

Powder River

October 3, 2025








Adults in Custody (AIC) Newsletter

SEPT.

Family
meal
See page
5

Career
Fair
See page
6-7



FRI OCT 3 RD	SAT OCT 4 TH	SUN OCT 5 TH	MON OCT 6 TH	TUE OCT 7 TH	WED OCT 8 TH	THU OCT 9 TH
						
H: 60 L: 35	H: 61 L: 32	H: 62 L: 30	H: 65 L: 33	H: 69 L: 37	H: 71 L: 38	H: 67 L: 33
Partly Cloudy	Partly Cloudy	Partly Cloudy	Mostly Sunny	Mostly Sunny	Sunny	Mostly Sunny

PLEASE BE ADVISED

AIC's must be available on their unit to receive any coffee, photo, or activity tickets. The ticket list will be posted on each unit with the time and date they will be delivered.

Its is also the AIC's responsibility to get all CD-28's filled out correctly and verified by their unit officers before submitting them. Any CD-28's that are filled out incorrectly or are unsigned will be returned through the mail.

Also, no AIC's are permitted in Admin without a call-out.

If you have an A+O class call-out make sure you attend or you will be held accountable

ATTENTION:

Effective 9.10.25 Health Services hours of operations will be changing:

Old Hours:

Monday – Friday 6:30am – 6:30pm

Saturday/Sunday 8:00am – 6:30pm

New Hours:

Monday – Friday 6:30am – 9:00pm

Saturday/Sunday 7:30am – 8:00pm

Effective immediately, AICs can
submit Visiting Applications
electronically via the tablets!

With this simplified option available,
Visiting Services will no longer accept
applications submitted by counselors
and/or support staff, on behalf of an
AIC.

This change is to ensure consistent,
adequate and equitable services for
all!

If possible, please share with others at your facility that may be impacted by this
update. Please do not hesitate to reach out with any questions. Thank you for your
continued partnership!



PRCF FAMILY QUARTERLY MEAL



DATE: FRIDAY, OCTOBER 17, 2025

TIME: 4:30pm to 6:30pm

COST: \$6.00 per meal for each person

MEAL:

- + Home Baked Tater Tot Casserole
 - + Green Salad w/ choice of salad dressing
 - + Dinner Roll
 - + Water & Coffee
 - + Spice Cake w/ Cream Cheese Frosting
- "Personal Condiments are not allowed for the event"

TO ENROLL IN THIS EVENT:

1. Please send an AIC COMMUNICATION FORM to MS. HOOPES, MPB 505 by 8:00AM ON OCTOBER 8, 2025.
2. THE COMMUNICATION FORM MUST INCLUDE:
 - a. The number of guests
 - b. The name and age of each guest
 - c. The guest's relationship to you
 - d. **ALL GUESTS MUST BE ON YOUR VISITING LIST—NO EXCEPTIONS**
3. Include a CD-28 for the total number of meal(s) you are purchasing PAYABLE TO:
 - a. FAMILY FOUNDATION-ACCOUNT #2564
Purpose: PRCF Quarterly Meal-OCTOBER 2025
 - b. Cost of Meal: \$6.00 per meal for each person
 - c. Children under age 3 are free.
4. THE COMMUNICATION FORM AND THE CD-28 MUST BE SUBMITTED TO MS. HOOPES BY 8:00AM ON OCTOBER 8, 2025. NO EXCEPTIONS AND NO REFUNDS. INCOMPLETE FORMS/INFORMATION WILL BE RETURNED.
5. Photos will be available. Photo tickets must be purchased through ACTIVITIES prior to the event. PLEASE PLAN ACCORDINGLY-NO EXCEPTIONS WILL BE GRANTED.

**THIS EVENT IS OPEN TO GENERAL POPULATION,
TREATMENT UNITS, AND ALL INCENTIVE LEVELS.**

PRCF 1ST ANNUAL SECOND CHANCE CAREER & RESOURCE FAIR IS COMING SOON!

Close to 20 reentry services, resources, unions and employers. Vendors include Union Pacific Railroad, Local 737 Laborers Union, Oxford Housing, Ironworkers 29 and so much more! (Brought to you by Opportunity Oregon, OCE & ODOC.)



FRIDAY

October 10, 2025



Time: 8 am - 2:30 pm



TBA

JOIN US

To register for the event, AICs will need to submit a kyte to Lieutenant Robbins. Every effort will be made to include everyone who is interested; if necessary.



Schedule for the Career fair Event:

8:00am – 10:30am, we would call all General Population AICs to come to the dining hall to attend the career fair.

8:00am – 9:15am **Unit 3** AICs Time

Block. 9:15am – 10:30am **Unit 2** Time Block

12:00pm – 2:30pm, we will be calling Programming AICs to the dining hall to attend the career fair.

12:00pm – 1:15pm **Unit 1 West** AICs Time

Block 1:15pm – 2:30pm **Unit**

1East Time Block



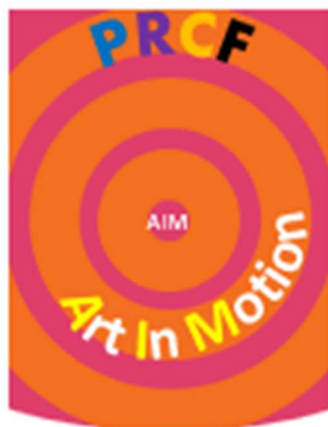
PRCF is now taking applications for **Airbrush Artists** who are interested in creating and painting various pieces and/or projects. The main focus is projects for donations or within the institution.

If you are interested, please send a work application with samples of your work and/or portfolio. Please add a narrative about your interest and experience.

You will be selected based on your proven experience as an artist, Airbrush a Plus, two years of painting experience preferred, clear conduct, good behavior, incentive level 3, and be able to work independently.

PRAS Points start at 10 pts.

Please send your information to Ms. Bronnenberg ASAP.



PICKLE-BALL SUMMER 2025 LEAGUE RESULTS

1ST PLACE MORGAN, A. (36-3)

2ND PLACE ECKMAN, P. (22-18)

3RD PLACE RYDER, N. (24-13)

HADACHEK (24-14) CLOWDUS (26-10) HERNANDEZ (19-17)
McKAY (19-16) GWYN (12-23) HENLEY (12-21)
SATTEFIELD (12-21) PASCOE (5-28) WORMELL (3-30)

**Thank you to everyone who participated
because you guys made it fun and competitive**



**Releasing from prison soon?
Worried about employment
barriers due to your criminal
background? We would love to help
you.**

You must be 6 months to Release to attend the class.

Send a Kyte to Ms. Suing if interested ASAP

***Come to our class this October 1st 9:30-
10:30am here at PRCF.***

***Or contact our office for an
application and write us at:***

Opportunity Oregon
1045 Gateway Loop Ste C
Springfield, OR 97477

Our services are statewide and at no cost to YOU.

Overcomers Class

Overcomers-12 Steps Christian Recovery Schedule:

Every Friday 6:30 PM – 8:30 PM

Room: MPB

Starting: Friday, October 3, 2025

Instructor/Supervisor: Kevin Dyke

(Volunteer)

Kyte the Chaplain to be added to the class

FLAGGING CLASS

TUESDAY, OCTOBER 21ST, 2025

**THERE ARE 15 SPOTS AVAILABLE FIRST COME FIRST SERVE
CLASS IS \$100.00 PER AIC**

NOTE: CERTIFICATION LAST FOR 3 YEARS.

Upon completion, you will be certified for road-working and flagging jobs in Oregon, Washington, Idaho, and Montana.

Wages in this job industry are climbing, as is the demand for certified workers within this field, so this is a great opportunity for anyone interested in a hands-on career, working outdoors and with the community.

Also, most flagging companies are felon friendly!

The Class will run approximately four hours, at the end of which will be an open-book exam. The class is offered 2-3 times per year.

Must be one year or less to release to take the class.

*To sign up – send a kite with a CD-28 to Ms. Suing at PRCF. Please **make the CD 28 payable to Keith Radabaugh**. If you have any further questions, please kite Ms. Suing, Transition Coordinator.*

All Kites and CD 28's must be turned in by Monday October 13th, 2025, to be entered into the class.

MUSIC PRACTICES CANCELLED

Music practices on Fridays @ 6pm & Saturdays @ 6pm are effectively cancelled.

REASON:

There is no volunteer to supervise the music program. The musical instruments in the Chapel are used for religious worship programs under the supervision of religious volunteers or Chaplain.

THANK YOU
CHAPLAIN

To: All Adults in Custody

From: DOC Director Michael Reese

Date: July 29, 2025

The Oregon Department of Corrections (DOC) has been making major improvements to healthcare for adults in custody (AICs) by bringing in experts, increasing staff, and updating operations.

The Health Services Division has already made several changes to the Therapeutic Levels of Care (TLC) process that remove delays in access to care. Offsite medical scheduling has been reorganized to help address the backlog of needed outside medical trips. DOC is also in the process of switching from using paper medical records for AICs to electronic health records (EHR). The update is a two-phase process and will be fully complete by the end of 2025.

Earlier this year, DOC hired the Falcon Group, a national consulting firm specializing in correctional healthcare, and they have conducted a thorough review of DOC's healthcare system. Falcon has provided DOC with a report of their findings, key observations, and a series of recommendations as part of their report. DOC will take the next 120 days to review the report and determine next steps.

We are committed to providing the care you need while incarcerated. Thank you for your patience and understanding.

The report will be available on AIC tablets and kiosks.

From the Administrative Rules Program:

Below is the list of status changes made to DOC administrative rules since 2/4/2024.

PROPOSED RULES:

291-070 Records Management (Adult in Custody and Adult on Supervision)

- Amends rule to update the term "offender" to "adult in custody"; clarify these rules; to update for consistency within these rules and other department rules; and align definitions with those adopted by the department as standard.
- Comments must be received by the Rules Office before: 9/19/25 12:00pm (noon)

291-131 Mail (AIC)

- Amends rule to permanently adopt the temporary changes effective 7/3/25; and to clarify rules relating to legal mail and official mail.
- Virtual Public Hearing: 8/26/25 at 1:00pm
- Comments must be received by the Rules Office before: 9/19/25 12:00pm (noon)

291-141 General Library Services (AIC)

- Amends rule to ensure a clear distinction is made between general library services and legal library services; align with current practices; replace the term "inmate" with "adult in custody"; clarify the rules or further define process; add or update definitions; improve consistency within these rules and with other department rules; and reorganize the rules for ease of understanding and to combine like topics.
- Comments must be received by the Rules Office before: 9/19/25 12:00pm (noon)

TEMPORARY RULES:

291-037 Release of Public Records – Request for Department Public Records

- Amends rule to update process for non-AICs requesting public records from the department to include a new online public records portal linked on the existing DOC website, and the process for submitting written requests in person; update process for AICs to submit requests for public records from the department; provide requirements and guidance on information to include in a request for public records; and clarify what the process is when a request for public records is submitted to the wrong unit.
- Effective: 7/16/25 through 1/2/26

291-131 Mail (AIC)

- Amends rule to (1) remove the “20-pound” weight restriction on envelopes and move to a “standard weight” restriction; (2) clarify the definitions and dispositions of mail that is refused and mail that is rejected; (3) clarify that business cards are unauthorized enclosures and that certain kinds of writing materials are not allowed; and (4) clarify that legal mail and official mail may include a single, postage-paid return envelope that meets the Division 131 rules’ criteria, to facilitate return mail in legal and official matters and to bring the department’s rules in line with its practices.
- Effective: 7/3/25 through 12/29/25

PERMANENT RULES:**291-157 Release Funds**

- Amends rule to remove the set amount for release funds and discontinue the accompanying obsolete process. Other revisions clarified rules; made minor grammatical changes or changes to titles; updated statutory citations; changed the term "inmate" to "adult in custody"; removed gendered language; updated, added, or clarified definitions; and updated and further defined process.
- Effective: 7/3/25

What are the best exercises for losing weight?

The best exercises to incorporate into a weight-loss training program are those that promote calorie burn. These fall into two categories:

- **Strengthening exercises:** More muscle mass increases metabolic rate, therefore increasing your daily energy needs.
- **Aerobic/cardio exercises:** Helps with the goal of expending more energy and burning more calories.

• Strength training and cardio: A balanced approach

- Strength training is a powerful tool for enhancing your [body composition](#) by increasing muscle mass. Not only does this make you stronger, but it also boosts your metabolism. Increased muscle mass means your body burns more calories, not just during exercise, but even while you're resting.
- If you're new to strength training, don't be alarmed by a slight [initial weight gain](#). This is often due to temporary water retention, which is a normal physiological response to starting a new exercise routine.
- Cardio exercises like jogging, cycling, or [rowing](#) improve your cardiovascular health and burn more calories per hour compared to walking.
- Incorporating both cardio and strength training into your weekly workout routine is highly recommended. This balanced approach ensures you get the best of both worlds, optimizing your fitness and weight loss efforts.

How many days a week should I work out to lose weight?

Daily physical activity is an effective weight-loss strategy. As a baseline, the [Physical Activity Guidelines for Americans](#) recommends that all adults receive 150 minutes of aerobic activity each week. This could be:

- 7 days per week, 20–25 minutes per workout
- 6 days per week, 25 minutes per workout
- 5 days per week, 30 minutes per workout
- 4 days per week, 35–40 minutes per workout

NOTICE:

**Currently, BTI is NOT scheduled for classes at PRCF.
At the time a contract is secured and BTI schedules a time to
conduct classes at Powder River, AICs will be notified and
provided the opportunity to apply.**

**Until then, please DO NOT inquire about dates/times for BTI
classes from staff. Thank you**

PRCF AIP TRANSFERS -

2024 the decision was made to ensure all Adults in Custody (AIC) participating in the Alternative Incarceration Program (AIP) are transferred to correctional facilities closer to their county of record prior to the beginning of the non-prison leave (NPL). The goal of this change was to ensure individuals releasing from the Oregon Department of Corrections (ODOC) can return to their communities and report for supervision in the most timely, safe, reliable, and efficient manner possible. Earlier this year, conversations began addressing concerns related to AICs not being able to take advantage of the full AIP program due to transferring out up to two weeks prior to their program completion and beginning of their NPL. The concerns were viable, and the department wants to ensure AICs can take full advantage of the services AIP provides. To ensure an AIC can complete the program prior to transferring to a closer facility for release onto NPL, the decision was made to extend the time between the institution program completion date and the date the NPL begins. Reentry and Release personnel, specifically release counselors, will set NPL start dates 14 days after the program completion date. If the NPL start date falls on a weekend or holiday, the NPL start date will be set to the last business day prior to the weekend or holiday. If you have questions related to this process change, please contact your treatment team.

SEASONAL RECRUITMENT

Adults in Custody FIRE CAMP SUPPORT

UPDATE

PRCF is recruiting for Fire Camp Support (not fire suppression at this time).

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 **8/1/25**.
- AICs in treatment program **CANNOT** participate in the fire crew at this time.
- You must be medically approved to work in the forest. **Camp Support and Fire Suppression has the same medical review protocol.** 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**)
- 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 even in the fire camp support can be long hours, 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. **No pack test is required.** If you are selected, you will be trained in First Aid and CPR Certification and Food Handlers card.

Camp Support is awarded of the following:

- PRAS of **14 points per day, plus**
- Meritorious award of **\$12.50 per day** on fire camp, **plus**
- Reentry Savings account of **\$12.50 per day** on fire camp

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 the

IWP Coordinator Mr. Kennedy

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 THE IWP COORDINATOR MR. KENNEDY

OCTOBER 2025

SUN	MON	TUE	WED	THU	FRI	SAT
	29 Turn in CD-28s for tickets by 9pm	30	1	2 PRAS Payday	3 Coffee, Photo & Activity Tickets A&O CLASS	4
5	6 No CD-28's for tickets	7	8	9	10 No Coffee, Photo & Activity Tickets A&O CLASS	11
12	13 Turn in CD-28s for tickets by 9pm	14	15	16	17 Coffee, Photo & Activity Tickets A&O Class	18
19	20 Turn in CD-28s for tickets by 9pm	21	22	23	24 Coffee, Photo & Activity Tickets A&O Class	25
26	27 No CD-28's for tickets	28	29	30	31 No Coffee, Photo & Activity Tickets A&O Class	1



Financial Services

Informational Briefing

AIC Debt and Obligation Information

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.

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
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



Financial Services

Informational Briefing

Court Ordered Financial Obligations (COFOs)

What are Court Ordered Financial Obligations (COFOs)?

COFOs are financial obligations owed by an Adult in Custody (AIC) assigned during a legal proceeding. COFOs may consist of restitution, fines, fees, child support, or civil judgements including money owed to a victim. *Note: COFOs are not the same as County and U.S. Court Filing Fees.*

Why does the Department of Corrections (DOC) collect COFOs?

Oregon Revised Statute (ORS) 423.105 became law in 2017, directing DOC to collect COFOs on behalf of the Oregon Judicial Department (OJD) and the Department of Justice (DOJ).

How are COFOs collected?

COFOs are collected from eligible deposits, or deposits that are not protected from debt and obligation collection. Examples of eligible deposits include AIC performance monetary awards (PRAS) and moneys received from an AIC's family or friends.

10% of each eligible deposit is collected until the AIC's transitional savings has reached \$500. After the AIC's transitional savings has reached \$500, 15% of each eligible deposit is collected for COFOs until those obligations are satisfied.

Who do I contact if I have questions about COFOs?

DOC is unable to provide case-specific information. AICs with questions or concerns about their COFO details should contact OJD/DOJ or the appropriate court of record.



Oregon Judicial Department (OJD)
Business and Fiscal Services
Division
Attn: Collections
1163 State St
Salem OR 97301

Department of Justice (DOJ)
Division of Child Support
PO Box 14680
Salem, OR 97309
(800)-850-0228

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.



Financial Services

Informational Briefing

Savings Options for Adults in Custody

What is the Transitional Savings Account (TRSA)?

- Funds in the TRSA are protected from debt/obligation collection and garnishment.
- Established per SB844/ORS 423.105 as a means for AIC's to save funds for release from ODOC custody.
- 5% of each eligible deposit is applied into an AIC's TRSA until the account reaches \$500.
- AIC's may elect to transfer funds into their TRSA by submitting a Trust Account Transfer Request form (CD1832) up to \$500.
- AIC's may continue a 5% deduction of their eligible deposits beyond \$500 if court-ordered financial obligations (COFOs) are satisfied.
- Funds in the TRSA are not available to AIC's until reentry into the community (*no exceptions*).

What is the General Savings Account (GS)?

- Funds in the GS Trust Account are not protected from debt/obligation collection or garnishment.
- Established as an optional means for AIC's to save funds outside of the TRSA.
- AIC's may elect to transfer funds into the GS Trust Account once per calendar month by submitting a Trust Account Transfer Request Form (CD1832).
- 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.

What About External Savings Accounts?

AIC's may have accounts with external banking institutions however, ODOC staff are not able to facilitate. AIC's may not have unauthorized money items in their possession (such as checks).

Note: Trust Account Transfer Request Forms (CD1832) are available on AIC housing units or through Business Services. If the amount being transferred is excessive, it will be limited. The minimum transfer amount is \$5.00.

Please address any questions to Business Services by submitting an AIC communication (available electronically on the tablet).

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.



Financial Services

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.

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.

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.



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">◦ Examples: Deposits received from friends/family, and PRAS• 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">◦ Examples: disability benefits for veterans, moneys received from Native American or tribal government, railroad retirement benefits, OCE Prison Industry Enhancement (PIE) Awards• 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, available electronically and in paper) 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, available electronically and in paper)• 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.

PRCF Contact Mentor Program Contact Information: *If you have questions regarding the Contact Mentor Program or the Oregon Way, or if you would like to participate in the program and be assigned to a mentor, please feel free to send an AIC Communication to Ms. Hoopes.*

Security		New Directions Northwest
Lt. Robbins		
Sgt. Gray		
Officer Hill		
Officer Martin		
Officer Gonzalez		
Officer Lefever		
Officer Chavez		Administration
Officer Endersby		Mr. Folden—Physical Plant Manager
Officer Erickson		Mr. Thomas—Physical Plant
Officer Kisor		Ms. DeVore--Administration
Officer Leal		Ms. Geddes—Correctional Rehabilitation Mgr.
Officer Lopez		Ms. Hoopes—Correctional Counselor
Officer Thompson		Ms. Bronnenberg-Physical Plant
Officer Willmarth		Mr. Clark—Superintendent
Officer Spriet, S		
Officer Herrick		

The History Place™

This Month in History

October 3, 1863 - President Abraham Lincoln issued a proclamation designating the last Thursday in November as Thanksgiving Day.

October 4, 1582 - The Gregorian Calendar took effect in Catholic countries as Pope Gregory XIII issued a decree stating the day following Thursday, October 4, 1582, would be Friday, October 15, 1582, correcting a 10-day error accumulated by the Julian Calendar. Britain and the American colonies adopted the Gregorian Calendar in 1752.

October 5, 1813 - Shawnee Indian Chief Tecumseh was defeated and killed during the War of 1812. Regarded as one of the greatest American Indians, he was a powerful orator who defended his people against white settlement. When the War of 1812 broke out, he joined the British as a brigadier general and was killed at the Battle of the Thames in Ontario.

October 6, 1949 - "Tokyo Rose" (Iva Toguri d'Aquino) was sentenced in San Francisco to 10 years imprisonment and fined \$10,000 for treason. She had broadcast music and Japanese propaganda to American troops in the Pacific during World War II. She was pardoned by President Gerald Ford in 1977.

October 7, 1985 - Palestinian terrorists seized the Italian passenger ship *Achille Lauro* carrying about 440 persons, threatening to blow it up if Israel did not free 50 Palestinian prisoners. Leon Klinghoffer, an elderly wheelchair-bound American, was murdered.

October 8, 1871 - The Great Fire of Chicago erupted. According to legend, it started when Mrs. O'Leary's cow kicked over a lantern in her barn on DeKoven Street. Over 300 persons were killed and 90,000 were left homeless as the fire leveled 3.5 square miles, destroying 17,450 buildings. Financial losses totaled over \$200 million.

October 9, 1970 - Cambodia declared itself the Khmer Republic following the abolishment of the monarchy by the legislature.



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

ATTENTION—INCENTIVE LEVEL OVERRIDE REQUEST FORMS

Incentive Level Override request forms are located on your unit along with the other AIC forms.

Please follow the directions and provide the necessary information in a clear and concise manner.

Please be sure to provide your information in a legible format.

Completed forms need to be submitted to Ms. Hoopes, MPB 505. **Incomplete forms will not be accepted.**

PLEASE NOTE: Incentive level override requests are behavioral based, not an absolute.

AT ANY TIME, your behavioral history may be reviewed to determine an incentive level **INCREASE OR DECREASE.**

Override requests are reviewed in a firm, fair and consistent manner. If you have submitted a form, please be patient during the review process.

Once a decision is made, your form will be returned to you with a decision or a request for additional information.

Please contact Ms. Hoopes, DOC Counselor, if you have questions regarding the Incentive Level Override process.

PRCF *NATIVE* AMERICAN CIRCLE

Native American sweat lodge

**1st Saturdays Of every month starting on June 7th 2025
From 7am To 3pm**

Native American Talk Circle/ Smudge

**Every Saturday of the week Starting in June 2025 From
9am to 10am**

