



OSP Executive Management Team

May 22, 2025,

Page 1

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

GROUP LIVING

C-Block Fill Up:

Do you currently live in Delta or Echo Block? Do you want a quieter living environment and slightly bigger cells? Group Living is trying to fill up Charlie Block. If you are NCI Level 2 or 3 and have job and would like to move to Charlie Block, please submit a move request to Group Living.

/s/ D. Oberfoell, Group Living Corporal

VACANCY

Barber Shop Closure

The Barbershop will be closed from Friday May 30, through Sunday June 8. We will resume normal operations Monday June 9. If you have an upcoming, parole date, court appearance or special visit please plan accordingly as there will be no haircut services available.

Thank you and sorry for any inconveniences this may cause.

/s/ D. Oberfoell, Group Living Corporal

COUNSELING SERVICES

PROGRAM OPPORTUNITY

Free Your Mind Core (FYM-CORE):

The curriculum incorporates the latest research on neuroscience of criminal behavior. Participants learn about the basic brain structures involved in interpreting and responding to environmental stimuli and explore how to use this knowledge to establish new neural pathways and behavioral patterns. The curriculum introduces an innovative (and streamlined) approach to structured skill building. Rather than learning different steps for each social skill, the same four general steps are used to facilitate meaningful repetition of self-control strategies and social skills.

- FYM consists of 55 sessions for a total of 110 total hours.
- Classes are held 4 days a week for 2 hours a day (Tuesday – Friday from 12:00 p.m. to 3:00 p.m.)
- Start date in June on the Education Floor
- Eligibility: An ACRS of .15 - .70 and a projected release date after October 2025

If you are interested, please send a communication to your Correctional Counselor or Ms. Lenex on the CSF.

/s/ C. Lenex, Correctional Rehabilitation Mgr.

MISCELLANEOUS

AIC Yard Phones:

Facilities team is upgrading all Yard Phones. The 30 phones near mini golf will remain up and functioning for the whole project. The 10 phones at the turn-style will be temporarily down. They are going to be moved and renovated with new wire for this project. Facilities has been informed that A- Block, Stage, and Barn phones will remain available.

/s/ S. Boren, Electrician Facilities

JOB ANNOUNCEMENTS

OSP Physical Plant-Paint Shop

The Paint Shop in the Physical Plant at OSP has an opening for a laborer position. This position will consist of masking, laying down paint tarps, paint clean up, (cleaning rollers and brushes and paint buckets). Also, the ability to use a roller and a paint brush or sprayer would be a plus. But willing to train the right candidate. Looking for someone with at least one-year clean conduct. Has been here at OSP for at least as year and has at least a year left before release date. To apply please send resume and cover letter to C. Hegeman at Physical Plant Paint shop. (Summertime outdoor projects are a priority. fences, outside doors inside institution building numbers and buildings.) those are some of the things to look forward to. As well as work orders.

/s/ C. Hegeman, Physical Plant Painter

OCE Work Opportunity: Print Shop Printing Press & Prepress Operator.

The **OCE Print Shop** is recruiting to fill open positions for qualified **Printing Press & Prepress Operators**. Applicants must be able to adhere to a high standard of quality in a fast-paced environment while meeting deadlines. The OCE Print Shop is located at OSCI in Salem. This position awards 10 -16 PRAS points, with the opportunity to earn a matching Team Goal Award.

Printing Press Operators

Preference will be given to Press Operators with prior knowledge and time spent operating printing presses. Practical experience with knowledge or exposure to XMF, Prinect, Fiery etc. Exposure to working with Variable Data is a plus as well.

Job duties include the ability to learn how to run various types of presses, learn and follow process flow and ability to apply it, and keep presses and press area clean.

Prepress Operators

Preference will be given to Prepress Operators with prior knowledge and time spent operating Prepress software and equipment. Practical experience with knowledge or exposure to Adobe InDesign, Illustrator and Photoshop, XMF, Prinect, Fiery etc. Exposure to working with Variable Data is a plus as well. Please list previous experience as a Pressman or Pre-Press Operator in a production environment, listing previous employers and software.

Applicants must meet the following qualifications:

- Must have a valid social security number or equivalent.
- Have at least 6 months' time incarcerated with clear conduct.
- Have NO program failures in the past 6 months.
- Must have a release date after June 2030.
- Cannot be in any programs/activities which would conflict with the assigned shift.
- Must have ability to lift 40 lbs.
- Be willing to sign a 24-month retention agreement – anyone leaving the assignment either by termination or resignation before serving the full retention period will be returned to the sending institution and receive a program failure.

All applicants will need to pass a DOC/OCE security screening and OCE interview before being considered for the position.

Submittal Process:

If you are interested in applying, please complete a DOC Inmate Work Application referencing OCE Print Shop programing specialist as the position, and a cover letter describing you and your experience. Submit paperwork to your counselor or the OCE General Manager at your institution to forward to Jerry James at OCE Print Shop at OSCI.

/s/ C. Dorigan, PPS Generalist

RELIGIOUS SERVICES

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

Weekly Chapel Schedule

Saturday, May 24th:

- 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, May 25th:

- 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, May 26th:

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

Tuesday, May 27th:

- 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, May 28th:

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

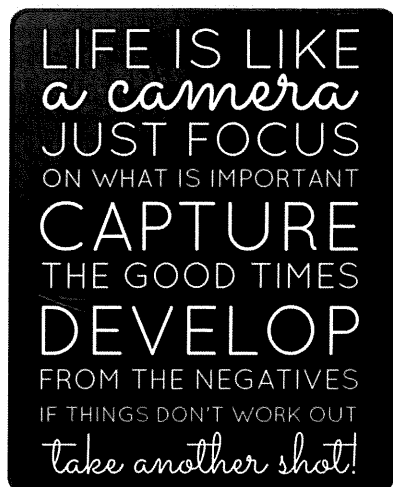
Thursday, May 29th:

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

Friday, May 30th:

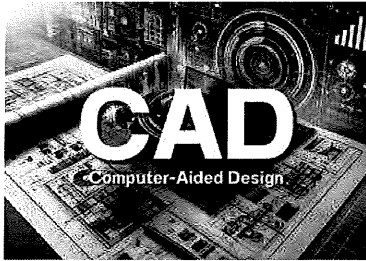
- 1:00 pm NOI Jumma Prayer
Sunni Jumma prayer
- 6:00 pm Anger and the Bible (2nd and 4th)

POINT TO PONDER





Oregon Corrections Enterprises – CAD Department



In the OCE CAD shop, we turn ideas into reality—guiding projects from concept to completion. During quoting, we create 3D models and bills of materials (BOMs) to help clients visualize designs and provide accurate cost estimates.

Using tools like Autodesk Inventor, AutoCAD, 3ds Max, and Adobe software, we produce precise models, technical drawings, and realistic renderings that aid client decision-making. Based on client feedback, we refine designs to meet expectations before producing final shop drawings and production packets.



Vault



AutoCAD



Inventor



3ds Max



Adobe
Acrobat



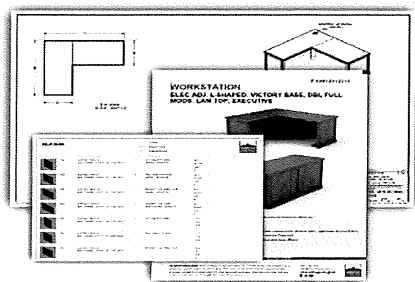
Adobe
Photoshop



Excel



Word



Each packet undergoes a thorough review to ensure accuracy and manufacturability before being handed off to the metal or furniture shop for production.



Beyond drafting, we work closely with other shops to boost efficiency, minimize errors, and streamline cross-department collaboration—helping the entire organization operate smarter and faster.

Join the OCE CAD Team - Design. Draft. Build your future.

The OCE CAD Department is seeking motivated AICs to support real-world projects through drafting, cost estimating, and design services for OCE's manufacturing and sales operations. This is a unique opportunity to work in a professional, team-oriented environment, using modern, industry-standard software to produce high-quality work. You'll gain valuable skills that are in demand across multiple industries.

Preferred Experience:

- Experience with CAD software (AutoCAD/Inventor)
- Background in manufacturing or construction
- Strong collaboration and problem-solving skills

Minimum Requirements:

- At least 1 year free of major disciplinary action
- Proficiency with Microsoft Office (Word, Excel)

How to Apply: Submit an application with a cover letter to **N. Hankland – OCE CAD Department**



Financial Services

Informational Briefing

Adult in Custody (AIC) Trust Accounts

General Spending Account	<ul style="list-style-type: none"> • Primary spending account for AICs • Eligible deposits are received into this account <ul style="list-style-type: none"> ◦ <i>Examples: Deposits received from friends/family, and PRAS</i> • AICs use the Request for Withdrawal of Funds form (CD28) to facilitate financial transactions from the General Spending Trust Account • Funds in this account are not protected from debt/obligation collection or garnishment
Protected Spending Reserve Account	<ul style="list-style-type: none"> • This is a spending account established for AICs who receive protected money <ul style="list-style-type: none"> ◦ <i>Examples: disability benefits for veterans, moneys received from Native American or tribal government, railroad retirement benefits, OCE Prison Industry Enhancement (PIE) Awards</i> • AICs use the green Request for Withdrawal of Funds from Protected Reserve form (CD28P) to facilitate financial transactions from the Protected Reserve Trust Account • Funds in the Protected Reserve Trust Account are protected from debt/obligation collection or garnishment
Transitional Savings Account	<ul style="list-style-type: none"> • Established per SB844/ORS 423.105 as a means for AICs to save funds for release from ODOC custody • 5% of each eligible deposit is received into the AICs Transitional Savings Trust Account until the account reaches \$500 • AICs may elect to transfer funds into this account by submitting a transfer request form (CD1832, <i>available electronically and in paper</i>) up to \$500 • AICs may continue a 5% deduction of their eligible deposits beyond \$500 if court-ordered financial obligations (COFOs) are satisfied • Funds in the Transitional Savings Trust Account are protected from debt/obligation collection or garnishment, but this is not the same thing as the Protected Spending Reserve Account
General Savings Account	<ul style="list-style-type: none"> • Established as a means for AICs to save funds outside of the Transitional Savings Trust Account • AICs may elect to transfer funds into the General Savings Trust Account by submitting a transfer request form (CF1832, <i>available electronically and in paper</i>) • Funds in this account are not available until the AIC releases from ODOC custody; an exception may be granted by the CFO or designee per OAR 291 Div. 158 • Funds in the General Savings Trust Account are not protected from debt/obligation collection or garnishment
Obligated Reserve Accounts	<ul style="list-style-type: none"> • Medical, Optical, Dental, Trip, Education, Religious, and Programming are accounts AICs use when there is a need to reserve funds for a good or service that meets specific criteria • AICs may receive deposits directly to one of these accounts from an external source • AICs must be approved to place funds into an Obligated Reserve Account • Funds in Obligated Reserve Accounts are deemed spent and therefore are not subject to debt/obligation collection or garnishment

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.state.or.us.



Oregon DOC

Mainline

Week at a Glance

	Monday 5/26/2025	Tuesday 5/27/2025	Wednesday 5/28/2025	Thursday 5/29/2025	Friday 5/30/2025	Saturday 5/31/2025	Sunday 6/1/2025
BREAKFAST							
Week 2	Oatmeal - 1.00 CP Canned Fruit - 0.50 CP Fried Egg (Sta,Chl) - 1.00 EA Cheese Slice (Sta,Chl) - 1.00 SLC English Muffin - 1.00 EA Fried Potatoes - 0.75 CP Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Dry Cereal - 1.00 CP Fresh Fruit - 1.00 EA Veggie & Cheese Scramble (Chl,Sfa) - 0.75 CP 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	Farina - 1.00 CP Canned Fruit - 0.50 CP Sausage Gravy (Chl) - 0.75 CP Biscuit (Sta,Sod) - 1.00 EA Fried Potatoes - 0.75 CP Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Dry Cereal - 1.00 CP Fresh Fruit - 1.00 EA Waffles (Sod) - 2.00 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	Oatmeal - 1.00 CP Canned Fruit - 0.50 CP Scrambled Eggs (Sta,Chl) - 0.50 CP Shredded Cheese (Sta,Chl) - 2.00 TBS Scone (Sta,Sod,Chl) - 1.00 EA Jelly (Sug) - 2.00 TBS Margarine (Sta) - 1.00 TBS 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 *Pork Bacon (Sta,Sod,Chl) - 3.00 SLC 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	Multigrain Hot Cereal - 1.00 CP Fresh Fruit - 1.00 EA Yogurt (Sug) - 0.75 CP Breakfast Pastry (Sta,Chl,Sug) - 1.00 EA Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA
LUNCH							
Week 2	MEMORIAL DAY Lettuce Salad - 1.00 CP Salad Dressing (Sod)-1.00 FLOZ Beef Patty (Chl,Sfa) - 2.00 EA Sliced Cheese (Sta) - 1.00 SLC Hamburger Bun (Sta,Chl)-1 EA Onions, Pickles, Ketchup -2 TBS EA Mayonnaise & Mustard - 1 TBS EA Hot Vegetable - 0.75 CP Potato Salad - 0.75 CP Berry Shortcake - 1 Serving Fortified Fruit Drink - 8.00 FLOZ	Minstone Soup - 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 Fortified Drink - 8.00 FLOZ	Corn Chowder (Sod) - 10.00 FLOZ *Grilled Ham & Cheese Sandwich on Wheat (Sod,Chl,Sfa) - 1.00 EA Peas - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Bean Soup - 10.00 FLOZ *Grilled Ham & Cheese Sandwich on Wheat (Sod,Chl,Sfa) - 1.00 EA Peas - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Texas Slaw - 0.75 CP Chili Mac (Chl,Sfa) - 1.25 CP Shredded Cheese (Sta,Chl) - 2.00 TBS Sliced Onions - 2.00 TBS Broccoli - 0.75 CP Cornbread (Sod,Chl) - 1.00 EA Margarine (Sta) - 1.00 TBS Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	*Soup of the Day (Sod,Chl) - 10.00 FLOZ Chicken 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 Fortified Drink - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing (Sod) - 1.00 FLOZ Roast Turkey (Chl) - 3.00 OZCKD Poultry Gravy - 2.00 FLOZ Mashed Potatoes - 0.75 CP Green Beans - 0.75 CP Wheat Bread - 2.00 SLC Margarine (Sta) - 1.00 TBS Chocolate Cupcake (Chl) - 1.00 EA Fortified Drink - 8.00 FLOZ
DINNER							
Week 2	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken & Rice Casserole (Chl) - 1.25 CP Carrots - 0.75 CP Wheat Bread - 2.00 SLC Margarine (Sta) - 1.00 TBS Gelatin & Whip Topping (Sta) - 0.50 CP Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Sloppy Joe (Sod,Chl,Sfa) - 0.75 CP Wheat Burger Bun (Sta,Chl) - 1.00 EA Carrots - 0.75 CP Seasoned Potatoes - 0.75 CP Ketchup - 1.00 TBS Fruit Bar (Sta,Sod,Chl,Sug) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Meat Loaf (Chl,Sfa) - 1.00 EA Baked Potato - 1.00 EA Sour Cream (Sta,Chl) - 2.00 TBS Green Beans - 0.75 CP Wheat Bread (Sod) - 4.00 SLC Margarine (Sta) - 1.00 TBS Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Cheese Pizza (Sod,Chl,Sfa) - 1.00 EA 1.00 EA Blended Vegetables - 0.75 CP Choice Dessert (Sta,Chl,Sug) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken Quesadilla (Sod,Chl,Sfa) - 2.00 EA Salsa (Sod) - 0.25 CP Sour Cream (Sta,Chl) - 2.00 TBS Spanish Rice - 0.75 CP Corn - 0.75 CP Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Beef 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 Meat Sauce (1 CP) (Chl,Sfa) - 1.00 CP Spaghetti (Sod) - 1.00 CP Cauliflower - 0.75 CP French Bread - 1.00 SLC Garlic 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 Sfa = High Saturated Fat Chl = High Cholesterol Sug = High Sugar

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OREGON STATE PENITENTIARY
SALEM, OREGON

MAY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
APRIL 27th	APRIL 28th	APRIL 29th	APRIL 30th	1	2	3
AM C/E	AM A/D	AM MAINLINE SHOWERS	AM A/D	AM C/E	AM MAINLINE SHOWERS	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 C/E	EVE A/D	EVE C/E	EVE A/D	EVE C/E	EVE A/D	EVE C/E
4	5	6	7	8	9	10
AM A/D	AM C/E	AM MAINLINE SHOWERS	AM C/E	AM A/D	AM MAINLINE SHOWERS	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/D	EVE C/E	EVE A/D	EVE C/E	EVE A/D	EVE C/E	EVE A/D
11	12	13	14	15	16	17
AM C/E	AM A/D	AM MAINLINE SHOWERS	AM A/D	AM C/E	AM MAINLINE SHOWERS	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 C/E	EVE A/D	EVE C/E	EVE A/D	EVE C/E	EVE A/D	EVE C/E
Mothers Day	Full Moon					
18	19	20	21	22	23	24
AM A/D	AM C/E	AM MAINLINE SHOWERS	AM C/E	AM A/D	AM MAINLINE SHOWERS	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/D	EVE C/E	EVE A/D	EVE C/E	EVE A/D	EVE C/E	EVE A/D
25	26	27	28	29	30	31
AM C/E	AM A/D	AM MAINLINE SHOWERS	AM A/D	AM C/E	AM MAINLINE SHOWERS	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 C/E	EVE A/D	EVE C/E	EVE A/D	EVE C/E	EVE A/D	EVE C/E
Memorial Day						

A.M. - MORNING YARD (7:45 A.M - 9:45 A.M.)

P.M. - AFTERNOON YARD (1:00 P.M. - 3:30 P.M.)

EVE - EVENING YARD (4:30 P.M. - SUNSET)

NO LEVEL 1 NIGHT YARD ON SATURDAYS AND SUNDAYS