

Physical Plant is accepting applications for general services. If you are interested, please submit a complete application. You must have proven trade skills listed below. If you have submitted a previous application, you may submit an updated application.

To Qualify:

Clear Conduct – DOC staff will review your overall behavior while in DOC Custody.

Desired Experience:

- Drywall
- Framing
- Experience with woodworking tools
- Carpenter
- HVAC
- General Construction Skills
- Painter
- **PLEASE** complete the **CD1523 Work Application Form** and send to **MS. PIMENTEL ASAP**

IWP Position

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 FORM TO MS. PIMENTEL**



February 2025

SUN	MON	TUE	WED	THU	FRI	SAT
26	27 Turn in CD-28s for tickets by 9pm	28	29	30	31 Coffee, Photo & Activity Tickets Delivery A&O CLASS	1
2	3 Turn in CD-28s for tickets by 9pm	4	5	6 PRAS Payday	7 Coffee, Photo & Activity Tickets A&O CLASS	8
9	10 Turn in CD-28s for tickets by 9pm	11	12	13 Coffee, Photo & Activity Tickets Delivery	14 A&O CLASS	15
16	17 Presidents Day Turn in CD-28s for tickets by 9pm ADMIN CLOSED	18	19	20	21 Coffee, Photo & Activity Tickets Delivery A&O Class	22
23	24 Turn in CD-28s for tickets by 9pm	25	26	27	28 Coffee, Photo & Activity Tickets Delivery A&O Class	1

Contact Mentor Corner

Responsible

Have you ever thought about what it means to be “responsible”? The definition of being responsible includes being “*morally accountable for one’s behavior*” and “*being the primary cause of something and so able to be blamed or credited for it.*” When we are morally accountable for our behavior, we take ownership of our decisions—good or bad; as well as ownership for the outcomes of those decisions—good or bad. How would your life look if you prioritized personal responsibility? What would you change first? What would you take credit for? Would being responsible free you from the opinions and judgements of yourself and others? How would ownership and responsibility change your emotions, actions and behaviors; thus, help you to be more mindful? What are the ripple effects of being responsible? Who in your life would benefit from this shift in mindset? Challenge yourself to be more mindful and implement responsibility in your daily life. If you face obstacles, talk to a friend or support person to identify how you can overcome the issue, move forward and reach your full potential. Remember, being responsible takes daily effort and the desire to improve...one day at a time.

Weekly Quote:

Mindfulness gives you time. Time gives you choices. Choices, skillfully made, lead to freedom. Bhante Henepola Gunaratana

Suggested Reading:

The Little Book of Mindfulness by Dr. Patrizia Collard

PRCF Contact Mentor Program Contact Information:

Ms. Hoopes, Correctional Counselor, oversees the Contact Mentor Program at PRCF. She works with the PRCF Contact Mentor team consisting of Sgt. Crawford, Officer Brinton, Lt. Brazofsky and Officer Erickson to build the Contact Mentor program and improve communication between staff and AICs. If you have questions regarding the Contact Mentor Program or the Oregon Way, please feel free to send an AIC Communication to Ms. Hoopes-Multi Purpose Building Rm. 505.



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 subject to they send tax forms in through the mail. All incoming mail is 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,

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

*AICs may submit an AIC Communication form to
Business Services (electronic communication option*



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
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 not available until the AIC releases from ODOC custody.		
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 <i>elects</i> 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 <i>elects</i> 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
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Due to hoarding of clothes and R&D having a need to keep a proper inventory, AICs who are found with excess clothing can receive an automatic 8-24 Hour Conduct Order. Please do not go through the clothing binds but wait for clothing exchange day Monday (GP) 7am, Tuesday (Programmers) 7am, Thursday (Programmers) 7am, Friday (GP) 7am.

AIC Handbook **J. Personal Hygiene/Dress Code**

18. Facility/State property you are authorized to have in your possession.
 - a. 2 pair of blue jean pants
 - b. 3 pair under shorts
 - c. 3 pair regular socks
 - d. 2 full sets of thermal underwear (seasonal)
 - e. 1 Heavy jacket
 - f. 1 stocking cap (beanie)
 - g. 2 padlocks for top bunks (drawer and mud locker)
 - h. 3 padlocks for bottom bunks (drawers and mud locker)
 - i. 3 T-shirts
 - j. 2 sweatshirts
 - k. 1 chambray shirt (general population)
 - l. 2 chambray shirts (Alternative Incarceration Program-AIP, if sweatshirt is returned)
 - m. 2 towels
 - n. 1 pair red shorts (return if blue shorts are purchased)
 - o. 1 pair state sneakers (return if personals purchased)
 - p. 1 pair work/snow boots (if job required)
 - q. 2 pair boot socks (if job required)



AIC Newsletter Article – 2022

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

Get Life Right

10 WEEK COURSE

CLASSES BEGIN:

TUESDAY, MARCH 25, 2025

1:00 PM – 2:30 PM

EAGLE CAP ROOM IN MULTI PURPOSE BUILDING



Please join this 10-week class to help you craft a better life on the inside that will follow you to the outside!

This staff facilitated class will be 1.5-hours long. You will be given a book that is yours to keep, have assigned homework and the opportunity to participate in group discussions. Upon successful completion of this course you will receive a certificate. **You will earn 1 PRAS point per class.**

You must have at least 10 weeks left before releasing. If you choose to enroll, consistent attendance, feedback and respectful communication are keys to a successful course experience.

If you have questions OR wish to enroll in the course, please send an AIC Communication to Ms. Hoopes, MPB Rm. 505.

APPLICATIONS ARE DUE TO MS. HOOPES BY MARCH 10, 2025—NO EXCEPTIONS