

**TO J. Rivello, Superintendent
RTU Residents**



**FROM B. Hollibaugh
Unit Manager**

DATE October 29, 2021

RE RTU Community Update

The Fire Side Chat on 10-27-21 announced the following information: As a result of the continued cooperation from both staff and inmates, SCI Huntingdon has finally received approval to transition to our "New Normal" Operations, which essentially is cohorts consisting of zones. The following will go into effect Monday, November 1, 2021:

Zone 1: CA Unit	Zone 2: A and E Units	Zone 3: B and F Units
Zone 4: CB and D (DA1 and DA3) Units	Zone 5: HA and HB (MODS)	Zone 6: RHU and DTU

What does this change mean for you?

- An increase in out-of-cell activity (as applicable);
- Larger cohorts for work assignments; and
- Expanded cohort sizes in the clinic area for treatment and education.

In addition to the above noted changes; on November 1st, we will begin to use hard trays for the breakfast and lunch meals on a rotating schedule. We will also begin to require an empty bread bag in order for you to receive a new loaf of bread.

We are also looking at a plan to have our Psychology Staff stationed on the housing units and a plan for a slow re-opening of the Chapel.

To show our appreciation, a chicken dinner will be served on Wednesday, November 3rd. The dinner will consist of grilled chicken quarters (grilled over charcoal), coleslaw and O'Brien potatoes.

Please note our mitigating efforts remain unchanged. Masks and social distancing are still required while inside the institution. We encourage you to continue washing your hands often and using the cell cleaning supplies that are available on the housing units.

As noted in the above Fire Side Chat message, with SCI-Huntingdon's new normal, residents are reminded that White Cloth Facemasks must still be worn within the housing unit and whenever you leave the housing unit. All meals will continue to be delivered to the housing unit and you will be called by housing unit level to pick up your tray. Pill line and sick call are conducted on the unit. Other medical appointments may be scheduled at different locations depending on the services being provided. Showers will be conducted daily in two groups following afternoon yard. On odd numbered days level 1 & 3 will shower first and on even numbered days levels 2 & 4 will shower first.

The 2-10 shift officers will have the Phone/Kiosk sign-up sheet available at the officer's desk during the afternoon and evening hours. You may sign up for a 30 minute period of access to use the phone and kiosk the next day. During major line movements and at the discretion of the housing unit officers, residents may request to use a vacant Phone/Kiosk slot.

You must exit your cell in a timely manner and be properly dressed (trousers, shirt, mask) when you are participating in a line movement on the unit or leaving the unit on a call out. Shorts may only be worn during recreation in the yard. If you do not exit your cell by the time last call is given, you forfeit your opportunity to participate in that activity.

Minor adjustments may need to be made to the daily RTU Schedule to accommodate meals, pill line, and other line movements. If a scheduling conflict arises, you may need to make a choice on which activity to participate in at that time. **Please be advised, guidelines are subject to change at any time.**

RTU Residents may have access to recreation up to three times a day, either in the RTU yard or block out. Please review the yard rules issued effective 7-29-21. You may remove your mask while you are in the yard.

Daily Morning Yard: (approximately) 8:00 am - 10:00 am. In gate at half-time is 9:00 am.

Daily Afternoon Yard: after count clears (approximately) 12:30 pm - 2:15 pm. In gate at half-time is 1:15 pm.

Daily Evening Yard: following evening meal (approximately) 5:30 pm – until the end time determined by Shift Commander. In gate at half-time will be 1 hour after yard begins.

Medical: If you wish you receive a flu shot, please submit a request slip to medical. If you experience any COVID-19 like symptoms such as fever, cough, shortness of breath or difficulty breathing, diarrhea, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, please immediately inform a staff member who will arrange for you to receive a medical evaluation. **Reminder: On 5-26-21, Secretary John. E. Wetzel indefinitely suspended, Medical Co-pays.**

Cable: Inmate Subscriber Agreement and Cancellation forms are available at the Officer's Desk. Cable Contracts must be submitted by the 15th of the month if you want services to begin the following month. The Scheduled payment dates for the remainder of 2021 are:

November 23, 2021 – December cable fee (\$17.00)
December 30, 2021 – January 2022 cable fee (\$17.00)

Kiosk: Until further notice, residents are permitted to send 2 free e-mails a week.

Mail: For the first time ever, there are postage changes for the Holiday Season, effective Sunday, October 3, 2021 thru Saturday, December 25, 2021. The notice of the Postage Rates is posed on the block bulletin board.

Reminder: Residents are permitted, without cost, to mail twelve (12) one-ounce first class letters during November 2021. All outgoing inmate mail must have the return address of: Smart Communications/PA DOC, SCI-Huntingdon, your full DOC commitment name, your DOC Number, and PO Box 33028, St. Petersburg, FL 33733.

Cash Slips: In accordance with the 2017 Inmate Handbook, Page 1, 1. Accounting A. General #6. You may use the money from your inmate account to send money to immediate family members: your spouse, children, parents, grandparents, brothers, sister, aunt, or a person with whom you made your home, or the care giver of your children. Your relationship(s) must be verified by institutional staff before a check is sent.

Visits: In Person visits are available to the general population at SCI-HUN. In an attempt to mitigate the spread of COVID-19, visits are limited to four visitors per inmate. Each inmate is permitted to have three visits per month, one of which may be on a weekend (Saturday or Sunday). This is in addition to the five-video visit quota. It is your responsibility to ensure you have the visitor's correct information (i.e.: date of birth and address matching their ID/Driver's License) on your Visiting List so that they will be permitted to visit. L5 visits will remain video visit only. In Person visits for the RTU are available on:

Thursday	12:30pm – 3:30pm	CA, CB, DA1, DA3
Saturday	8:30am – 11:30am	CA, CB, DA1, DA3
Sunday	12:30pm – 3:30pm	CA, CB, DA1, DA3

The visitation station in CB 1010 is available to RTU residents for video visits daily from 8 am to 8 pm.

Your visitor must use the PA DOC inmate visitation system (<https://inmatevisitation.cor.pa.gov>) to schedule all visits, both in person and video visits, at least 3 days in advance. If you are moved to another, zone, all pre-scheduled visits will be cancelled. Your visitor will need to re-schedule a visit once you are assigned to your new zone. **Please be advised the availability of dates and types of visits are subject to change.**

Commissary: You may borrow a copy of the General Population Commissary Catalog, updated 7-19-21, from the Officer's Desk in exchange for your ID card. Until further notice, the Commissary spending limit is \$100.00

Discontinued Items:

PCI Item #	Item Description	Quantity Limit	Price
68917 thru 68929	ADIDAS MENS RUN SNEAKER – SZ 7 to 14	**	59.85
69031 thru 69044	ADIDAS DURAMO MENS RUN SNEAKER – SZ 6.5 to 14	**	63.20

New Item:

PCI Item #	Item Description	Quantity Limit	Price
	Category: FOOTWEAR		
49617	SKECHERS FOAMIES CLOG MENS – SZ 7	**	36.60
49618	SKECHERS FOAMIES CLOG MENS – SZ 8	**	36.60
49619	SKECHERS FOAMIES CLOG MENS – SZ 9	**	36.60
49620	SKECHERS FOAMIES CLOG MENS – SZ 10	**	36.60
49621	SKECHERS FOAMIES CLOG MENS – SZ 11	**	36.60
49622	SKECHERS FOAMIES CLOG MENS – SZ 12	**	36.60
49623	SKECHERS FOAMIES CLOG MENS – SZ 13	**	36.60
49624	SKECHERS FOAMIES CLOG MENS – SZ 14	**	36.60

Price Reduction: The below-noted rotational item has had a reduction in price, while quantities last.

PCI Item #	Item Description	Price
17122	HOT HOT HOT ONION RINGS 6OZ ***	1.20

Brand Change and New Price:

PCI Item #	Item Description	Quantity Limit	Price
07415	MEATBALLS WITH SPAGHETTI SAUCE	None	3.46

Reminder: the below item is temporarily unavailable. A notice will be posted when they are back in stock.

PCI Item #	Item Description	Category: TELEVISIONS
93703	EDEN CLR 19" LED HD TELEVISION W/REMOTE	

Employment: Residents who are unable to work at this time due to COVID-19 guidelines will continue to receive their regular rate of pay for their normal work hours. The pay groups and pay dates will remain the same.

Shoe Shop: The Shoe Shop is operating on a request slip basis for exchange of shoes, repairs, shoe strings, and insoles. When announced on Thursday morning, bring your items to the officer's desk.

Laundry: Clothing Replacement and Missing Clothing services are conducted by request slip only. When announced, please bring clothing item(s) in need of replacement to the officer's desk. **These items will be replaced on Wednesday's only.** Please do not submit clothing and towels for re-labeling as we cannot provide that service at this time. On Thursdays, kitchen whites, sheets, pillow cases and towels will be collected and returned to you on Monday. On Sundays, brown clothing, towels, a white/yellow bag of clothing (separate browns and whites), and labeled blankets will be collected and will be returned to you on Wednesday. Laundry related issues should be addressed via request slip to Mr. Garman. Please specify if you need to be re-sized when submitting requests for clothing.

Barbershop: The Barbershop is open and is providing basic haircuts and beard trimming. No specialty services will be provided. The housing units will be scheduled for the Barbershop on a rotating basis.

Education: The Fall Term began on Monday 9-20-21 and continues until Friday, 12-10-21. For residents who are unable to attend their educational courses in a classroom or meet in person with their teachers, the Education Department will continue to send assignments to the housing unit via block mail. Students must complete and return the assignments by block mail to receive school pay and credit hours. Please be advised, students who do NOT complete work will not be paid.

Library: The Law Library for RTU Residents is on Tuesday mornings by call out. You may submit request slips to attend Law Library. If you have a verified legal deadline, send the verification to the Librarian who will arrange for priority access to the Law Library. Copies of legal materials will be provided if a cash slip is included with the request slip. Residents in need of notary services should submit a request to the Law Library. The SCI-HUN Leisure Library is available by use of the LEISURE READING REQUEST forms. Returns will be collected on Fridays and new materials will be delivered on Tuesdays. The RTU Block Library is open on the following schedule for residents to review and select materials: Monday Level 1, Tuesday-Level 2, Wednesday-Level 3, and Thursday-Level 4. Materials are also available by request slip.

Chaplains: Religious programming continues to be broadcast on the institutional channel. The Chaplaincy Department will provide literature for faith groups upon request. In addition, the Chaplaincy Department assists with processing notifications of a family death and grief counseling. The Chaplaincy staff are making rounds on the housing unit and providing religious material for spiritual encouragement.

The Schedule for Religious Worship Services on Inmate TV

Sunday	12:00 Catholic Mass-each week on channel 8
Tuesday	12:00 NOI teaching-each week on channel 57
Wednesday	12:00 Native American-1 st & 3 rd Wednesday on channel 57
Wednesday	12:00 Buddhist/Eastern Religions-2 nd & 4 th Wednesday on channel 57
Wednesday	12:00 Christian-Protestant Services-each week on channel 44
Thursday	12:00 Jehovah's Witnesses-each week channel 57
Friday	12:00 Jewish Services-each week on channel 57
Friday	12:00 Muslim Services-each week on channel 44

Activities: Concession services are available in the RTU yard. Residents may redeem the ARJ and IGWF. There is a limit of 3 items per resident. You may consume your concession(s) in the yard and/or bring concession(s) back to the housing unit. The Activities Department hosts activities and/or contests in the RTU yard on Tuesdays and Thursdays.

The Activities Department will maintain the Jaycee Photos schedule by housing units.

The Jaycees Membership Drive for anyone wishing to be a member is open for ONE TIME ONLY! You must have funds in your account at the time of the **deadline on Monday, December 6, 2021.** Cash slips will be handed out by Block Reps. Cash slips must be turned in at the Officer's Desk and STAMPED. Membership Fees: Age 42 and older is \$18.00 and for those ages 41 and younger it is \$36.00. Please be advised that Normal Organizational Activities are subject to change.

The Jaycees 1st is conducting a RECIPE WRITE OFF using only commissary/Access Package Items ONLY. The Jaycees would like to see who can come up with the best recipe. Write down your recipe and instructions which should only include allowable procedures per DOC policies. The recipes can be for anything under the following categories: Fried Rice, Wraps, Bagels, Desserts and Pizza. Turn in all recipes to your JC Block Rep. Prizes will be awarded to the 1st (\$25), 2nd (\$15), and 3rd (10) Places. **REMINDER: The Deadline for recipes is Monday, November 1st, 2021.**

Treatment and Program Groups: Attendance of prescribed program(s) in the Clinic is limited at this time. If your treatment program is provided in the clinic, you will be placed on the Call-Out list to attend. If the program is not available in a group room, the facilitators will provide in-cell homework assignments that are distributed and collected via block mail.

Certified Peer Specialist: The Certified Peer Specialists are available on the housing unit and will make rounds on the unit within the quarantine guidelines. You may also request to receive CPS services through a unit staff member.

RTU Group Schedule: The RTU unit psychology staff, RTU unit counseling staff will co-facilitate the below groups on the unit. We will require residents to maintain social distance and keep their mask on for the duration of the group. We will provide the the Residents on levels 1, 2, and 4 to participate together in the groups and residents on Level 3 will participate as a group. With a bi-weekly rotation, each resident has access to 12 out of cell groups over a 4 week period.

Monday: 9:15 am to 10:15 am- RTU Family Dynamics
Tuesday: 9:15 am to 10:15 am- Mood Management
Tuesday: 1:00 pm to 2:00 pm- RTU Anger mgt/Impulse Control
Wednesday: 9:15 am to 10:15 am-RTU Adjustment/Coping Group
Wednesday: 1:00 pm-2:00 pm- RTU Socialization skills
Friday: 10:00 am to 11:00 am-Medication Compliance

Block Information: Each day, on the 6-2 shift and again on the 2-10 shift, trash will be collected at your cell door. You may also bring your used food trays and trash down to level 1 to dispose of items in the trash containers when you are scheduled for an out-of-cell activity. Please do not flush food, plastic bags, Styrofoam trays, or other items down the toilet. Staff will provide cell cleaning supplies on a daily basis. You must clean your cell as soon as you receive your supplies.

The RTU staff will continue to make frequent rounds on the unit. Packets consisting of a variety of in-cell activities such as crossword puzzles, Sudoku, word search, coloring pages, and connect-the-dots as well as handouts related to mental health and coping skills are available upon request. **Reminder:** Please see a unit team member or housing unit officer if you need personal hygiene products such as toothpaste, a toothbrush, deodorant, body wash, and white soap.

Daylight Savings Time ends Sunday, 11-7-21, the clock will move back one hour at 2:00 am.

The Institution will operate on a Holiday Schedule on Thursday, 11-11-21 for Veterans Day, Thursday, 11-25-21, for Thanksgiving Day and Friday, 11-26-21 for the Day after Thanksgiving.

Please find attached the RTU Weekly Schedule and the IGWF Calendar for November 2021, as well as, a November 2021 calendar for your use.

Your family may obtain the most up-to-date public information regarding COVID-19 and the PA DOC at <https://www.cor.pa.gov/Pages/COVID-19.aspx>.

Email Distribution: Deputy Kohler, Deputy Spyker, Major Loy, Major House, T. Strait-CCPM, CR-HUN Captains, R. Goss-Regional LPM, P. Price-CHCA, Mr. Sisto-MHC, C. Johns-PSS, T. Conway-PSS, J. Cousins-CRNP, J. Ake-BSN RN, W. Robison-CC 1, M. Grimme-CC 2, K. Hoover-Corr. Sch. Principal, K. Saylor-Ed. Guidance Counselor, R. Crayosky-Activities Coord., Lt. R. Stitt, Lt. R. Walker, C. Carberry-Clerical Supervisor, J. Kennedy-Clerk Typist II, H. Smith-Clerk Typist II, Superintendent Secretary S. Weko-Scott, and Superintendent Assistant A. Wakefield

BJH