



OSP Executive Management Team

October 22, 2026,

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HEALTH SERVICES

Sweatpants Reminder

Health Services is starting to see many requests for sweatpants. There are only conditions for which sweatpants will be CONSIDERED.

If you meet those conditions, please place an AIC communication form (Kyte) into the Health Services box. Please do not go to triage. Once we receive the kyte, the nurse will schedule you a sick call appointment to be assess for this need.

Conditions:

Deficit to hand or upper limb dexterity

Missing hand/arm

Deficit to abdominal integrity

Colostomy

Alteration to lower extremity

Recent hip/knee operation

/s/ B. Smith MD, Chief Medical Officer

JOB ANNOUNCEMENTS



JOB OPENING: GROUNDS MAINTENANCE

Location: OSP Physical Plant

Position Overview

OSP Physical Plant is seeking a dependable, hardworking individual to fill a Grounds Maintenance position within the walls of OSP.

The selected individual will be responsible for maintaining outdoor grounds and keeping designated areas clean, orderly, safe, and presentable. Duties will include using weed eaters, brooms, blowers, lawn mowers, shovels, and other hand tools to perform general grounds maintenance.

Job Responsibilities

- Maintain outdoor grounds and designated areas.
- Keep work areas clean, orderly, and presentable.

- Safely operate and handle assigned equipment and tools.
- Perform general outdoor maintenance and related duties as assigned.
- Follow instructions and complete tasks responsibly.
- Work safely and cooperatively with others.

Eligibility Requirements

Applicants must meet the following requirements:

- Have at least one year of clean conduct.
- Have been at OSP for at least one year.
- Demonstrate responsibility, dependability, and a strong work ethic.
- Be willing to perform outdoor work and follow instructions.
- Demonstrate the ability to work safely and cooperatively with others.

Physical Requirements

Applicants must be able to:

- Perform physical work outdoors.
- Stand, walk, bend, lift, and perform repetitive tasks.
- Work in varying weather conditions.
- Safely operate and handle assigned equipment and tools.

How to Apply

Interested individuals who meet all eligibility requirements and are willing to work responsibly and maintain good conduct should submit a resume and cover letter to:

C. Hegeman-OSP Physical Plant Grounds Maintenance

OSP Physical Plant

Take advantage of this opportunity to demonstrate your reliability, work ethic, and commitment to maintaining a clean and presentable environment.

/s/ C. Hegeman, Grounds Maintenance



LOCK SHOP JOB POSTING

Position Overview

The Lock Shop is seeking a dependable and motivated individual to assist with maintenance,

repair, and related shop duties. This position provides an opportunity to develop and utilize hands-on skills while working with a variety of tools, equipment, mechanisms, and hardware.

Applicant Requirements

Applicants must meet **all** of the following requirements:

- Be a **Level 3**.
- Have at least **one year of incarceration with clear conduct**.
- Have at least **two years remaining at OSP**.
- Demonstrate dependable and predictable attendance.
- Be able to work effectively with others.
- Be able to follow directions and instructions from the Shop Supervisor(s).
- Be willing and able to learn new skills and perform assigned duties safely and responsibly.

Job Duties

Work will include, but is not limited to, **basic maintenance and repair work in a variety of trades**.

The ideal candidate will be able to work independently and demonstrate the ability to:

- Disassemble faulty mechanisms using hand tools and power tools.
- Identify defective or worn components.
- Replace defective or worn parts.
- Clean and lubricate parts and mechanisms.
- Reassemble mechanisms and devices properly.
- Test repaired devices to ensure they function correctly.
- Follow established procedures and complete tasks without requiring repeated, step-by-step instructions.
- Maintain a clean, organized, and safe work area.
- Assist with other Lock Shop duties as directed by the Shop Supervisor(s).

Physical Requirements

The selected candidate must be physically capable of performing the duties associated with the position, including:

- Reaching overhead while lifting up to **50 pounds** on a semi-regular basis.
- Climbing stairs on a daily basis.
- Using hand tools and power tools as required.
- Standing, walking, bending, reaching, and performing other physical activities necessary to complete assigned work.

Desired Qualities

The ideal candidate will be:

- Dependable and punctual.
- Safety-conscious.
- Willing to learn.
- Able to follow directions.
- Comfortable working independently when appropriate.
- Able to work cooperatively with supervisors and coworkers.
- Detail-oriented and capable of troubleshooting basic mechanical problems.
- Willing to take initiative and complete assigned tasks without constant supervision.

Interested Applicants

Qualified applicants who are interested in working in the Lock Shop should submit their interest through the appropriate process. **A Cover Letter and Resume in addition to the application must be submitted to be considered.** Applicants may be contacted for further information or an interview.

/s/ A. Miller, OSP Lock Shop

Painting Apprenticeship Opportunity!

Ready to learn a skilled trade, earn valuable experience, and build a career you can be proud of? We're looking for a motivated and dependable Painter Apprentice to join our team!

We're seeking someone with a strong work ethic, positive attitude, and willingness to learn. If you take pride in your work, work well with others, and are ready to develop your skills in the painting trade, **we want to hear from you!**

What We're Looking For

- **Apprenticeship Eligibility:** You must have served at least **one year of incarceration with clear conduct** and have **three years remaining on your sentence** to be considered.
- A strong desire to **learn the painting trade** and build a long-term career.
- Ability to **work safely on ladders** and follow workplace safety procedures.
- Willingness to **learn, take direction, and follow instructions**.
- **Positive attitude** and dependable attendance.
- Ability to work effectively as part of a **team**.
- Hardworking, reliable, and committed to doing quality work.

What You Bring Matters

You don't need to know everything on day one. **We're looking for someone who is willing to learn, show up, work hard, and grow.** This is an opportunity to develop a valuable trade, gain hands-on experience, and become part of a team that supports your growth. **Ready to Get Started?**

If you're hardworking, dependable, and ready to **turn an opportunity into a career**, we'd love to hear from you!

A cover letter and resume are required for consideration.

Take the first step toward building your future — apply today!

/s/ T. Beyer, OSP Paint Shop

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 sign up for this service.

Volunteer Ministers Doug Lethin & Dennis Mostyn

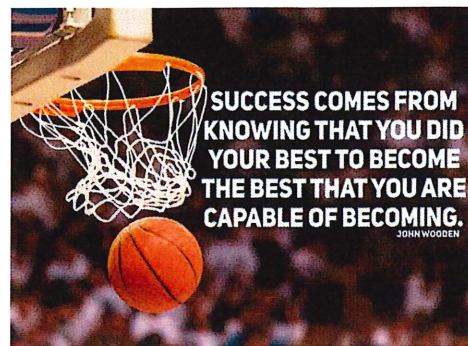
/s/ A. Y. Perlstein, Chaplain

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



**On Sale and available
starting Thursday
10/1/2026:**

Holiday Card single for \$3.03

OR

**Buy 10 and get 2 free
12 ct for \$30.30**

(Reminder that the holiday cards do not count against
your spending limit)

**Thank you,
Commissary**

Tablet and Scanned Mail Project Updates – October 2026

Tablet Deployment

- We are still preparing to issue every AIC a tablet.
- The timeline has moved back. We now expect tablets to arrive in late fall or early winter.
- The company making the tablets had delays because of shipping and world-wide resource problems.
- You do not need to do anything right now. We will share more updates as we get closer.
- After all the equipment is here, we will share the list of which facilities switch over first.



Scanned Mail



- Scanned mail will not start until after everyone gets a tablet and the system is working well.
- Until then, physical mail will stay the same.
- When we get closer, we will explain everything clearly so you and your friends and family know what to expect. They can follow the project updates online at <https://engage.doc.oregon.gov/>

What You Can Expect

- We will keep sharing updates in newsletters and on tablets.
- We will give plenty of notice before any changes happen to physical mail.



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.

FS AIC Info Briefing Aug 2025

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.

Clínicas de Vacunación contra la Influenza y el COVID-19

Ha llegado nuevamente esa época del año. A partir de octubre, ofreceremos vacunas contra la influenza (gripe) y el COVID-19 a todas las personas. El personal de Servicios de Salud se acercará a usted y le preguntará si desea recibir una vacuna. Le recomendamos que diga que sí.

Tanto la influenza como el COVID-19 son virus altamente contagiosos que pueden causar problemas de salud graves. Se transmiten a través de gotitas respiratorias y pueden contagiarse incluso antes de que aparezcan los síntomas. Las vacunas funcionan fortaleciendo el sistema inmunitario del cuerpo y ayudándolo a reconocer y combatir los virus. Las vacunas reducen el riesgo de enfermarse y, si usted se enferma, es probable que los síntomas sean mucho más leves y duren menos tiempo. Vacunarse también ayuda a evitar la propagación de la influenza o el COVID-19 a otras personas.

Los efectos secundarios de las vacunas generalmente son leves, como cansancio o dolor en el brazo, y suelen durar uno o dos días. Recibir una vacuna cada año es importante, ya que la protección disminuye con el tiempo y los virus cambian a lo largo del año, por lo que se necesitan vacunas más nuevas para combatirlos. Vacunarse no le causa la enfermedad; las vacunas utilizan componentes inactivados del virus para entrenar al sistema inmunitario de manera segura.

Puede recibir las vacunas contra la influenza y el COVID-19 durante la misma visita, pero se administrarán mediante dos inyecciones separadas. Vacunarse es la forma más eficaz de evitar enfermarse a causa de los virus de la influenza y el COVID-19.

Si tiene preguntas sobre las vacunas, no dude en consultar con su proveedor de atención médica.

MAILROOM NEWSLETTER

OCTOBER 2026

OREGON STATE
PENITENTIARY

ISSUE 18



AMAZON

Amazon orders shipped and sold by Amazon are accepted. Amazon Marketplace are private sellers. These are not accepted. Amazon and DOC have an agreement that orders must be shipped by UPS, USPS, or Fedex. Amazon drivers are not allowed at OSP. Amazon drivers are turned away and the orders are not accepted.

Inmate Communication Forms (kytes) to OISC

Do not send kytes for OISC to HQ. There is no OISC at HQ. Please place kytes for OISC in the Records box at the base of the stairs to C Block.

The most common reason for incoming mail to be refused continues to be the use of envelopes with security features. These envelopes have not been permitted since January of 2025. See photo below:



TABLET DEPLOYMENT

Tablet deployment has been delayed. HQ will be updating AICs and the public.

Friends and Family can view the mail rules, and updates on Department of Corrections projects, at www.oregon.gov/doc

OCTOBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27 Sep	28 Sep	29 Sep	30 Sep	1	2	3
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
4	5	6	7	8	9	10
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
11	12	13	14	15	16	17
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
18	19	20	21	22	23	24
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE
25	26	27	28	29	30	31
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
EVE	EVE	EVE	EVE	EVE	EVE	EVE

AM - MORNING YARD (7:45 am - 9:45 am)

PM - AFTERNOON YARD (1:00 pm - 3:30 pm)

EVE - RECREATION BUILDING (7:00 pm - 9:00 pm)

APPROVED BY:

Capt. Mullin



Oregon DOC : Oregon DOC Institutions

Mainline

Week at a Glance

	Monday 10/26/2026	Tuesday 10/27/2026	Wednesday 10/28/2026	Thursday 10/29/2026	Friday 10/30/2026	Saturday 10/31/2026	Sunday 11/01/2026
	BREAKFAST						
Week 2	Oatmeal - 8 OZ Canned Fruit (Sug) - 8 OZ Fried Egg (Sfa,Chl) - 1 EA Cheese Slice (Sfa,Chl) - 1 SLC English Muffin - 1 EA Fried Potatoes - 6 OZ Skim Milk - 16 FLOZ Coffee - 8 FLOZ Sugar PC - 2 EA	Dry Cereal - 8 OZ Fresh Fruit - 1 EA Veggie & Cheese Scramble (Chl,Sfa) - 6 OZ Fried Potatoes - 6 OZ Wheat Toast - 2 SLC Jelly (Sug) - 1 OZ Margarine (Sfa) - 0.5 OZ Skim Milk - 16 FLOZ Coffee - 8 FLOZ Sugar PC - 2 EA	Farina - 8 OZ Canned Fruit (Sug) - 8 OZ Sausage Gravy (Chl) - 6 OZ Biscuit (Sfa,Sod) - 1 EA Fried Potatoes - 6 OZ Skim Milk - 16 FLOZ Coffee - 8 FLOZ Sugar PC - 2 EA	Oatmeal - 8 OZ Fresh Fruit - 1 EA Waffles (Sod) - 2 EA Peanut Butter (Sfa) - 1 OZ Maple Syrup - 2 FLOZ Skim Milk - 16 FLOZ Coffee - 8 FLOZ Sugar PC - 2 EA	Dry Cereal - 8 OZ Canned Fruit (Sug) - 8 OZ Scrambled Eggs (Sfa,Chl) - 4 OZ Shredded Cheese (Sfa,Chl) - 1 OZ Scone (Sfa,Sod,Chl) - 1 EA Jelly (Sug) - 1 OZ Margarine (Sfa) - 0.5 OZ Skim Milk - 16 FLOZ Coffee - 8 FLOZ Sugar PC - 2 EA	Canned Fruit (Sug) - 8 OZ Scrambled Eggs (Sfa,Chl) - 3 OZ *Pork Bacon (Sfa,Sod,Chl) - 3 SLC Fried Potatoes - 6 OZ Wheat Toast - 2 SLC Jelly (Sug) - 1 OZ Margarine (Sfa) - 0.5 OZ Skim Milk - 16 FLOZ Coffee - 8 FLOZ Sugar PC - 2 EA	Multigrain Hot Cereal - 8 OZ Chilled Fruit - 8 OZ Yogurt (Sug) - 6 OZ Breakfast Pastry (Sfa,Chl,Sug) - 1 EA Skim Milk - 16 FLOZ Coffee - 8 FLOZ Sugar PC - 2 EA
	LUNCH						
Week 2	Potato Soup - 10 FLOZ Turkey & Cheese Sandwich on Wheat (Sod,Chl,Sfa) - 1 EA Shredded Lettuce - 2 OZ Mayo & Mustard (Sod) - 1 OZ Blended Vegetables - 6 OZ Chips - 1 BAG Fresh Fruit - 1 EA Fortified Drink - 8 FLOZ	Taco Soup (Sod) - 10.00 FLOZ Tuna Ceviche (Chl) - 4 OZ Spanish Rice - 6 OZ Cauliflower - 6 OZ Salsa (Sod) - 2 OZ Tortilla Chips - 2.00 OZ Fresh Fruit - 1.00 EA Fortified Drink - 8.00 FLOZ	Corn Chowder (Sod) - 10 FLOZ Chicken over Lettuce Salad (Chl) - 1 SV Sliced Onions - 1 OZ Shredded Cheese (Sfa,Chl) - 1 OZ Salad Dressing (Sfa,Sod) - 2 FLOZ Broccoli - 6 OZ Wheat Dinner Roll - 1 EA Margarine (Sfa) - 0.5 OZ Fresh Fruit - 1 EA Fortified Drink - 8 FLOZ	*Soup of the Day (Sod,Chl) - 10 FLOZ Chicken Salad (Chl) - 4 OZ Shredded Lettuce - 2 OZ Wheat Hoagie Roll - 1 EA Zucchini - 6 OZ Chips - 1 BAG Fresh Fruit - 1 EA Fortified Drink - 8 FLOZ	Texas Slaw - 6 OZ Cincinnati Chili (Chl,Sfa) - 8 FLOZ Shredded Cheese (Sfa,Chl) - 1 OZ Sliced Onions - 1 OZ Spaghetti (Sod) - 8 OZ Corn - 6 OZ Cornbread (Sod,Chl) - 1 EA Margarine (Sfa) - 0.5 OZ Fresh Fruit - 1 EA Fortified Drink - 8 FLOZ	Bean Soup - 10 FLOZ *Grilled Ham & Cheese Sandwich on Wheat (Sod,Chl,Sfa) - 1 EA Peas - 6 OZ Chips - 1 BAG Fresh Fruit - 1 EA Fortified Drink - 8 FLOZ	Lettuce Salad - 8 OZ Salad Dressing (Sod) - 1 FLOZ Roast Turkey (Chl) - 3 OZCKD Poultry Gravy - 2 FLOZ Mashed Potatoes - 6 OZ Green Beans - 6 OZ Wheat Dinner Roll - 1 EA Margarine (Sfa) - 0.5 OZ Frosted Cake (Sfa,Sod,Sug) - 1 PIECE Fortified Drink - 8 FLOZ
	DINNER						
Week 2	Lettuce Salad - 8 OZ Salad Dressing - 1 FLOZ Chicken Quesadilla (Sod,Chl,Sfa) - 2 EA Salsa (Sod) - 2 OZ Sour Cream (Sfa,Chl) - 1 OZ White Rice - 6 OZ Corn - 6 OZ Tea - 8 FLOZ	Lettuce Salad - 8 OZ Salad Dressing - 1 FLOZ Sloppy Joe (Sod,Chl,Sfa) - 6 OZ Wheat Burger Bun (Sfa,Chl) - 1 EA Carrots - 6 OZ Seasoned Potatoes - 6 OZ Ketchup - 0.5 OZ Fruit Bar (Sfa,Sod,Chl,Sug) - 1 EA Tea - 8 FLOZ	Lettuce Salad - 8 OZ Salad Dressing - 1 FLOZ Meat Loaf (Chl,Sfa) - 1 EA Baked Potato - 1 EA Sour Cream (Sfa,Chl) - 1 OZ Green Beans - 6 OZ Wheat Bread - 2 SLC Margarine (Sfa) - 0.5 OZ Tea - 8 FLOZ	Lettuce Salad - 8 OZ Salad Dressing - 1 FLOZ Cheese Pizza (Sod,Chl,Sfa) - 1 EA Blended Vegetables - 6 OZ Apple Crisp (Sfa,Sod,Sug) - 1 EA Tea - 8 FLOZ	Lettuce Salad - 8 OZ Salad Dressing - 1 FLOZ Chicken & Rice Casserole (Sod,Chl,Sfa) - 1 SV Brown Rice - 6 OZ Seasoned Beans - 8 OZ Green Beans - 6 OZ Tea - 8 FLOZ	Lettuce Salad - 8 OZ Salad Dressing - 1 FLOZ Beef Enchilada Casserole (Sod,Chl,Sfa) - 1 SV Brown Rice - 6 OZ Seasoned Beans - 8 OZ Green Beans - 6 OZ Tea - 8 FLOZ	Lettuce Salad - 8 OZ Salad Dressing (Sod) - 1 FLOZ Chicken Marinara (Chl) - 8 OZ Pasta (Sod) - 8 OZ Carrots - 6 OZ Focaccia Bread (Sod) - 1 EA Fresh Fruit - 1 EA Tea - 8 FLOZ