








Powder River

December 5, 2025

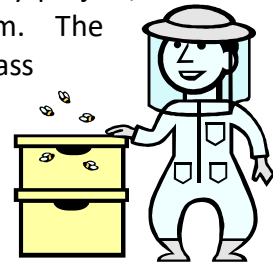
Adults in Custody (AIC) Newsletter



FRI DEC 5 TH	SAT DEC 6 TH	SUN DEC 7 TH	MON DEC 8 th	TUE DEC 9 th	WED DEC 10 th	THU DEC 11 th
						
H: 41 L: 35	H: 43 L: 32	H: 44 L: 30	H: 44 L: 34	H: 46 L: 35	H: 47 L: 31	H: 44 L: 29
Rain	Snow Showers	Showers	Showers	Showers	Showers	Mostly Cloudy

What's all the buzz about?

Honeybees are responsible for approximately 80% of all fruit, vegetable and seed crops in the U.S. Beekeepers have recently been experiencing unexplained colony collapse, a complete disappearance of bees from a hive. As part of the ODOC's sustainability project, Powder River is offering an apprenticeship level beekeeping program. The beekeeping program will be a yearlong course that is a combination of class room and hands on learning and maintaining of honey bee hives. Upon completion of the apprenticeship program you will be certified through the Washington Master Beekeeping Program and would be eligible to continue the journeyman and master levels through the Oregon State University (OSU) after release.



Minimum Requirements: one year left before release date or entering treatment; **must be outside cleared**; must have GED or enrolled to obtain GED; incentive 3 level preferably; **NO known bee allergies.**
Cost: **\$20.00 for workbook.** CD28 Instructions:

- a. Purpose: Bee Keeping Class
- b. Payable to: PRCF Art #2480

Classes start in March, 2026

If classes conflict with your work assignment, you must arrange with Work Supervisor to attend classes.

Please keep in mind that this will be an educational course and will not be counted as work, you will receive PRAS points at the level of any other education program.



To enroll please send a communication and complete a CD28 to Mr. Kennedy by 28 February, 2025

SEASONAL RECRUITMENT

Adults in Custody Fire Team



Do you need a job skill? Would you like to work in the forest? Do you want to be trained to fight wildland fires? Then you need to apply to be a part of the DOC's Adults in Custody Fire Team.

To qualify for this exciting opportunity, you:

- Must be a Classification Level 1 Unfenced.
- Your projected **release date or start date of eligibility window for treatment program** should be after **10/01/26**.
- AICs in treatment program **CANNOT** participate in the fire crew at this time.
- You must be medically approved to work in the forest. You must be reasonably fit to perform the duties of the assignment with no asthma or heart conditions.
- You must be approved by your counselor (**Do not request authorization from your counselor. Please submit application directly to Mr. Kennedy**)
- There are limited training spots.

You will be automatically disqualified if you:

- Have been convicted of a sexual offense, including attempts
- Have been designated "predatory" in any State
- Have been convicted of Arson or attempt

Working as a wild land firefighter is long, hard, strenuous work. The hours can be 10-16 hours a day in inclement weather over uneven terrain, requiring climbing, bending, stooping, digging, and lifting up to 50 pounds repetitively. Pre-qualified candidates must pass the Pack Test (walk 3 miles with 45lbs pack in 45 minutes). If you are selected, you will be trained in wild land firefighting and possibly in chainsaw training. In addition, your training may include various natural resource topics, First Aid and CPR Certification, and Food Handlers card.

The benefits are priceless – you would be working outdoors in a natural setting as part of a team assisting the Oregon Department of Forestry in maintaining healthy forests and protecting them from wild land fires. You will receive a certificate of program completion and upon release you will have a job skill in the wildland fire fighting field.

Firefighters earn the following:

- PRAS of **14-17 points per day** (Camp Support 14 and Fire Suppression 17), **plus**
- Meritorious award of **\$12.50 per day** on fire (camp or suppression), **plus**
- Reentry Savings account of **\$12.50 per day** per fire (camp or suppression)

If you believe you meet the above criteria and would like to be considered for this work opportunity, please send a complete application form to

Mr. Kennedy, IWP Coordinator.

Oregon Fast Facts

Did you know:

- Oregon has no sales tax, so it's basically like everything is on sale all the time.
 - Oregon is for lovers. Her birthday is Valentine's Day, February 14, 1859.
 - Sometimes bigger is better. Oregon is the ninth largest state in the union, covering 98,380 square miles.
 - Oregon is bordered by Washington, Idaho, Nevada, California and the Pacific Ocean.
-

Stored Holiday Commissary

The 2025 holiday spending period will be from Monday December 1st, 2025 through Friday January 2nd, 2026.

Due to the spending limit increase during the holiday season for incentive levels 1 thru 3, many adults in custody will acquire more canteen items and subsequently find they do not have enough room to store these items properly.

For this time period only, December 1st, 2025 through February 2nd, 2026 you will be allowed to store one large bag of holiday canteen items in your assigned mud locker.

You will be responsible for maintaining the level of sanitary conditions outlined in the AIC Handbook.

If you decide to store holiday canteen items in your mud locker and items come up missing, it **will not** be DOC/PRCF's responsibility to replace these items.

On February 2nd, 2025 you will be responsible for returning all unused holiday canteen items to your assigned bunk drawers/footlockers as outline in the PRCF AIC Handbook. Any canteen left in mud lockers after February 2nd will be confiscated.

Lt. Robbins



Oregon

Tina Kotek, Governor

Oregon Department of Corrections

Operations Division

3723 Fairview Industrial Drive SE.

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.

DECEMBER 2025

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

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		Mr. Clark—Superintendent
Officer Willmarth		
Officer Spriet, S		
Officer Herrick		



Financial Services

Informational Briefing

Court Ordered Financial Obligations (COFOs)

What are Court Ordered Financial Obligations (COFOs)?

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

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

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

How are COFOs collected?

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

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

Who do I contact if I have questions about COFOs?

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



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

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

Questions?

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

ELECTRONIC HEALTH RECORD (EHR) UPDATE



✓ Pilot Site Success

The new Electronic Health Record (EHR) system has gone live at the pilot site, Oregon State Penitentiary, and it is going well! This is the first step in moving away from paper charts and into a secure and efficient way of keeping health records.

📢 Coming Soon: Wave 1 & Wave 2

Additional facilities will start using the EHR in 3 waves. The first wave starts in January 2026.

📋 What's Staying the Same

- You will still use **paper kytes** to request healthcare services.
- **Kytes** will continue to be answered and returned to you.
- A limited paper chart for dental care will remain in use for now, until the electronic system is fully ready.

⚡ WHAT TO EXPECT ⚡

As the EHR goes live at your facility, here's what you'll notice:

- 📄 **Signature pads** will be used when signing for KOP (Keep on Person) medications.
- 📄 **No paper charts** will be used during health services appointments. Your information will be entered directly into the EHR.
- 🦷 **Dental services** will continue to use a small paper chart for special exams until their electronic system is ready.

📄 What's New for Medlines?

- Barcode scanning will now be used to check ID cards and medication cards.
- This makes the process faster and helps ensure accuracy when medications are given.

? Questions About EHR?

If you have questions about the new system, you can send a kyte addressed to ASK EHR. Staff will respond to help you understand the changes.



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