



OSP Executive Management Team

September 18, 2025

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## GROUP LIVING

### AIC Bags/Backpacks

Notice from Group Living. Effective August 25<sup>th</sup>, 2025.

AICs are only allowed to have in their possession, or in their cell, bags that are authorized either from fund raiser purchase or issued by ODOC. All other bags will be confiscated as contraband.

Any bags that have been altered from their original state, belts added as straps, pockets added, are not allowed. Large mesh laundry bags are not to be in AIC possession. These items will be returned to laundry.

/s/ CPL. B. Gaither, Group Living

### Winter Yard, AIC Clothing Changes

With the switch to the winter yard schedule effective September 29<sup>th</sup>, clothing will also change. Shorts are allowed to be worn to the yard during the yard line, while on the yard, an AIC can wear shorts from the rec yard to the pill line but must return to the yard. If the AIC returns to their housing unit, they will forfeit their yard time.

Pants/jeans must be worn at all areas, including but not limited to, visiting, callouts, program areas, job assignments, AIC dining room.

Thermal tops (long johns) can only be worn as an undershirt, must be covered by long sleeves. Tank tops and sleeveless shirts are not allowed as an outer garment. T-shirts must have sleeves.

Sweatpants may be worn if authorized by the Group Living Captain, you must possess a signed authorization memo. AICs in possession of sweatpants without proper authorization will have them confiscated as contraband.

/s/ B. Gaither, Group Living Captain

## CORRECTIONAL REHABILITATION

### Visiting:

Afternoon visiting will be closed on November 20<sup>th</sup>.

### Visiting Applications – Denials

Per Visiting Services, if an application was submitted and denied due to ineligibility, a CD 1594

Administrative Review must be submitted for reconsideration based on a change in circumstances. You can no longer simply resubmit the application once the individual becomes eligible.

/s/ C. Lenex, Correctional Rehabilitation Manager

## HEALTH SERVICES

### Flu and COVID Vaccine Clinics

*It is that time again. Beginning in October we'll be offering influenza (flu) and COVID vaccines to everyone. You will be approached by Health Services and asked if you would like a vaccine. We encourage you to say yes.*

*Both flu and COVID are highly contagious viruses that can lead to serious health issues. They spread through respiratory droplets and can be passed on even before symptoms appear. Vaccines work by making the body's immune system stronger and helping it to recognize and fight viruses. Vaccines reduce the risk of getting sick, and if you do get sick the symptoms are likely to be much milder and shorter in duration. Getting vaccinated helps to not spread flu or COVID to others.*

*The side effects of vaccines are usually mild, such as tiredness or a sore arm that generally last a day or two. Receiving a yearly vaccine is important, as protection wanes and viruses change over the course of a year, and so newer vaccines are needed to fight them. Getting vaccinated does not give you the illness, the vaccines use inactivated virus components to train your immune system safely. You can receive both flu and COVID vaccines at the same visit, but they will be given in two separate injections. Getting vaccinated is the single most effective way to avoid becoming sick from flu and COVID viruses.*

*If you have questions regarding vaccines, you are welcome to ask your health care provider.*

/s/ K. Ross, Medical Service Manager

**KOP Medline-**

As of September 1, 2025 we will be bringing back the morning in-cell med line or KOP (keep on person) med line. The KOP carts will be on the control floor outside of the fishbowl Monday through Friday during the morning meal and the noon meal. We will do call outs for either 6:15am or 11:15am. The call outs for the KOP line are a notification that you have medication. If you don't make it to your call out time, please feel free to stop by during the other time. For both KOP med lines, you will need to stop on your way to chow. If you wait until after chow to stop by you run the risk that med line will be done for that time slot. KOP med line is over when all the blocks have been called to go to chow.

/s/ K. Wright, Nurse Manager

**Electronic Health Record (EHR)**

As we move forward with the new electronic health record system (EHR) there will be some changes happening. EHR go live day will be 11/3/25. One change already completed was the clinic names from HS clinic # to HSC #.

Change # 2, will be removing med line call outs for AM line and noon line. We will keep the HS pill line call outs since this line does not run with a meal. We will also keep the special needs line so that they can be called out first. The reason for this change is because Fusion can not support that many encounters. We will start deleting the call outs next week towards the end of the week.

The first 2 weeks of go live, Health Service will be running on modified status. We need to modify our plan and then we will send out.

/s/ K. Ross, Medical Service Manager

## RELIGIOUS SERVICES

**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 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, September 20<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, September 21<sup>st</sup>:**

8:00 am	Protestant (Spanish service) Jehovah's Witness (Spanish service)
1:00 pm:	Catholic Urantia (1 <sup>st</sup> and 3 <sup>rd</sup> Sundays)
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, September 22<sup>nd</sup>:**

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

**Tuesday, September 23<sup>rd</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, September 24<sup>th</sup>:**

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

**Thursday, September 25<sup>th</sup>:**

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

**Friday, September 26<sup>th</sup>:**

1:00 pm	NOI Jumma Prayer Sunni Jumma prayer
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## POINT TO PONDER





## YOU ARE INVITED TO THE ANNUAL

### OSP CAREER AND RESOURCE FAIR – SEPTEMBER 26<sup>TH</sup>

9am – 3pm

Oregon State Penitentiary (OSP)

Activities Floor

**worksource | OREGON**

Inmate Work Programs, in partnership with the 7<sup>th</sup> Step Club, Opportunity Oregon, Transitional Services, Oregon Corrections Enterprises, and WorkSource Oregon, invite you to join us for our annual Second Chance Career and Resource Fair. Our joint mission is to *“Partner with vibrant, mission focused organizations to deliver coveted employees to employers and positive ambassadors back to families and communities.”*

#### Please join us for an event hosting:

- Over 25 hiring organizations and resource providers,
- 250 vetted and prepared AICs,
- The Staff and AIC Leadership working to ensure **this** is the last time here.

This event represents a desired cultural change toward recognition of the investment into AICs by the AIC, partnering AICs, and **YOU**, our valued staff! With your partnership we will showcase to the outside hiring managers our qualified AICs and set the stage for success in the future.

The purpose of the morning session (10:00am-11:00am) is to create a comfortable environment for folks who's first prison experience may be that day. We want them to feel welcome through our very 'normal' interpersonal interactions between AIC and Staff demonstrating that **we are all on the same team**. Team means AICs, OSP Staff, and outside partners working with:

- Shared mission,
- Equal voices,
- Sharing their work, unique perspectives, and responsibilities, to
- *Jointly* create solutions.

The afternoon will see two sessions (11:15am-12:45pm and 1:05pm – 2:35pm) of 125 AICs each engaging with the prospective employers with resumes in hand. Most AICs will be nervous meeting folks from outside and your familiar face could be the difference in giving them the courage to shine.

I believe we all share in the desire to create a safer, more enriched community and rewarding experience for those beyond the wall. Thank you for the time and commitment you devote in support of this very strenuous, but worthy, joint mission of positive life change for our AICs.

**We hope to see you there!**



# Financial Services

## *Informational Briefing*

### *Processing AIC Financial Transactions Group Activity Events & Request For Withdrawal of Funds (CD28s/CD28Ps)*

*This briefing is intended to provide Adults in Custody (AICs) & Department staff with a general overview of what to expect when withdrawal requests are submitted for processing.*

#### **Plan Ahead**

CD28s/CD28Ps must be submitted for processing two weeks prior to an event per DOC Policy 30.1.6, AIC Revenue Generating Activities and Programs. This ensures appropriate levels of service and time to process the CD28s/CD28Ps and collect funds prior to an event.

Per OAR 291-145, Group Activities, AICs with insufficient funds will not be allowed to take part in a group activity that has a cost associated with participation.

#### **Business Services does not hold CD28/CD28Ps.**

CD28s/CD28Ps are processed upon receipt by the Business Office. If the workload is high, processing will typically occur within five business days of receipt.

If a CD28/CD28P needs to be processed on or after a specific date, AICs and facilitating staff should submit their requests accordingly.

#### **Responsible Financial Management**

When an AIC provides their signature and submits a CD28/CD28P for processing, the AIC is consenting to the withdrawal of funds from their trust account at the time of submission.

The AIC is responsible for tracking and confirming the availability of sufficient funds in their trust account. This includes accounting for any outstanding or pending financial transactions, including, but not limited to, communications transfers, commissary orders, and check requests.

Failure to account for sufficient available funds and/or pending transactions may result in CD28s/CD28Ps being returned due to insufficient funds.

**\*\*\*IMPORTANT\*\*\***

***AIC Trust Account information is protected information and should only be accessed by authorized Financial Services staff with access to the Department's AIC Banking System.***

#### **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](mailto:dldoctrustinfo@doc.state.or.us).*

*FS AIC Info Briefing Aug 2025*



Oregon DOC

Mainline

Week at a Glance

	Monday 9/22/2025	Tuesday 9/23/2025	Wednesday 9/24/2025	Thursday 9/25/2025	Friday 9/26/2025	Saturday 9/27/2025	Sunday 9/28/2025
	<b>BREAKFAST</b>						
Week 4	Fried Egg (Sfa,Chl) - 1.00 EA Cheese Slice (Sfa,Chl) - 1.00 SLC Oatmeal - 1.00 CP Canned Fruit - 0.50 CP English Muffin - 1.00 EA Fried Potatoes - 0.75 CP Jelly (Sug) - 2.00 TBS Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Veggie & Cheese Scramble (Chl,Sfa) - 0.75 CP Dry Cereal - 1.00 CP Fresh Fruit - 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	Farina - 1.00 CP Canned Fruit - 0.50 CP Sausage Gravy (Chl) - 0.75 CP Biscuit (Sfa,Sod) - 1.00 EA Fried Potatoes - 0.75 CP Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Waffles (Sod) - 2.00 EA Dry Cereal - 1.00 CP Fresh Fruit - 1.00 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	Scrambled Eggs (Sfa,Chl) - 0.50 CP Oatmeal - 1.00 CP Canned Fruit - 0.50 CP Scone (Sfa,Sod,Chl) - 1.00 EA Jelly (Sug) - 2.00 TBS Margarine (Sfa) - 1.00 TBS 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 *Pork Bacon (Sfa,Sod,Chl) - 3.00 SLC 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	Multigrain Hot Cereal - 1.00 CP Fresh Fruit - 1.00 EA Yogurt (Sug) - 0.75 CP Breakfast Pastry (Sfa,Chl,Sug) - 1.00 EA Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA
	<b>LUNCH</b>						
Week 4	*Barbeque Pork (Sod,Chl,Sfa) - 0.50 CP Coleslaw (Sod) - 0.75 CP Wheat Hoagie Roll - 1.00 EA Green Beans - 0.75 CP Seasoned Potatoes - 0.75 CP Ketchup - 1.00 TBS Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	*Soup of the Day (Sod,Chl) - 10.00 FLOZ *Roast Beef & Cheese Sandwich on Wheat (Sod,Chl,Sfa) - 1.00 EA *Sliced Onions - 2.00 TBS Shredded Lettuce - 0.25 CP Mayo & Mustard (Sod) - 2.00 TBS Peas - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA *Fortified Drink - 8.00 FLOZ	Minestrone Soup - 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 Salsa (Sod) - 0.25 CP Salad Dressing (Sfa,Sod) - 2.00 FLOZ Spanish Rice - 0.75 CP Tortilla Chips - 2.00 OZ Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Taco Salad with Meat (Chl,Sfa) - 1.00 SV Seasoned Beans - 0.75 CP Shredded Cheese (Sfa,Chl) - 2.00 TBS Salsa (Sod) - 0.25 CP Salad Dressing (Sfa,Sod) - 2.00 FLOZ Spanish Rice - 0.75 CP Tortilla Chips - 2.00 OZ Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Hot Dog (Sod,Chl) - 2.00 EA Wheat Hoagie Roll - 1.00 EA EAColeslaw (Sod) - 0.75 CP Ketchup - 1.00 TBS Mustard - 1.00 TBS Peas - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Breaded Fish (Chl) - 1.00 EA Tartar Sauce (Sod) - 2.00 FLOZ Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Macaroni & Cheese (Sfa,Sod,Chl) - 0.75 CP Cauliflower - 0.75 CP Breadstick - 1.00 EA Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Roast Turkey (Chl) - 3.00 OZCKD Poultry Gravy - 2.00 FLOZ Lettuce Salad - 1.00 CP Salad Dressing (Sod) - 1.00 FLOZ CP Green Beans - 0.75 CP Wheat Bread - 2.00 SLC Margarine (Sfa) - 1.00 TBS Chocolate Cupcake (Chl) - 1.00 EA Fortified Drink - 8.00 FLOZ
	<b>DINNER</b>						
Week 4	Turkey Noodle Casserole Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ (Sod,Chl) - 1.25 CP Broccoli - 0.75 CP Wheat Bread - 2.00 SLC Margarine (Sfa) - 1.00 TBS Tea - 8.00 FLOZ	Chicken Tortilla Stew (Chl) - 10.00 FLOZ Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Brown Rice - 0.75 CP Carrots - 0.75 CP Tortilla Chips - 1.00 OZ Sour Cream (Sfa,Chl) - 2.00 TBS Fruit Bar (Sfa,Sod,Chl,Sug) - 1.00 EA Tea - 8.00 FLOZ	Spaghetti (Sod) - 1.00 CP Meat Sauce (1 CP) (Chl,Sfa) - 1.00 CP Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Broccoli - 0.75 CP Focaccia Bread (Sod) - 1.00 EA Tea - 8.00 FLOZ	Cheese Pizza (Sod,Chl,Sfa) - 1.00 EA Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Blended Vegetables - 0.75 CP Choice Dessert (Sfa,Chl,Sug) - 1.00 EA Tea - 8.00 FLOZ	Chicken Teriyaki (Sod,Chl) - 1.00 CP Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Brown Rice - 0.75 CP Stir-Fry Vegetables - 0.75 CP Milk Roll - 1.00 EA Gelatin & Whip Topping (Sfa) - 0.50 CP Tea - 8.00 FLOZ	Beef Patty (Chl,Sfa) - 1.00 EA Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Onions & Pickles (Sod) - 0.25 CP Mayo & Mustard (Sod) - 2.00 TBS Wheat Burger Bun (Sfa,Chl) - 1.00 EA Seasoned Potatoes - 0.75 CP Peas - 0.75 CP Ketchup (Sod) - 2.00 TBS Tea - 8.00 FLOZ	Bean & Cheese Burrito Texas Slaw - 0.75 CP Burrito Beans - 0.75 CP Shredded Cheese (Sfa,Chl) - 2.00 TBS Salsa (Sod) - 0.25 CP Whole Wheat Tortilla (Sfa,Sod) - 2.00 EA Spanish Rice - 0.75 CP 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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# September 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 AM PM EVE	2 AM PM EVE	3 AM PM EVE	4 AM PM EVE	5 AM PM EVE	6 AM PM EVE
	Labor Day					
7	8	9	10	11	12	13
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
Grandparents Day				Patriots Day		
14	15	16	17	18	19	20
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
				OCB TGA		
21	22	23	24	25	26	27
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
28	29	30	1-Oct	2-Oct	3-Oct	4-Oct
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
5-Oct	6-Oct	7-Oct				
AM	AM	AM				
PM	PM	PM				
EVE	EVE	EVE				

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)