

Powder River

November 7, 2025

Adults in Custody (AIC) Newsletter



FRI NOV 7 th	SAT NOV 8 th	SUN NOV 9 th	MON NOV 10 th	TUE NOV 11 th	WED NOV 12 th	THU NOV 13 th
						
H: 53 L: 31	H: 51 L: 32	H: 51 L: 29	H: 50 L: 29	H: 49 L: 30	H: 49 L: 27	H: 47 L: 25
Showers	Showers	Mostly Cloudy	Partly Cloudy	Mostly Cloudy	Showers	Showers



Oregon

Tina Kotek, Governor

Oregon Department of Corrections

Operations Division

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Suite 200

Salem, OR 97302

Voice: (503) 945-9090



Date: November 1, 2025

To: All Adults in Custody (AICs)

From: 
Josh Highberger, Assistant Director of Operations

Subject: 2025 Holiday Period

The 2025 Holiday Period begins Monday, December 1st and goes through Friday, January 2, 2026. During this time, for AICs with DOC debt and external obligations, the following parameters will be in place:

DOC Debt and External Obligations

- DOC debt (*examples: disciplinary fines, copy, and postage debt*) will be collected through Wednesday, November 26, 2025, prior to the start of the Holiday Period.
- During the Holiday Period, Central Trust will not collect existing DOC debt.
- External obligations (non-DOC debt) such as court filing fees (County / U.S. Court), garnishment orders, and Court-Ordered Financial Obligations (COFOs) will continue to be collected as DOC does not have the authority to suspend statutory collections.
- At the conclusion of the 2025 Holiday Period, on Friday, January 2, 2026, any funds remaining in the General Spending Trust Account of AICs with DOC debt will be collected in accordance with OAR 291 Div. 158-0065(d).

Spending Funds During the Holiday Period

- Commissary spending limits will be doubled.
- AICs who have DOC debt may spend funds during the 2025 Holiday period from their General Spending Trust Account for the following: postage, copies, institution club & DOC activities, DOC programs, phone transfers, and commissary items.
- AICs with DOC debt cannot make external purchases or disbursements from their General Spending Trust Account during the 2025 Holiday Period.
- AICs should plan accordingly when submitting financial requests, such as commissary orders and Request for Withdrawal of Funds forms (CD28).

Other Considerations

- All plans are subject to staffing, and AIC commissary worker / supply chain availability.
- Transitional Savings deductions will continue to take place in accordance with ORS 423.105

The Holiday Period occurs at the discretion of the Assistant Director of Operations in accordance with OAR 291 Div. 158-0065(d). AICs with questions may submit an AIC communication to Business Services (*electronic option available on the tablet*).

From the Administrative Rules Program:

Below is the list of status changes made to DOC administrative rules since 7/29/2025.

PROPOSED RULES:

291-037 Release of Public Record

- Amends rule to permanently adopt temporary amendments (updated PRR procedures for non-AICs and AICs, clarifications); make terminology updates; add credit card payment process; update definitions; remove unnecessary reference; further clarify or define process; added processing fees related to video content; and improve consistency with applicable statute, DAS policy, or other department rules.
- **Public Hearing:** 10/22/25 at 2:00PM
- **Extended Comment Period:** Comments must be received by the Rules Office before 12:00PM (noon) on 11/30/25 (extended from 10/28/25).

291-058 Structured, Intermediate Sanctions

- Amends rule to reattach and reincorporate Attachment A Administrative Sanctions Sanctioning Grid and Attachment B Sanction Equivalency Table, which were inadvertently removed; and to apply the procedures prospectively and retrospectively.
- Comments must be received by the Rules Office before: 12:00PM (noon) on 11/19/25.

291-076 Suicide Prevention

- Repeals rule OAR 291-076-0040 related to suicide review process.
- Comments must be received by the Rules Office before: 12:00PM (noon) on 11/27/25

TEMPORARY RULES:

291-058 Structured, Intermediate Sanctions

- Amends rule to reattach and reincorporate Attachment A Administrative Sanctions Sanctioning Grid and Attachment B Sanction Equivalency Table, which were inadvertently removed; and to apply the procedures prospectively and retrospectively.
- Effective: 10/1/25 through 3/29/25

291-076 Suicide Prevention

- Suspends rule OAR 291-076-0040 related to suicide review process.
- Effective: 10/2/25 through 3/30/26

PERMANENT 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.
- Effective 9/30/2025

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

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.

It 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

RAMADAN FEBRUARY 2026

RAMADAN PARTICIPANTS ARE EXPECTED TO KYTE THE CHAPLAIN'S OFFICE
HENCEFORTH.

NOTE: ALL RAMADAN NAMES NEED TO BE IN THE DOC 400 BY MONDAY,
DECEMBER 29TH

THANK YOU-
CHAPLAIN

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**



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

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.

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

PRAS run dates for 2026

Below is a listing of PRAS awards posting dates for 2026.

The dates are determined by the 1st
Thursday of the month, following the 1st Monday.

1/08/2026

2/05/2026

3/05/2026

4/09/2026

5/07/2026

6/04/2026

7/09/2026

8/06/2026

9/10/2026

10/08/2026

11/05/2026

12/10/2026

It is your Responsibility to keep track of your days worked and your monthly PRAS awards. If you have a question about your **PRAS**, please send an AIC communication to Institution Work Program Coordinator, Mr. Kennedy.

NOVEMBER 2025

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

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		



Financial Services

Informational Briefing

Adult in Custody (AIC) Trust Accounts

General Spending Account	• Primary spending account for AICs • Eligible deposits are received into this account ◦ <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	• This is a spending account established for AICs who receive protected money ◦ <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	• 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	• 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	• 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.



Financial Services

Informational Briefing

AIC Debt and Obligation Information

Debt / Obligation Type	Collection Schedule	Additional Information
Court Ordered Financial Obligation (COFO)	- 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	- The department does not have case-specific information regarding COFOs; AICs are encouraged to contact the court of record regarding their COFO details - COFOs are not the same as County and US Court filing fees. Examples of COFOs are restitution, fines, fees, & child support - COFOs will continue to collect during the Holiday Buying Period
Note: Although the transitional savings trust account is considered an obligation, funds collected are owned by the AIC. Per ORS 423.105, 5% will be collected from eligible deposits and placed into the transitional savings trust account. Funds in the transitional savings trust account are <u>not</u> available until the AIC releases from ODOC custody.		
DOC Debt	- Collected from eligible deposits - Additionally, collections shall occur the last business day of the month per OAR 291 Div. 158 if funds are available	- 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	- Collected as funds become available - Multiple collections may occur throughout the month - Additionally, collections shall occur the last business day of the month	- County obligations refer to deferred county filing fees - These obligations are incurred when an AIC elects 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	- Collected as funds become available - Multiple collections may occur throughout the month - Additionally, collections shall occur the last business day of the month	- Initial Filing fees can be collected in total and are due upon receipt - These obligations are incurred when an AIC elects 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	Collected around the beginning of the month	- 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

Note: Debt / Obligation types appear in order of collection priority. ODOC will comply with garnishment orders upon receipt.



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