



**OSP Executive Management Team**

**April 3, 2025,**

**Page 1**

## **JOB ANNOUNCEMENTS**

### **Physical Plant HVAC Apprenticeship position**

The HVAC shop is accepting applications for AIC's interested in a career as a HVAC mechanic. This position will give someone an opportunity to go through an apprenticeship program, learn a trade and earn a LEB Electrical license.

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 6 years left on sentence.
- Have High school diploma/GED and ability to pass math test.
- Ability to work in confined spaces, from heights and in extreme temperatures.
- Must be able lift at least 75 pounds.

All applicants are required to have more than six years left on their sentence, 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 required. Send applications with Resume and cover letter to Willette - Physical plant HVAC shop.

/s/ P. Willette, Facilities Energy Tech, Physical Plant

### **Visiting Room Orderly**

**Qualifications:** Applicants must have a basic understanding of janitorial equipment and be familiar with the proper use of cleaning chemicals. Applicants also need to be misconduct free for at least 1 year, be NCI Level 2 or 3 and be on privilege visiting status.

### **Duties And Responsibilities:**

Selected applicant will be charged with maintaining a clean, safe, and sanitary area for AIC's and their visitors, which will include, but not limited to wiping down tables and chairs, cleaning visitor restrooms, taking out trash and vacuuming.

The selected applicant must be able to work well with AIC's, their visitors, and staff from all lifestyles. We will also ask that you be reliable, self-motivated and willingness to take criticism and direction.

If you are interested in this position, please send a completed application to Andrea Fugate, IWP Coordinator on the Group Living Floor.

/s/ A. Fugate, IWP Coordinator on the Group Living Floor

## **RELIGIOUS SERVICES**

### **Read music? Play piano?**

You're our person!



We need someone who can play the piano and read music. Are you that fellow? This is a volunteer position for Sunday afternoons in the Chapel. We meet in the Chapel between 12:30 and 3:15 pm on Sunday afternoons. The Catholics have various songs throughout Mass as well as singing a hymn before and after service.

If you feel the call to give us some assistance, you do not have to be a Catholic to fill this position. Please join us to try out. We look forward to meeting you.

/s/ C. Kyle, Volunteer

### **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.

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 2<sup>nd</sup> and 4<sup>th</sup> 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 kite to the Chapel to sing up for this service.

Volunteer Ministers Doug Lethin & Dennis Mostyn

/s/ A. Y. Perlstein, Chaplain

### **\*\*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 22<sup>nd</sup> from 1:00 to 3:00 pm.
- **We will meet:** Every Wednesday for the next 15 weeks, until April 30<sup>th</sup>.
- 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, April 5<sup>th</sup>:**

- 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 (2<sup>nd</sup> and 4<sup>th</sup> Saturdays)

### **Sunday, April 6<sup>th</sup>:**

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

### **Monday, April 7<sup>th</sup>:**

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

### **Tuesday, April 8<sup>th</sup>:**

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

### **Wednesday, April 9<sup>th</sup>:**

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

### **Thursday, April 10<sup>th</sup>:**

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

### **Friday, April 11<sup>th</sup>:**

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

## **POINT TO PONDER**



# Summer Night Yard Procedures 2025

Summer evening yard will begin on March 30, 2025 with C/E Blocks, **This will be a Sunday night.** The following procedures will be in effect for the duration:

1. AIC's whose block has summer evening yard may go to yard at the 4:30 p.m. optional yard line or after their block is released for the evening meal. They may eat and then go directly to the yard. (**This does not apply to NCI Level 1's on the weekends**)
2. NCI Level 3 AIC's will be allowed to attend summer night yard, in their chow rotation. There will not be a special line movement from the housing units. They will enter the yard through the turnstile either directly from the housing unit when released for chow, or after completing their meal.
3. Any AIC's who returns to his housing unit from the dining room will not be permitted to go to the yard.
4. No turnouts will be run from the recreation yard. The only exception will be AIC's on education turnouts. These AIC's will be called off of the yard by the yard sergeant and they will exit the yard through Gate 3 and pass through the security gate. Once released from the yard, they will immediately go to their callout destination.
5. AIC'S leaving the porch area of the dining room for the recreation yard will go to the yard and will not be permitted to loiter by the yard fence.
6. AIC's who shower in the Clothing Room at 7:00 p.m. will be permitted to go to the yard after their shower; or go directly to the yard from work. AIC's that return to their housing unit after showering may not be allowed to go to the yard.
7. A pill line is run after yard comes in, if yard comes in before 8:00p.m. During long yard periods (lasting until **after** 8:00 p.m.) an optional cell line will be called at 7:30p.m. AIC's needing medication would come in with the optional cell line and **will** be allowed to return to the yard.
8. Showers on the yard will start at 6:00p.m. and will stop 45 minutes before yard is recalled.
9. Ice and/or beverages cannot be taken off the yard. The OIC has latitude to make adjustments regarding ice during extreme weather.
10. Yard recall will be determined by the Officer-in-Charge.
11. When the yard is recalled, all AIC's will leave promptly and in an orderly manner. Equipment is called approximately 15 minutes prior to yard recall. Take this time to say your goodbyes on the telephone, to gather items and prepare to leave.
12. The Recreation Building, with the exception of the Card Room, will not be open during the evening yard regardless of the weather conditions. The Card Room will open at the conclusion of the evening meal.
13. During softball season, players and officials will normally be afforded 20 minutes to shower at the conclusion of a game. If the evening meal is running quickly, players may be called to dinner before being given time to shower. They will then be required to leave the yard **unless** it is their housing unit's normal night for evening yard.
14. NCI Level 1 AIC's will not be authorized to attend the evening weekend yard (Saturday and Sunday).

Captain B. Gaither  
Group Living Captain, OSP

# ATTENTION: NEW MAIL RULE UPDATE

*On March 26, 2025, Chief of Security, Mr. Brian Stephen, sent this message to all Mailroom Staff:*

The mail rule was recently changed in an effort to mitigate known methods of contraband introduction via mail. One of the changes is here:

## **Incoming Mail**

### **(4) Authorized Envelopes:**

- (a) Except for mail that is addressed and received directly from the Corrections Ombudsman, a government entity, an approved vendor, publisher, treatment facility, health care provider, or is properly marked as “legal” or “official” mail, 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”.
- (b) Examples of envelopes that will not be accepted include, but are not limited to, the following:
  - (A) Any non-white envelope.
  - (B) Envelopes larger than 9” by 12” (except as provided in subsection (4)(a) of this rule).
  - (C) Envelopes that are not commercially produced.
  - (D) Envelopes made of cardboard, padded, corrugated, or tear-resistant material.
  - (E) Envelopes constructed of heavy weight paper (that is, greater than 20 pound) or **with security screening features**.

An unintended consequence of this rule change has been discovered:

***It was not, and is not, the intention of the ODOC to prevent AICs from receiving banking, other financial, or stock information.*** Some of this information is important for AICs to receive to allow them to file tax information correctly. Envelopes from businesses who deal with this information are predominantly “security” envelopes. It is a policy decision to allow these envelopes, coming from financial institutions into the facilities. These are not “legal mail” or “official mail” so can still be searched as normal, but this mail should be allowed in the facility despite the coloring or security features on the envelope. If there are other violations or concerns, they can be addressed individually and dealt with accordingly.

Acting LIO/PIO, Sandra Curtiss



Mainline

Week at a Glance

	Monday 4/7/2025	Tuesday 4/8/2025	Wednesday 4/9/2025	Thursday 4/10/2025	Friday 4/11/2025	Saturday 4/12/2025	Sunday 4/13/2025
<b>BREAKFAST</b>							
<b>Week 5</b>	Oatmeal - 1.00 CP Canned Fruit - 0.50 CP Pancakes (Sod,Chl) - 3.00 EA Peanut Butter (Sfa) - 3.00 TBS Maple Syrup - 2.00 FLOZ Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Dry Cereal - 1.00 CP Fresh Fruit - 1.00 EA Scrambled Eggs (Sfa,Chl) - 0.33 CP Ground Beef (Sfa,Chl) - 1.00 OZCKD Shredded Cheese (Sfa,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 (Sfa,Chl) - 2.00 EA Wheat Toast - 2.00 SLC Margarine (Sfa) - 1.00 TBS Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Dry Cereal - 1.00 CP Fresh Fruit - 1.00 EA Poultry Sausage (Chl) - 1.00 EA French Toast (Chl) - 2.00 FLOZ Maple Syrup - 2.00 FLOZ Margarine (Sfa) - 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,Sfa) - 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 (Sfa,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 (Sfa) - 1.00 TBS Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Oatmeal - 1.00 CP Fresh Fruit - 1.00 EA Hard Boiled Egg (Sfa,Chl) - 1.00 EA Coffee Cake (Sfa,Chl) - 1.00 EA Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA
<b>LUNCH</b>							
<b>Week 5</b>	Lettuce Salad - 1.00 CP Salad Dressing (Sod) - 1.00 FLOZ Cheese Ravioli (Chl,Sfa) - 8.00 EA Marinara Sauce (Sod) - 0.50 CP Peas - 0.75 CP French Bread - 1.00 SLC Garlic Margarine (Sfa) - 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 Wheat Hoagie Roll - 1.00 EA Blended Vegetables - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Drink - 8.00 FLOZ	Potato Soup - 10.00 FLOZ *Chicken-Bacon-Ranch Salad (Chl,Sfa) - 1.00 SV Sliced Onions - 2.00 TBS Shredded Cheese (Sfa,Chl) - 2.00 TBS Ranch Dressing (Sfa,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 (Sfa,Sod) - 10.00 FLOZ Fried Egg Sandwich on Wheat (Chl,Sfa) - 1.00 EA Mayonnaise - 1.00 TBS Green Beans - 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,Sfa) - 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,Sfa) - 0.50 CP Refried Beans - 0.50 CP Cheese Sauce (Sfa) - 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,Sfa) - 3.00 OZCKD Scalloped Potatoes (Sod) - 0.75 CP Broccoli - 0.75 CP Wheat Dinner Roll - 1.00 EA Margarine (Sfa) - 1.00 TBS Ice Cream Cup - 1.00 EA Fortified Drink - 8.00 FLOZ
<b>DINNER</b>							
<b>Week 5</b>	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Spicy Rice Casserole (Sod,Chl,Sfa) - 1.25 CP Green Beans - 0.75 CP Wheat Bread - 2.00 SLC Margarine (Sfa) - 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 (Sfa) - 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,Sfa) - 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,Sfa) - 1.00 EA Blended Vegetables - 0.75 CP Chocolate Brownie (Sfa,Chl,Sug) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing (Sod) - 1.00 FLOZ Cheeseburger (Chl,Sfa) - 1.00 EA Onions & Pickles (Sod) - 0.25 CP Wheat Burger Bun (Sfa,Chl) - 1.00 EA Carrots - 0.75 CP Ketchup (Sod) - 2.00 TBS Fruit Crisp (Sfa,Sug) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken Alfredo Sauce (Chl,Sfa) - 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 (Sfa) - 1.00 TBS Fresh Fruit - 1.00 EA Tea - 8.00 FLOZ

Menu subject to change without notice. Meat-Alternative-Trays available at lunch & dinner only.  
\*Contains or may contain pork.

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

© Powered By: Culinary Suite

# APRIL 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30-MAR	31-MAR	1	2	3	4	5
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
EVENING YARD BEGINS		APRIL FOOLS DAY				
6	7	8	9	10	11	12
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
				PRAS		PASSOVER BEGINS
13	14	15	16	17	18	19
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
20	21	22	23	24	25	26
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
EASTER		EARTH DAY		HOLOCAUST REM. DAY		
27	28	29	30	1-MAY	2-MAY	3-MAY
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE

MORNING YARD - 7:45AM TO 9:45AM  
 AFTERNOON YARD - 1:00PM TO 3:30PM  
 EVENING YARD 4:30P.M TO SUNSET