



OSP Executive Management Team

January 22, 2026,

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GENERAL SERVICES

Mailroom hot topics regarding publication violations:

Each issue of every publication is reviewed individually. Some editions or issues comply with the Oregon Administrative Rules (OAR) and are approved for distribution, while others are found to be in violation and are therefore not allowed. This has always been the standard review process for all magazines.

In the case of *Strip LV*, approximately 550 different editions/issues have been evaluated over the past ten years. Of those, about 430 were approved for distribution, while approximately 120 were rejected for failing to meet OAR standards.

The initial review is conducted by Administrative Specialists assigned to the mailrooms at each facility. If an edition or issue is believed to be in violation of the OAR, it undergoes a second-level review by the Department of Corrections' Chief of Security before being formally rejected statewide. All twelve facilities use the same approved/rejected list, which is integrated into the statewide software system used to process all incoming mail.

The standards used in this review process are outlined in Oregon Administrative Rule 291-131.

If you would like more information regarding the specific reason an issue was rejected, you may request an Administrative Review, if appropriate, by submitting a kyte to the Superintendent's Office. Additional details about this process can be found in the OAR referenced above and on the Violation Notices.

/s/ C. Wagner, Asst. Supt General Serv



JOB ANNOUNCEMENTS

Correctional Services Floor (CSF)

The Correctional Services Floor (CSF) is currently accepting applications for a floor orderly position. Candidates must be able to work with staff and AICs and maintain appropriate boundaries. Duties include basic cleaning of offices and bathrooms, trash removal, and entry-level computer work including data entry (typing) and entering information into spreadsheets. Experience with floor buffing/waxing, and the ability to read/speak Spanish are preferred but are not a requirement to apply.

Application requirements:

No STM

No major misconducts in the last 12 months
NCI level 3

/s/ D. McKibben, Corrections Officer



OCE OSP Call Center Phone Agent

- The OCE OSP Call Center is recruiting for Phone Agents. Applicants must pay attention to detail and adhere to a high-quality standard in a fast-paced environment while meeting an ideal quota. Workers must be motivated and able to maintain a professional attitude at all times. Position awards PRAS points, with the opportunity to earn a matching Team Goal Award, and a client offered IMAP. This position has opportunities for reviews, promotions, and advancement. The schedule will require you to work, 7:00 to 3:10, Five (5) days per week.

Duties include:

- Strong work ethic
- Speaking clearly
- Making phone calls
- Meet OCE/client expectations
- Consistent professionalism
- Time management
- Self-motivated



Applicants must meet the following qualifications:

- Have a valid social security number or equivalent

- Have a High School Diploma/GED - or be working towards one
- Have at least six (6) months clear conduct while incarcerated with no program failures
- Not involved in conflicting programs or activities during the assigned shift
- Be willing to sign a twelve (6) month retention agreement
- Incentive level 2 or 3
- No I.D. theft or forgery convictions on your record

Essential functions include ability to:

- Remain seated at a monitor and operate a computer for extended periods of time
- Communicate respectfully with staff, AICs, and phone contacts
- Work in an office setting subject to potential interruptions and background noises
- Receive training and quality-control advice and corrections from other AICs and staff
- Stay on task while working in a team setting and independently

If you are interested in becoming highly marketable upon release, utilizing modern technology, and making a difference within OCE, DOC, and the community, this position may be what you've been looking for. All applicants will need to pass a DOC/OCE security screening and OCE interview before being considered for the position.

Application submission process:

If you are interested in applying, please complete an OCE AIC Work Application referencing OSP Call Center as the position. Submit application/inquiry to OCE-OSP Call Center – R. Masterson, 2605 State St, Salem, OR 97310

NOTE: Any transfer is subject to security protocols and may delay the process.

/s/ K. Thompson, OSP Services GM

Physical Plant HVAC Apprenticeship position

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

The desired candidate will embody this list of personal traits and meet the following criteria.

Self-motivated with a desire to learn new skills and perfect their Trade.
Willingness to take and follow directions, constructive criticism, work well with others to accomplish tasks.

Must be a team player who communicates well with all types of personalities.
Reliable maintaining regular attendance with a steady behavior.
Willing to work off hours when necessary.
Have at least 1-year clean conduct. Have a minimum of 5 years left on sentence.
Have High school diploma/GED and ability to pass math test.
Ability to work in confined spaces, from heights and in extreme temperatures.
Must be able lift at least 75 pounds.
Pass random UA tests.



All applicants are required to have more than five years left on their sentence, must have a year of clear conduct with a level 3 NCI. Must have desire to be able to a productive member of society when released. High school diploma or GED required.

Send applications with Resume and cover letter to Gonzales/Willette - Physical plant HVAC shop.

/s/ P. Willette/F. Gonzales-Murillo, Phys. Plnt HVAC

HEALTH SERVICES



Toenail Trimming

NP Bono will be holding a once-a-month toenail trimming clinic for those individuals that have thick nails. If this is something you would be interested in, please send an AIC communication form (kyte) to medical to request.

/s/ K. Ross, RN BSN

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

"Due to the ongoing construction and status of the Chapel/Education floor, the Chapel is operating on a modified schedule. Please monitor the AIC news channel and housing unit bulletin boards for updates to the Chapel Schedule."

/s/ Chaplains Perlstein, Richter, and Witcraft

POINT TO PONDER





Financial Services

Informational Briefing

Adult in Custody (AIC) 2026 Tax Information

The Department of Corrections (DOC) will not provide federal or state tax forms to AICs.

- AICs may write or call the Internal Revenue Service (IRS) or Oregon Department of Revenue to request tax forms.
- AICs may elect to reach out to their friends and family to request they send tax forms in through the mail. All incoming mail is subject to the Departments rule on mail, 291-131-0025.
- DOC staff / legal assistants are not authorized to provide tax advice or status updates on filings to AICs.
- AICs may appoint a qualified and trusted person as their power of attorney (POA) to assist with the tax filing process. POA forms can be obtained by submitting a Library Request form (CD1714).
- DOC will only issue 1099 (MISC/INT) to AICs who meet specific IRS minimum requirements.
 - ✓ 1099 MISC issued to AICs who have received \$600 or more in PRAS for the tax year.
 - ✓ 1099 INT issued to AICs who have accrued \$10 or more in interest for the tax year.

**State and Federal
taxes due date:
April 15th, 2026**

AICs will need to use
their own pre-
addressed postage
paid envelope for tax
correspondence and
filings.

Oregon Department of Treasury Tax Forms Requests	Internal Revenue Service Tax Forms Requests
Department of Revenue P.O. Box 14999 Salem, OR 800-356-4222	Department of Treasury Internal Revenue Service Ogden, UT 84201-0002 800-829-3676

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 dltrustinfo@doc.oregon.gov.

FS AIC Info Briefing November 2026



Oregon DOC : Oregon DOC Institutions

Mainline

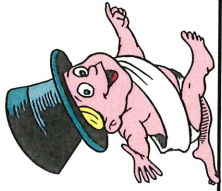
Week at a Glance

	Monday 1/26/2026	Tuesday 1/27/2026	Wednesday 1/28/2026	Thursday 1/29/2026	Friday 1/30/2026	Saturday 1/31/2026	Sunday 2/1/2026
	BREAKFAST						
Week 10	Oatmeal - 1.00 CP Canned Fruit - 0.50 CP Pancakes (Sod,Chl) - 3.00 EA Peanut Butter (Sta) - 2.00 TBS Maple Syrup - 2.00 FLOZ Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Dry Cereal - 1.00 CP Fresh Fruit - 1.00 EA Scrambled Eggs (Sta,Chl) - 0.33 CP Shredded Cheese (Sta,Chl) - 2.00 TBS Wheat Toast - 2.00 SLC Fried Potatoes - 0.75 CP Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Multigrain Hot Cereal - 1.00 CP Canned Fruit - 0.50 CP Peanut Butter (Sta) - 2.00 TBS Hard Boiled Egg (Sta,Chl) - 1.00 EA Wheat Toast - 2.00 SLC Margarine (Sta) - 1.00 TBS Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Dry Cereal - 1.00 CP Fresh Fruit - 1.00 EA Poultry Sausage (Chl) - 1.00 EA French Toast (Chl) - 2.00 SLC Maple Syrup - 2.00 FLOZ 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 Veggie & Cheese Scramble (Chl,Sta) - 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	Canned Fruit - 0.50 CP Scrambled Eggs (Sta,Chl) - 0.33 CP Poultry Sausage (Chl) - 1.00 EA Fried Potatoes - 0.75 CP Wheat Toast - 2.00 SLC Jelly (Sug) - 2.00 TBS Margarine (Sta) - 1.00 TBS Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA	Oatmeal - 1.00 CP Fresh Fruit - 1.00 EA Peanut Butter (Sta) - 2.00 TBS Hard Boiled Egg (Sta,Chl) - 1.00 EA Breakfast Pastry (Sta,Chl) - 1.00 EA Skim Milk - 16.00 FLOZ Coffee - 8.00 FLOZ Sugar PC - 2.00 EA
	LUNCH						
Week 10	Coleslaw (Sod) - 0.75 CP Chicken Ranch Wrap (Chl) - 3.00 OZCKD Shredded Lettuce - 0.25 CP Sliced Onions - 2.00 TBS Shredded Cheese (Sta,Chl) - 2.00 TBS Salad Dressing - 1.00 FLOZ White Flour Tortilla (Sta,Sod) - 2.00 EA Corn - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Potato 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	Tomato Soup (Sod) - 10.00 FLOZ *Chicken-Bacon-Ranch Salad (Chl,Sta) - 1.00 SV Sliced Onions - 2.00 TBS Shredded Cheese (Sta,Chl) - 2.00 TBS Salad Dressing - 1.00 FLOZ Carrots - 0.75 CP Breadstick - 1.00 EA Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Broccoli Cheese Soup (Sta,Sod) - 10.00 FLOZ Fried Egg Sandwich on Wheat (Chl,Sta) - 1.00 EA Mayonnaise - 1.00 TBS Spinach - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	*Soup of the Day (Sod,Chl) -10.00 FLOZ Turkey & Cheese Sandwich on Wheat (Sod,Chl,Sta) - 1.00 EA Shredded Lettuce - 0.25 CP Mayo & Mustard (Sod) - 2.00 TBS Cauliflower - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Nacho Meat (Chl,Sta) - 0.50 CP Refried Beans - 0.50 CP Cheese Sauce (Sta) - 2.00 FLOZ Lettuce Salad - 1.00 CP Salsa (Sod) - 0.25 CP Tortilla Chips - 2.00 OZ Corn - 0.75 CP Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 CP *Roast Pork Loin (Chl,Sta) - 3.00 OZCKD Scalloped Potatoes (Sod) - 0.75 CP Broccoli - 0.75 CP Wheat Dinner Roll - 1.00 EA Margarine (Sta) - 1.00 TBS Ice Cream Cup - 1.00 EA Fortified Drink - 8.00 FLOZ
	DINNER						
Week 10	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Spicy Rice Casserole (Sod,Chl,Sta) - 1.25 CP Yellow Beans - 0.75 CP Wheat Bread - 2.00 SLC Margarine (Sta) - 1.00 TBS Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken Philly (Chl) - 4.00 OZCKD Cheese Sauce (Sta) - 2.00 FLOZ Onions & Bell Peppers - 0.50 CP Wheat Hoagie Roll - 1.00 EA Broccoli - 0.75 CP Seasoned Potatoes - 0.75 CP Ketchup (Sod) - 2.00 TBS Pudding - 0.50 CP Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken Enchilada Casserole (Sod,Chl,Sta) - 1.00 SV Brown Rice - 0.75 CP Seasoned Beans - 0.75 CP Tea - 8.00 FLOZ	*Soup of the Day (Sod,Chl) -10.00 FLOZ *Roast Beef & Cheese Sandwich on Wheat (Sod,Chl,Sta) - 1.00 EA Shredded Lettuce - 0.25 CP Mayo & Mustard (Sod) - 2.00 TBS Yellow Beans - 0.75 CP Chips - 1.00 BAG Fresh Fruit - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Cheeseburger (Chl,Sta) - 1.00 EA Onions & Pickles (Sod) - 0.25 CP Shredded Lettuce - 0.25 CP Mac Sauce - 1.00 OZ Wheat Burger Bun (Sta,Chl) - 1.00 EA Carrots - 0.75 CP Seasoned Potatoes - 0.75 CP Ketchup (Sod) - 2.00 TBS Fruit Crisp (Sta,Sug) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Chicken Alfredo (Chl,Sta) - 1.00 CP Spaghetti (Sod) - 1.00 CP Zucchini - 0.75 CP Focaccia Bread (Sod) - 1.00 EA Tea - 8.00 FLOZ	Lettuce Salad - 1.00 CP Salad Dressing - 1.00 FLOZ Creole Chicken (Chl) - 1.00 CP Brown Rice Pilaf - 0.75 CP Peas - 0.75 CP French Bread - 1.00 SLC Margarine (Sta) - 1.90 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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JANUARY 2026



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28-Dec AM	29-Dec AM	30-Dec AM	31-Dec AM	1 AM	2 AM	3 AM
A/D	C/E	Mainline Showers	C/E	A/D	Mainline Showers	A/D
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
E	D	A/C	E	D	A/C	E
			NEW YEARS EVE			
4	5	6	7	8	9	10
AM	AM	AM	AM	AM	AM	AM
C/E	A/D	Mainline Showers	A/D	C/E	Mainline Showers	C/E
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
D	A/C	E	D	A/C	E	D
				PRAS		
11	12	13	14	15	16	17
AM	AM	AM	AM	AM	AM	AM
A/D	C/E	Mainline Showers	C/E	A/D	Mainline Showers	A/D
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
A/C	E	D	A/C	E	D	A/C
18	19	20	21	22	23	24
AM	AM	AM	AM	AM	AM	AM
C/E	A/D	Mainline Showers	A/D	C/E	Mainline Showers	C/E
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
E	D	A/C	E	D	A/C	E
	MLK DAY	OCE PAY				
25	26	27	28	29	30	31
AM	AM	AM	AM	AM	AM	AM
A/D	C/E	Mainline Showers	C/E	A/D	Mainline Showers	A/D
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
D	A/C	E	D	A/C	E	D

AM-MORNING YARD (7:45-9:45 AM)
 PM-AFTERNOON YARD (1:00-3:30 PM)
 EVE-EVENING YARD (7-9 PM) REC. BLDG. ONLY
NO LEVEL 3 NIGHT YARD

HAPPY NEW YEARS