

# The Coffee Talk

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## A Message from Superintendent Thrasher

Greetings!

As you may know, March is Women's History Month - An important time to recognize the strength of all women and the courage it takes to rise above the challenges we face.



History is full of women who have experienced failure, injustice, poverty, addiction, trauma and rejection - and still rebuilt their lives. Change does not happen overnight. It happens through discipline, accountability, education and making a decision to do things differently.

I've met many women at CCCF who own their struggles and the actions that led them to incarceration. Your past is a fact but it is not your identity, and true strength is not pretending struggle doesn't exist - It's choosing growth, healing, and self-improvement in spite of it. It's breaking cycles, supporting one another and believing that your future can be different from your past.

Each one of us is a daughter, a mother, a sister, a friend, and a strong influence in someone else's life. I encourage you to continue to work on yourselves. Being a woman is powerful and you have the power to shape the world around you.

Growth is a daily choice and the steps you take today make for a better tomorrow.

This month, and every month, we celebrate the courage, resilience and power of women - past, present and future.



**To: All Adults in Custody**  
**Subject: Changes to Visiting Days**

You may have heard that DOC, like all other state agencies, is experiencing budget pressures and staffing challenges. Because of this, we need to make some changes. We want you to know that visiting days will be reduced at all facilities in the coming months. If you are in minimum custody, visiting will be on weekends only, unless noted for holidays or special events. If you are in medium custody, visiting will be on two weekdays and on weekends.

We know this is difficult news. Visiting is a key part of supporting the well-being of adults in custody, maintaining family ties, and preparing individuals for successful reentry. DOC remains committed to ensuring visits continue to play a meaningful role within our facilities. We are trying to make this a short-term change, not a permanent one. As budget conditions change, we will always be looking for ways to increase visiting options. Adjusting visiting schedules is one of many steps DOC is taking to help manage the budget challenges while we balance maintaining safety and daily operations such as dayrooms, yard times, programming, education, and other operational requirements.

Let your family and friends know they should call or check with the facility to find out the exact visiting days and times or to check our website. They can also sign up for real-time visiting alerts, so they receive text and emails about changes as they happen.

**Effective April 1, 2026:**

Visiting days and hours for **CCCF (Medium):**

- Saturday: 1:30 pm – 4:00 pm and 6:00 pm – 9:00 pm
- Sunday: 1:30 pm – 4:00 pm and 6:00 pm – 9:00 pm
- Monday: 1:30 pm – 4:00 pm and 6:00 pm – 9:00 pm
- Tuesday: 1:30 pm – 4:00 pm and 6:00 pm – 9:00 pm
- Holidays: When a state-observed holiday falls on a Thursday, visiting hours will be 8:00 am – 10:30 am and 1:30 pm – 4:00 pm. If a holiday falls on any other day of the week, visiting hours will be 1:30 pm – 4:00 pm and 6:00 pm – 9:00 pm.

Visiting days and hours for **CCCM (Minimum):**

- Saturday: 1:30 pm – 4:00 pm and 7:00 – 9:30 PM
- Sunday: 8:00 am – 10:30 am, 1:30 pm – 4:00 pm and 7:00 – 9:30 PM
- Holidays: 1:30 pm – 4:00 pm and 7:00 – 9:30 PM
- *\*Holiday visiting will be held on state-observed holidays and will be held on any day of the week, Monday through Sunday, regardless of which day the holiday falls on.*

Visiting days and hours for **CCIC (Permanent Intake Orderlies ONLY):**

- Thursday: 6:00 pm – 9:00 pm
- Sunday: 8:00 am – 10:30 am
- Holidays: When a state-observed holiday falls on a Thursday, the CCIC visiting hours listed above will be maintained.

Thank you for your patience and understanding.

# NOTICE TO AICS: Passing of Lemminie Picard

March 11, 2026

To the Residents of CCCF,

Sadly, I am writing to share that AIC Leminnie Picard passed away today.

We understand that the loss of someone in our community can be difficult. If you are struggling or need someone to talk to, support is available. Behavioral Health Services (BHS) staff are available and can provide support to those who need it.

Please continue to take care of yourselves and look out for one another. If you feel you need support, you are encouraged to reach out to staff so that appropriate resources can be made available.

Information regarding memorial or service details will be shared as it becomes available.

Respectfully,



Charlotte Thrasher  
Superintendent  
Coffee Creek Correctional Facility

## CCCF Medium Unit Representative Elections

The election for **CCCF Medium Unit Representatives** will take place on **March 19th from 8:00 AM – 10:00 AM in M111.**

Each unit will be **called down one at a time** to cast their votes. Please wait for your unit to be announced before coming to the voting area.

All individuals who participate in voting will receive **a cookie and a sticker** as a thank-you for taking part in the process.

Below you will find the **candidates and what they hope to accomplish if elected.** Please review their statements and **be prepared to vote next week.**

Your voice matters—**make sure to participate!**

# GIRL SCOUT COOKIE DELIVERY



Continuing the spirit of Women's History Month, we were proud to welcome local Girl Scouts who came to deliver the cookies purchased by AICs during their annual fundraiser.

The Girl Scouts program has been helping girls build courage, confidence, and leadership skills for more than a century. Founded in 1912, Girl Scouts has grown into one of the largest leadership organizations for girls in the world, serving millions of members who learn skills in teamwork, service, entrepreneurship, and community involvement.

The Girl Scout Cookie Program itself is more than just cookies. It is the largest female-led entrepreneurial program in the world. Through selling cookies, girls learn goal setting, money management, decision making, people skills, and business ethics. Many women who go on to become leaders in business, government, science, and community service started their leadership journeys in programs like Girl Scouts.

Seeing these young leaders delivering the cookies was a great reminder of what Women's History Month represents. The achievements of women today are built on opportunities created for girls yesterday. Programs that encourage leadership, confidence, and service help shape the future. Moments like this connect generations and highlight the importance of empowering girls and women to lead, serve, and make a difference in their communities.

## *Super Bowl Trivia Night*



Minimum hosted a Super Bowl Trivia Night after the big game, bringing great energy and teamwork to the unit! Thank you to Life Skills and the AIC volunteers who helped make it happen.

## *Baby Bonding Program Update*



CCCF will begin allowing diaper changing during designated Baby Bonding visits in the Medium Visiting Room. A portable changing station will be available during scheduled sessions to support appropriate caregiving activities while maintaining established safety and sanitation standards.

This adjustment is intended to support continued family connection during Baby Bonding visits. Please refer to the FAQ and accompanying photo in this issue for additional information. The official start date will be confirmed soon.

# CCCF FAQ's Regarding Pregnant and Postpartum AICs

## **Q: What is Baby Bonding and what are AICs allowed to do during this time?**

**A:** Baby Bonding is a special visit that occurs on Monday and Thursday mornings from 8am-10:30am in Medium Visiting, where the guardian brings the infant (up to 18 months old unless otherwise approved) to spend quality time with the AIC mother. These visits do not count against the AICs monthly visiting points, and the guardian may bring other pre-school age children residing in the household. The AIC can participate in the following caregiving activities:

**Diaper changing:** The AIC can use the portable changing station that is stored in the closet in the visiting room and is expected to sanitize it after each use. Dirty diapers should be bagged in individual bags before being thrown in the garbage. AICs can utilize sanitation wipes to clean hands until they can be supervised to use the AIC bathroom in the processing area.

**Breastfeeding:** Utilize the side room to play with children, rock baby, etc. As with any visit, AICs participating in Baby Bonding may be selected for security searches following the visit.

## **Q: What is the difference between a “support person” and a “guardian” on the birth plan?**

**A:** The “support person” is the approved individual who is allowed to be in the hospital room with the AIC during and after labor/delivery. The “guardian” is the approved person assigned to take the baby home at discharge from the hospital.

## **Q: Can the guardian go into the side room with the AIC and baby/children?**

**A:** Yes. While this is typically not allowed during normal visiting, it is approved in Baby Bonding. The side room should be a shared space for all of the participants to use if they wish.

## **Q: Are AICs allowed to breastfeed in regular visiting?**

**A:** Yes. The Visiting Rule speaks to visitors who need to breastfeed and states it should be done in an area that is not disruptive to the rest of the visiting room. This will apply to AICs as well. Breastfeeding should be done discretely. Therefore, AICs wishing to breastfeed will be issued a coverup that they may take to and from the visiting room. Extra coverups will be kept in the desk/podium and can be borrowed upon request and sent to the clothing room after to be laundered. If breastfeeding can be done with discretion, AICs and/or visitors may do this at the table where their visit is happening.

Continued...

# CCCF FAQ's Regarding Pregnant and Postpartum AICs

## **Q: What is a doula and what is their role?**

**A:** A doula is a non-medical person who provides guidance and support to pregnant women before and during labor as well as post-partum up to 12 months. At Coffee Creek, the doula team provides individual and group support and they may be present at the hospital for labor, delivery and post-birth. They may have pre-approved items that assist the delivering mother during labor and are authorized to take photos which will later be reviewed and provided to the AIC.

## **Q: Are AICs allowed to pump in the dorm setting?**

**A:** Yes. All postpartum AICs who wish to pump are issued a unit through Medical. Regardless of whether the AIC is housed in a dorm or cell setting, they will need to pump at varying times during the day, including during count and at night time. When living in a dorm, they will be issued a privacy curtain and coverup from the clothing room that attaches by magnet to the metal on the bunk.

## **Q: Are pregnant and postpartum AICs provided different clothing than other AICs?**

**A:** Yes. Pregnant and postpartum AICs will be offered maternity/postpartum scrubs, maternity/postpartum underwear, and nursing bras. These will be issued through the clothing room.

## **Q: What are the receiving blankets given to pregnant AICs?**

**A:** Each pregnant AIC who wishes to participate is provided a small receiving blanket by the Family Advocate. The AIC is able to keep this with her in her bed area so it gains her scent. She may then take it with her when she goes to the hospital to give birth and give it to the guardian to take home with the baby.

Upon request and approval, the AIC may also be permitted to return to the institution after giving birth with a receiving blanket that had been used by the baby in the hospital. This can be helpful for mothers in milk production.

## **Q: When doing tier/bunk checks and I come upon an AIC who is either in their cell or on their bunk pumping, can this be considered a PREA violation?**

**A:** No. Conducting professional and random tier/bunk checks is an essential duty that maintains the safety and security of the institution. Much like incidentally looking into a cell and seeing someone is using the toilet – a quick glance to ensure the cell is safe and moving on is the expectation. If someone is pumping, a quick glance then proceeding on to the next cell/bunk is appropriate.



# Financial Services

## Informational Briefing

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

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

### Plan Ahead

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

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

Business Services does not hold CD28/CD28Ps.

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

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

### Responsible Financial Management

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

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

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

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

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

### Questions?

*AICs may submit an AIC Communication form to Business Services (electronic communication option preferred & available on the tablet). Friends and Family may submit questions to [dldoctrustinfo@doc.state.or.us](mailto:dldoctrustinfo@doc.state.or.us).*

*FS AIC Info Briefing Aug 2025*

# REQUESTING A VISITING EXCEPTION

## Visiting is a Privilege

All visiting is governed by Oregon Administrative Rule (OAR 291-127) under the Oregon Department of Corrections.

Exceptions to normal visiting limits are not guaranteed and requests are reviewed on a case-by-case basis.

## Monthly Point Allotment by Incentive Level:

The total number of points an AIC receives each month is determined by their behavior and program performance:

| Incentive Level | Bonus Points (NCI) | Total Monthly Allotment |
|-----------------|--------------------|-------------------------|
| Level I         | 0 Points           | 24 Points               |
| Level II        | +5 Points          | 29 Points               |
| Level III       | +10 Points         | 34 Points               |

## How Points Are Deducted

Points are deducted from the AIC's balance for each visitor (excluding those under age 3 or over age 65):

- Weekdays: 1 point per visitor, per session.
- Weekends & Holidays: 2 points per visitor, per session.
- Special Events: Visiting points are typically not deducted for designated enhanced or event visits (such as graduations or banquets).

## WHAT IS A VISITING EXCEPTION

**You must submit a request to your counselor if you are asking for:**

- Extra visiting points:  
\*NOTE: These will only be reviewed and considered when there are extenuating circumstances and are not intended to be an ongoing accommodation/exception.
- More than the normal number of visitors at one time this is a case-by-case decision.
- Co-visiting requests (including domestic partnership) MDT – Updates requests every 90 days MDT will review
- A special visit outside normal scheduling MDT will review
- Please note: Due to visiting room capacity, double visits for holidays and special events are not likely to be approved.

Note: All visitors MUST be on the visiting list

Continued...

## **HOW TO REQUEST AN EXCEPTION:**

- Submit a KYTE to your assigned Counselor.
- Submit the KYTE at least 30 days before the requested visit date.
- Clearly include:
  - Type of exception requested
  - Names of visitors (must already be approved)
  - Requested date(s)
  - Reason for the request

Incomplete or late requests may be denied.

## **HOW YOUR REQUEST IS REVIEWED**

- Your Counselor will review your eligibility.
- Final approval or denial is made by facility administration and or counselor
- Approval depends on:
  - Your behavior and disciplinary status
  - Institutional security
  - Visiting room capacity
  - Staffing levels

## **HOW YOUR REQUEST IS REVIEWED**

- Your Counselor will review your eligibility.
- Final approval or denial is made by facility administration and or counselor
- Approval depends on:
  - Your behavior and disciplinary status
  - Institutional security
  - Visiting room capacity
  - Staffing levels

## **IMPORTANT TO KNOW**

- Approval is not automatic.
- Approval for one request does not guarantee future approval.
- Failure to follow the process may result in denial.
- All standard visiting rules still apply

# Announcing An Exciting New Opportunity for AICs!

**We are pleased to share that CCCF will be creating a Media Team!**

This is a great opportunity to learn or strengthen your skills in professional communication, technical writing and content development. AICs who are motivated, reliable, and interested in being a part of sharing the great things happening at CCCF are encouraged to apply!

**NEW**

## WORK ASSIGNMENT OPPORTUNITY

# Join the AIC Media Team!

**CCCF is launching our first AIC Media Team!**

This new opportunity is perfect for those interested in capturing the great things happening at our facility. Your work will be shared in both staff and AIC newsletters, DOC's social media and online blog, and external publications.

There are 4 positions available: 2 at CCCF and 2 at CCCM.

This team will be supervised by CCCF's Public Information Officer (PIO), Amber Knight

PRAS Points: 15 - 17

### Duties Include:

- Weekly check-ins with supervisor to review and assign work
- Take photos at assigned events
- Draft articles for newsletters & publications
- Collect media releases
- Conduct initial review of photos & edit accordingly
- Assist PIO at events with media presence

### Requirements:

- Incentive Level 3
- 6 months clear conduct
- For AICs housed in Minimum, preference will be given to those who are gate cleared

### Interested?

Kyte an application to IWP. Please include a sample of your writing, sharing why you would like to be considered for this opportunity.

*\*Applications that do not include a writing sample will not be considered.*

**Deadline to Apply: March 15, 2026**

## Tier Representative Program

**CCCF WANTS YOU FOR THE TIER REP PROGRAM**

*Serve Your Community Through Collaborative Problem Solving*

Help address facility-wide AIC concerns and promote *Solution-focused communication!*

**HOW TO PARTICIPATE:**

- ✓ Be at CCCF at least 1 year with good conduct
- ✓ Be a Level 3
- ✓ Maintain full-time work or programming
- ✓ Commit to 1 year as a Tier Rep

**SUBMIT YOUR APPLICATION BY 03/11/2026 TO PARTICIPATE IN THE ELECTION TO BE YOUR UNIT REPRESENTATIVE!**

*Let's Improve Our Facility - Together!*

CCCF is introducing a Tier Representative program to create a more organized way for concerns and ideas to be shared and discussed. The goal is to provide a structured setting where feedback from AICs can be clearly communicated and addressed through regular discussion with staff.

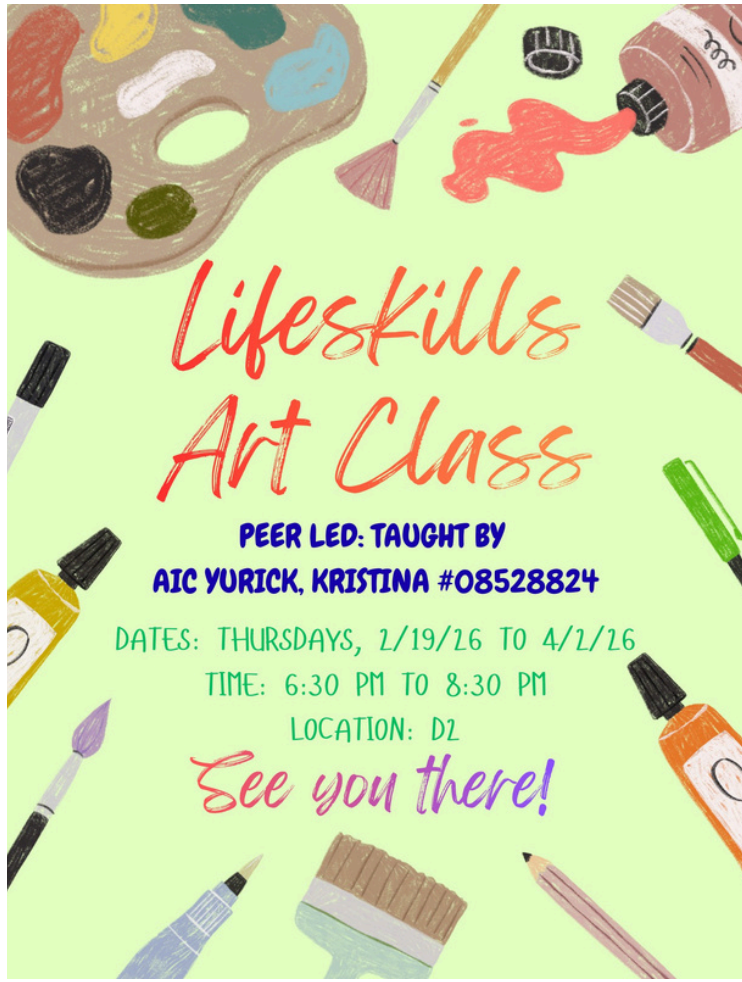
Due to the number of applications received, representatives will not be selected by individual units. Instead, representatives will be elected to help represent the Medium side as a whole.

Once elected, Tier Representatives will meet monthly with staff and officers to discuss concerns, share ideas, and help communicate information back to the population. These meetings are intended to create a consistent, respectful space where issues can be brought forward and discussed in an organized way.

To select the representatives, a voting event will be held on March 19th from 8:00 AM to 10:00 AM in room M-111. AICs will be called to the room to vote when the time comes.

Your participation helps ensure that the representatives chosen reflect the voices and concerns of the Medium population.

## Lifeskills Art Class



**Lifeskills  
Art Class**

**PEER LED: TAUGHT BY  
AIC YURICK, KRISTINA #08528824**

**DATES: THURSDAYS, 2/19/26 TO 4/2/26**  
**TIME: 6:30 PM TO 8:30 PM**  
**LOCATION: D2**

*See you there!*

## TACE 2026 is coming!!!



Coffee Creek and Wilsonville Rotary's annual children's event, TACE, (Through a Child's Eyes), will be on August 8<sup>th</sup> and 9<sup>th</sup> this year.

Saturday, August 8<sup>th</sup> for Minimum.  
Sunday, August 9<sup>th</sup> for Medium.

This event is open to all of your school-aged children or grandchildren. (Sorry, no nieces or nephews).

Applications will be delivered to all housing units in March.

Remember, your children, grandchildren, and caregivers must all be on your approved visitor list to participate.

If they are not currently on your list, now is the time to start that process.

It's going to be a fun one!  
Stay tuned for more information.

## CALL FOR CREATIVE SUBMISSIONS

We are now accepting submissions from AICs for future editions of Coffee Talk. If you enjoy writing, drawing, or being creative, we would love to see your work. You may submit artwork, poetry, short stories, essays, or other original creative pieces for consideration.

This is a great opportunity to share your talent, express yourself, and have your work seen by others in the facility.

To submit your work, please kyte Amber Knight and include your submission. We look forward to seeing what you create.

**All residents, visitors and  
staff are welcome to wear  
a mask to help prevent  
the spread of germs.**



*Masks can help prevent the spread of respiratory infections.*

We have the power to stop infections. **Together.**





# Coffee Talk

## Corridor Color Vote

### Time to vote for your favorite color!

A vote will be coming out soon on the tablets so everyone has the chance to weigh in on the color that may be used for the walls throughout the corridor.

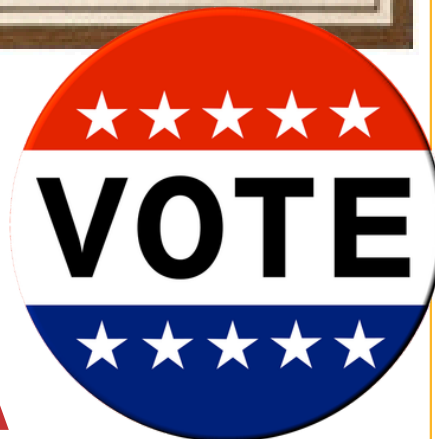
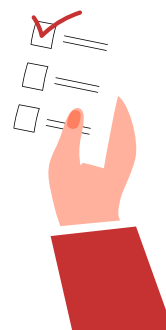
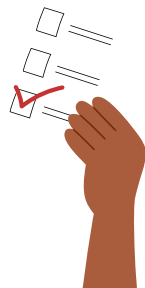
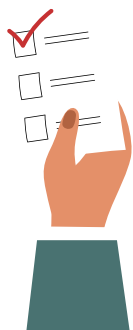
Take a minute when the vote appears on the tablets and choose the color you like best. This is a chance for staff to have a voice in the look of the space we all work in every day.

Keep an eye on the tablets so you do not miss the opportunity to cast your vote. Your input helps shape the environment we share.



### Coffee Talk Tip:

It only takes a minute, but your vote helps guide the final decision.





**Choose healthful foods from all food groups to power your day with a variety of nutrients. Fuel your body with energy by using these tips:**

- Vary your nutrition by requesting the Meat-Alternative Tray (MAT), at lunch and dinner, throughout the week.
- Request peanut butter at breakfast or beans at lunch and dinner to replace the meat entrée.
- Request fruit instead of dessert.
- Choose commissary foods with the heart icon for heart-healthy options.
- Eat a variety from all food groups including grains, protein, fruits, vegetables, and dairy or calcium-rich foods.
  - **Grains:** Cereals like oatmeal, bread, rice, pasta, tortillas, popcorn, etc. Make half your grains whole grains for added nutrients by choosing 100% whole wheat products or brown rice.
  - **Protein:** Lean meat, poultry without skin, fish, eggs, beans, peas, lentils, nuts, seeds, etc.
  - **Fruits & Vegetables:** Eat a rainbow for a variety of nutrients.
  - **Dairy or calcium-rich foods:** Nonfat or low-fat milk, yogurt, cheese or fortified milk alternatives, broccoli, sunflower seeds, almonds, etc.

# Parenting Plan Workshop

CCCF/CCCM NOW OFFERING  
**PARENTING PLAN WORKSHOP**

Looking to file a parenting plan upon release (6 months or less)?

Paperwork & Instructions Provided

MONDAY, APRIL 13<sup>TH</sup> (Medium) – 10 slots

MONDAY, APRIL 20<sup>TH</sup> (Minimum) – 20 slots

Class Time 3-4pm

RSVP via Kyte to Ms. April, Family Advocate



## Quick Reset 3 Ways to Calm Down in 5 Minutes

**1. Breathe Slow** Breathe in for 4, hold for 4, breathe out for 4.



Breathe in for 4, hold for 4, breathe out for 4.  
Repeat 5 times.

**2. Ground Yourself** Name 5 things you see,



4 things you hear,  
3 things you can touch.

**3. Write It Down** Put your thoughts on paper.



Put your thoughts on paper.  
Let it out of your head.

*Pause first, then respond.*

## VICTIM / OFFENDER EDUCATION GROUP (VOEG)

Information Meeting: Thursday, March 19, 2026  
Class Begins: A Thursday evening following the meeting

The Victim/Offender Education Group (VOEG) is a 26-week intensive program based on the principles of Restorative Justice. This course is designed for those who want to better understand themselves and how their crimes have impacted their victim(s), families, and community.

Course Focus Areas:

1. Offender Education and Accountability
2. Victim Impact and Sensitivity
3. Victim/Offender Dialogue with a Surrogate Panel

The purpose of this training is to help participants fully understand and take responsibility for the impact of their actions and make meaningful changes toward a productive life free from prison.

Classes meet weekly for 2 hours on Thursday evenings. Class size is limited to 8-10 participants.

Attendance at the March 19 informational session is required to be considered for the class.

To attend the information session, send a kyte to the Minimum Chaplain (Brault).

## ATTENTION

A message was recently sent to your tablets notifying you that Electronic AIC Communication Forms are now available for Inspector 1 (ONLY) through the tablet system.

This electronic option allows for quicker review and response. A few submissions have already been received and addressed promptly.

If you need to contact Inspector 1, you are encouraged to use the electronic communication form on your tablet rather than submitting a paper AIC communication form. Utilizing the tablet format helps improve efficiency and response time.

Thank you for using the electronic option moving forward.

## NOTICE REGARDING TUBERCULOSIS TESTING

**Starting in February, Tuberculosis testing will be changing for the ODOC. Lab draws will be the primary offer, if that is refused then a skin test will be done. If both tests are refused, you will be placed on daily TB observation, this part has remained unchanged.**

**Empezando en febrero del 2026, cambiará la forma en que el departamento de correcciones hace la prueba de tuberculosis (TB). Primero, se ofrecerá un análisis de sangre. Si la persona se niega al análisis de sangre, entonces se hará una prueba en la piel. Si la persona se niega a ambas pruebas, será colocada en observación diaria para observar síntomas de tuberculosis. La práctica de ser colocado en observación diaria por tuberculosis no ha cambiado.**

## From the Administrative Rules Program

Below is the list of status changes made to DOC administrative rules since 12/11/2025.

### PROPOSED RULES:

#### 291-041 Searches (Institutions)

- Amends rule to authorize and establish the department's policy and procedures for the implementation and use of electronic searches (body scanners) in Department of Corrections facilities for the searching of adults in custody.
- **Comment Period:** Comments must be received by the Rules Office before 12:00PM (noon) on 3/25/26.

#### 291-076 Suicide Prevention in Correctional Facilities

- Amends rule to replace "inmate" with the statutorily required term "adult in custody"; use person-first, gender-neutral, and community-accepted language and standard department definitions and terminology; clarify the rules or processes; and update processes.
- **Comment Period:** Comments must be received by the Rules Office before 12:00PM (noon) on 3/25/26.

#### 291-139 Legal Affairs (AIC)

- Amends rule to 1) allow the Legal Library to make copies of letters addressed to the Attorney General and the District Attorney, and 2) allow adults in custody to access secure network storage.
- **Comment Period:** Comments must be received by the Rules Office before 12:00PM (noon) on 3/25/26.

#### 291-180 Interstate Compact

- Amends rule to incorporate by reference the current official ICAOS rules adopted by the Interstate Commission for Adult Offender Supervision effective April 1, 2026.
- **Comment Period:** Comments must be received by the Rules Office before 12:00PM (noon) on 3/25/26.

### TEMPORARY RULES:

#### 291-041 Searches (Institutions)

- Amends rule to authorize and establish the department's policy and procedures for the implementation and use of electronic searches (body scanners) in Department of Corrections facilities for the searching of adults in custody.
- **Effective:** 1/23/2026 through 7/21/2026

#### 291-139 Legal Affairs (AIC)

- Amends rule to 1) allow the Legal Library to make copies of letters addressed to the Attorney General and the District Attorney, and 2) allow adults in custody to access secure network storage.
- **Effective:** 1/26/2026 through 7/24/2026

Continued...

**PERMANENT RULES:**

**291-001 Procedural Rules**

- Amends rule to add Corrections Ombudsman and Nine Tribes to the required notice list; add new rule, OAR 291-001-0023, relating to public requests for rulemaking notices to align with new online signup process; provide correction, clarification, and consistency within these rules and remove unnecessary or redundant language; and update and reorganize OAR 291-001-0080 relating to requests for copies to align with current process and for clarity, and to add a fee schedule for paper copies.
- Effective: 1/20/26



Handwashing with soap and water remains one of the most effective ways to prevent the spread of communicable illness in a shared living environment. In correctional facilities, where individuals share common areas, equipment, and high-touch surfaces, germs can spread quickly. Washing hands thoroughly for at least 20 seconds before meals, after using the restroom, after recreation, and after contact with shared surfaces helps reduce transmission. Even when feeling well, individuals can carry and spread germs. Consistent hand hygiene protects not only the individual, but the entire facility community.

## PREA Information PREA Reporting - Tablets

Effective February 5, 2024, AICs may submit reports of sexual abuse or sexual harassment on the tablet. While this is a *confidential* reporting mechanism, it is not *anonymous*. AICs who wish to remain anonymous have the option of contacting the Governor's Office and requesting to have personally identifying information redacted. All reports received via this mechanism will only be viewed by the HQ PREA Team, in the Office of the Inspector General. Reports will be assessed by this office and will be referred to the appropriate investigative entity. The fastest way to get help is to report directly to a staff member at your facility; reports received via this form will only be reviewed during business hours.

To access the form, log into the tablet and go to the free side. Open the **Requests** application and select **Others**. Fill out the **PREA form** and push **Send**. A pop-up message will appear with the completed request. Push **Send Request**. Push **Okay** when the confirmation notification appears.

It is important to remember that if you log into the tablet and allow another person to use the tablet, or allow them to use your PIN, they will be able to view any forms you have submitted. Please protect your confidentiality and do not allow others to use your PIN.

### PREA vs. Non-Assaultive Sexual Activity

We have received a lot of questions regarding the difference between a PREA allegation, and an allegation of non-assaultive sexual activity.

Non-assaultive sexual activity is a consensual sexual act that takes place between two or more AICs. Because consent can be complicated in a correctional setting, we require an initial triage to determine if it is consensual.

AIC-AIC sexual abuse includes sexual contact in which the victim does not consent, is coerced into such act by overt or implied threats of violence or is unable to consent or refuse.

Non-assaultive sexual activity occurs when AICs are engaging in sexual activity without violence, threats of violence, coercion, or the use of a weapon.

When two AICs are suspected of engaging in sexual activity, it is important that they are questioned separately to determine if the activity was consensual. If both AICs state the sexual activity is consensual, it is a rule violation and not a PREA allegation, and both parties may be held accountable.

### Confidentiality During a PREA Allegation

It is expected that staff make every effort to keep PREA related allegations as confidential as possible. Staff are expected to not discuss this information unless there is a legitimate need to do so, such as if they are directly involved in the investigation or ensuring safety of an AIC. If there are suspected confidentiality violations, please ensure you notify the PREA Compliance Manager, or you may also report it through the PREA reporting option on the tablet, or on the AIC phone system. AICs can also assist in keeping information confidential by not gossiping about suspected allegations.

### Victim Advocacy

Every AIC at CCCF has the right to have a community-based (non-DOC) victim advocate be present to

## PREA Information cont.

provide emotional support during any investigative interview and may contact an advocate, even if they don't wish to report a PREA allegation. Any AIC at CCCF who has experienced sexual abuse may reach a community-based advocate at the Center for Hope and Safety by making a language selection, entering your AIC PIN, then pressing 0\*711. AICs may, also, 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. Phone calls to advocates are free and they are not monitored or recorded.

### Opposite Gender Announcements

As part of the PREA standards, staff must announce their presence when they enter a housing unit where there are AICs of the opposite gender as themselves. 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 a need to re-announce). Opposite gender announcements are done utilizing a doorbell system. When you hear the doorbell, opposite gender staff will be entering the housing unit.

It is also important you undress in the appropriate locations. There are cameras throughout the facility so the designated changing/bathroom areas are the only areas you should be without undergarments.

### AIC Newsletter Article – 2022

#### **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.

### Artículo Boletín AIC – 2022

#### **Ley de Eliminación de Violaciones en Prisión (Información PREA)**

El Departamento Correccional de Oregon (ODOC) tiene cero tolerancias para el abuso sexual, el acoso sexual, y las represalias por denunciar un incidente. Puede informar en persona a cualquier miembro personal a través de una comunicación de AIC (adulto bajo custodia) o a través del sistema de quejas. Puede llamar a la línea directa de PREA, seleccionar el idioma y luego marcar 91 de cualquier teléfono de AIC.

#### Presentación de un informe PREA anónimo

Si no está seguro de presentar una acusación ante PREA, puede presentar un informe anónimo con una agencia externa.

Puede escribir a:

Governor's Constituent Services Office  
900 Court Street NE, Suite 254  
Salem, Oregon 97301

Por favor indique al comienzo de su carta, que está presentando una denuncia ante PREA y quiere permanecer anónimo. La Oficina del Gobernador remitirá todas las denuncias anónimas al Coordinador de PREA para garantizar que se complete una investigación basada en la información proporcionada.

## 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 located 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 similar to 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:

E. Sage, PREA Coordinator

Oregon Department of Corrections

## Visualización/Anuncios de género opuesto

El personal del género opuesto se anunciará cuando ingresa a una unidad de vivienda, tocando un timbre. Esto debe hacerse cada vez que cambie el statu quo de la supervisión de género en una unidad de vivienda (si ya hay un miembro del personal del sexo opuesto en la unidad, entonces no es necesario volver a anunciar). Cuando escuche el timbre, el personal del sexo opuesto estará ingresando a la unidad de vivienda, así que asegúrese de estar cubierto adecuadamente.

También es importante que se desnude en los lugares apropiados. Si se encuentra en un área de literas, hay cámaras en toda la instalación. Existen áreas designadas para cambiarse, el baño es la única área en la que puede estar sin ropa interior. La visualización de sexo opuesto puede ocurrir incidentalmente cuando el personal realiza controles de celda de rutina. Puede minimizar esto siendo consciente del género de la supervisión en su unidad de vivienda y asegurándose de cubrirse cuando sea posible.



## Programa de defensa (apoyo) basado en la comunidad PREA

ODOC se ha asociado con defensores confidenciales basados en la comunidad de víctimas de abuso sexual para brindar servicios a los AIC.

Los AIC en ODOC que han pasado por abuso sexual pueden comunicarse con un defensor comunitario seleccionando un idioma, ingresando su PIN de AIC, luego presionando 0\*711 sistemas telefónicos. También pueden solicitar una llamada privada a través del Gerente de Cumplimiento de PREA en la instalación. Los defensores brindan a las víctimas de abuso sexual información sobre sus opciones, recursos, y apoyo emocional. No hay ningún cargo por las llamadas a los defensores.

La línea de crisis de defensa basada en la comunidad es para personas que necesitan ayuda acerca de los problemas relacionados con el abuso sexual y no debe usarse para otros fines.

Las llamadas telefónicas y el correo con los centros de defensa basados en la comunidad se consideran comunicaciones privilegiadas y se manejarán de manera similar a las llamadas legales/correo oficial.

Todas las llamadas de defensa no son monitoreadas ni grabadas.

Los defensores brindan apoyo confidencial e intervención en crisis, le informaran sobre la investigación y el proceso del examen médico, lo educaran sobre cómo curarse del abuso sexual y ofrecen recursos y referencias.

Los defensores no le dirán qué hacer, no se comunicarán con la institución a menos de que usted les solicite que lo hagan y firmen un comunicado. No le brindarán asesoramiento legal.

Los centros de defensa basados en la comunidad brindaran apoyo en caso de abuso sexual a personas de todos los géneros. Los defensores comunitarios no informarán a nadie a menos de que usted les solicite que lo hagan y si usted firma una divulgación de información.

La sede internacional de Just Detención (Just Detention International Headquarters) es un recurso de defensa nacional y se puede contactar en:

3325 Wilshire Blvd., Suite 340

Los Angeles, CA 90010

Si tiene cualquier pregunta sobre PREA, puede preguntarle a un miembro del personal, escribir al Gerente de Cumplimiento de PREA en su institución, o puede escribir a:

E. Sage, PREA Coordinator

Oregon Department of Corrections

3601 State Street

Salem, Oregon 97301