



UPAN Newsletter Volume 2 Number 9 | **SEPTEMBER 2015**

“Empowerment and Growth Through Knowledge and Unity”

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NEXT UPAN MEETING: MONDAY, OCTOBER 12, 2015

Location: Hunter Library (same as Sept.) located at 4740 West 4100 South, West Valley City. 6:30 – 8:30 PM
And planning ahead: **Monday, November 9, 2015** – Location to be announced.

Next FOCUS Meeting: Monday, November 2, 2015

Location: Adult Probation & Parole Office, 36 W. Fremont Avenue, Salt Lake City UT 84101 6:00 – 8:00 PM

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UPDATE on the September 14, 2015 UPAN Meeting **Implementation of HB 348**

Large Attendance For Panel Of Guest Speakers

We had a full room of approximately 50 attendees at the September 14, 2015 UPAN meeting. Our guest speakers were **Greg Johnson**, Administrative Coordinator for the Utah Board of Pardons & Parole; **Craig Burr**, Director of Programming for Utah Department of Corrections; and **Steve Gehrke**, Director of Transition for the Utah Department of Corrections.

UPAN had earlier provided our guest speakers with questions from UPAN families so they could be prepared to address the areas of most concern and interest regarding the implementation of HB 348 in their respective areas of expertise.

Due to the length of the summary of this important issue, we will be providing a full report in the October 2015 UPAN Newsletter.

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Disclaimer: Formulate your own opinions about the information presented, intended for neutrality, not intending any opinion or comment to be UPAN’s position other than where specifically noted. This information is presented for the reader’s enlightenment and evaluation.

PLEASE NOTE CORRECT UPAN PO BOX

It has come to our attention that some inmates have been mailing their letters to PO Box 484 rather than **PO Box 464**. Please note the UPAN correct mailing address is **P O Box 464 Draper UT 84020**. Any letters mailed to PO Box 484 will be returned as undeliverable so please check your addresses before mailing. Thank you for your attention!

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Willy the Plumber Scholarship Opportunity

For Students Whose Parents or Guardians Have Been or Are Incarcerated

The Willy the Plumber Scholarship has been established at the Community Foundation of Utah to further the education or training of students whose parents or guardians have been or are incarcerated. The Fund was established by **Karl Winsness** who spent years in prison and knows the impact this can have on young people and their dreams.

To qualify for this award the applicant must be a resident of the State of Utah, be graduating from or have graduated from a Utah High School with a GPA of 2.0 or above (though preference is given to students with a 3.0 or above), be admitted or attending a two or four-year accredited college, university or vocational / technical school, in Utah and demonstrate financial need. Applicant must have a parent or guardian that has been in prison or jail for three or more years within the last seven years or are currently serving more than two years in prison or jail. On-line and for-profit institutions and graduate studies are not eligible.

Award amounts vary and range from \$250-\$1,000 per recipient.

The scholarship applications will be open for submission between January and February 2016. To receive email alerts when the application becomes available or if you have any other questions, please contact the Community Foundation of Utah at: **scholarships@utahcf.org**. Or visit the scholarships page to see any updates about the Willy the Plumber Scholarship at: www.utahcf.org/apply-for-a-grant/Apply-for-a-Scholarship/

The Community Foundation of Utah
423 W 800 S Suite A101
Salt Lake City, UT 84101

If people have any questions, they are welcome to call 801.559.3005

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Useful Information for Inmates About Receiving the UPAN Newsletter

UPAN receives a lot of inmate requests for the minutes from our meetings and other information. We started a monthly newsletter in June (2014) and we want you to have the information, but we have very little time and financial resources.

We ask if you have family or friends that have access to the internet and email that you ask them to email us and get on our email list. We will email the newsletter to them as an attachment and they can print and mail it to you. Another way: inform them that the complete UPAN Newsletter is posted on the UPAN website for copying. They can download and print it for you.

That will streamline getting information out to as many as possible. If you do not have loved ones that can do that for you please write us and request the newsletter and we will mail what we can to you. Our two addresses are as follows:

email address: utahprisoneradvocate@gmail.com Mailing address: P.O. Box 464 Draper, UT 84020

Equally Important: WE DO NOT OFFER ANY LEGAL SERVICES AND DO NOT HAVE LEGAL COUNSEL, PLEASE DO NOT SEND US YOUR LEGAL DOCUMENTS.

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CALL FOR VOLUNTEERS TO MAIL NEWSLETTERS TO INMATES

We continue to have incarcerated individuals write asking to receive a copy of the UPAN News in the mail. Many do not have their own families to send it in to them. We have DEEP APPRECIATION for all of our UPAN family members who already print and send the newsletter each month to not only their own incarcerated loved ones but to others as well. If you would like to help get newsletters to inmates by printing them (two sided) and mailing them to inmates, please contact **Heather Fabian** at www.utahprisoneradvocate@gmail.com. Thank you!!

OBTAINING REPLACEMENT SOCIAL SECURITY (SS) CARDS WHILE IN PRISON
Updated 2014

I. How can prisoners get replacement social security cards while in prison?

A. Obtain one document to prove identity. The document must be original or certified by the custodian of the record with signature. SS will not accept prison issued ID.

1. Acceptable document: original or certified copy of medical record. Medical records are electronic so they should be considered a certified copy when the document is printed and stamped and signed by the record custodian.

a) To obtain a medical record, obtain a Department of Corrections GRAMA (Government Records Access and Management Act) form from case manager.

b) Mail a fully completed GRAMA request form to medical records at the prison to obtain medical records summary. Clearly state you want a medical records summary in order to obtain a replacement Social Security card so medical records will not send you your entire set of medical records.

- (1) Cost for records is 25 cents a page
- (2) Medical records will be sent back to inmate.

2. Other acceptable documents: physician's statement, dental records, driver's license, state-issued non-driver identity card, passport, U.S. military identity card, (prison ID will not work).

3. The physician statement and dental records should be less than 2 years old, should be original or certified copy with signature, stamp or seal from medical office. The document should be from the medical chart or medical records and include the full name, medical procedure, and date of birth. Nicknames will not work in getting a replacement social security card.

B. Complete the SS-5. The SS-5 is the Social Security Administration application for a Social Security card. The name (first and last name) on the SS-5 must be the same as the name on the medical records form. You should be able to get these forms from your case manager.

C. Inmate then mails completed and signed Form SS-5 and stamped and signed medical records to Social Security office. Original or certified copy of medical records must be sent to SS office. The office that serves the prison is 348 E. Winchester St., Suite 100, Murray, UT 84107. 866-690-1947. If you are having the SS-card sent to a family member or other person outside of the prison, please be sure to give that address on line 16 of SS-5 form by writing (example): care of Jane Doe 111 Any Street, Anytown, State, 11111.

If you are having it sent to someone outside of Utah, please ask the person you are sending it to, to provide you with the address of the social security office in their town.

1. The printed medical record should be accompanied by a page that is signed, dated and stamped by the custodian of the record.

2. There is no specific person at Social Security to which applications from the prison should be mailed. It is best to request your Social Security card from the office that services the mailing address you are having them send your SS card to. Clearly state on the SS-5 form you want a REPLACEMENT social security card or they may think you want an original social security card and then they would need proof of birth.

The Five Utah Social Security Offices Are As Follows:

Social Security Office
175 East 400 South Suite 500
Salt Lake City, UT 84111

Social Security Office
348 E Winchester St. Suite 100
Murray, UT 84107

Social Security Office
324 25th Street, Room 2403 FOB
Ogden, UT 84401

Social Security Office
923 South River Road
St. George, UT 84790

Social Security Office
485 North Freedom Blvd
Provo, UT 84601

Other Social Security Offices can be found at the SS website:
www.saa.gov

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II. Within 7 to 14 days the new (or replacement) SS card will be mailed to the address provided by the inmate.

A. US Postal Service will deliver a Social Security card to the Utah Department of Corrections, Records Department or to friends or family of the resident. Use

c/o (in care of) even when sending Social Security cards back to the Utah Department of Corrections.

B. It may be easier to mail your SS card to a trusted relative's home address. Get their permission before having the SS card mailed to their home. It should be mailed with the inmate's name c/o (in care of) the name or place to which it is mailed.

C. In the case of Road Home, if they have no record of a person staying there with the inmate's name, the card will be returned to Social Security and destroyed. You are only allowed a limited number of Social Security card replacements in a lifetime.

D. Using the phrase "in care of" or C/O is a very important step in getting a replacement social security card. If the US Postal Services cannot verify you live at the address the social security card is being sent to, they will not leave the Social Security card. It will be returned to Social Security and destroyed. Always use c/o if you have not been living at the address and know someone who has been living and receiving mail at the stated address.

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UPAN Welcomes Two on Board of Directors

UPAN is pleased to announce the addition of two new Directors on our Board. We welcome **Shane Severson** and **Warren Rosenbaum**.

Warren has served as our newsletter editor since our first edition in June 2014. He has demonstrated commitment and dedication to the goals of UPAN. He has put in countless hours each month gathering information, as well as editing and organizing articles for each newsletter. He helps to respond to questions and concerns raised by incarcerated individuals. The newsletter would be very difficult to read without Warren. In fact, there probably would not be a newsletter without Warren!

Shane has volunteered hundreds of hours over the past 2 years getting the UPAN website created and constantly updated. This allows for prison families everywhere to

check into what is going on in Utah that may be of interest to families and friends of inmates, as well as access a digital copy of our newsletter. Shane also manages UPAN's Facebook and Twitter pages. He is the one behind the scenes who sends out mass e-mailings via Mail Chimp, with the "download here" buttons right in the emails! He monitors incoming emails and helps to make sure Molly is aware of urgent matters or emails that may have slipped through the cracks so they are answered. Shane is bringing our electronic communication into the 21st century and we appreciate him very much!

Both of these gentlemen have represented UPAN well at public events and demonstrate their support of the organization's objectives and goals. We are pleased to have them on board to help UPAN continue to assist inmates and families with the wide variety of challenges they face on their prison journeys.

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Utah Prisoner Advocate Network
P.O. Box 464, Draper, UT 84020
Website: UtahPrisonerAdvocate.org
Email: Utahprisoneradvocate@gmail.com

President: Molly Prince
Vice-president: Shauna Denos
Secretary/Treasurer: Heather Fabian
Website Design: Shane Severson
Graphic Designer: Holly Moore
Editor: Warren Rosenbaum

Some Food for Thought:

Failure is not fatal. But failure to change might be. John Wooden

Success is not final, failure is not fatal: it is the courage to continue that counts. Winston Churchill

Attitude is a little thing that makes a big difference. Winston Churchill

FYI – For Your Information

Attention Inmates -- PrisonEd Contact Information:

Don Wright, Ph.D., President, PrisonEd Foundation; P.O. Box 900693, Sandy, UT 84090

Legislative Audit of the Utah Board of Pardons and Parole is Underway

UPAN FAMILIES CAN HELP GATHER INFORMATION (BUT MUST ACT QUICKLY!!)

Audit In Progress, Currently Collecting Data

The Legislative Audit Subcommittee has been assigned the task of performing an audit of the Utah Board of Pardons and Parole. We have no idea when the Board was last audited, or if it ever has been. But we are pleased this is occurring now! The audit process began in July and will take a few months to complete. The audit committee has been collecting data and conducted in person interviews with a variety of individuals/organizations, including some incarcerated individuals. We recommend that we all need to be patient as they gather data, so the auditors can take the time to learn about and explore all the aspects of how the Board operates.

UPAN director Molly Prince has been in contact with the auditors periodically since meeting with them in July. UPAN has shared a variety of concerns, some of which are listed in our August, 2015 newsletter.

Major Concern –

Sentences Going Beyond Matrix

One of the biggest issues UPAN receives letters from inmates and emails from families about has to do with Board decisions that result in incarceration continuing months and years past the original matrix. In an effort to gather information about Utah inmates who are over their original Board matrix, we have developed a survey document that can be completed by inmates.

This survey is included in this newsletter (last 3 pages). Families and friends may send in to their loved ones. If you have an inmate in a county jail

that allows only postcard mail from family, we encourage you to mail the survey by itself in an envelope with the UPAN P.O. Box 464 Draper UT 84020 return address on it. Do not include a personal letter in that envelope, but please inform your loved one over the phone or on a postcard that it is coming and tell them to return it to the UPAN P.O. Box address.

ALSO VERY IMPORTANT:

The auditors are also open to learning of comments made to inmates during hearings by hearing officers or board members that are unethical, inappropriate, or suggest they are not open to examining the current status of the inmate, are willing to ignore relevant information on the inmate's performance in prison, etc. These comments can also be submitted on a separate piece of paper with the inmate's name and offender# for the auditors to access the transcripts and verify.

Not To Worry – Strictly Confidential

We have been informed that the identity of persons sharing information for the audit will be kept confidential. The auditors have access to the records to verify the information once they know which cases to look into.

The audit committee will complete the data gathering phase of their work **by mid-October** so these forms will need to be **completed and mailed as soon as possible** to "Audit" UPAN, P.O. Box 464 Draper UT 84020. If your loved one prefers to send the completed form to you, please scan and email to: utahprisoneradvocate@gmail.com.

DATA FOR INDIVIDUALS OVER BOARD MATRIX

TODAY'S DATE _____

NAME: _____ **OFFENDER #** _____

HOUSING LOCATION & ADDRESS (in case we need to contact you for more information)

DATE OF CONVICTION _____

DATE ENTERED UTAH STATE PRISON SYSTEM _____

AGE AT CONVICTION _____

AGE TODAY: _____

OFFICIAL TITLES OF CRIMES OF CONVICTION AND DEGREE:
(example: Aggravated Assault; Possession with Intent; Kidnapping; 1st, 2nd or 3rd degree)

SENTENCE(S): _____

DO THESE SENTENCES RUN CONSECUTIVELY OR CONCURRENTLY? _____

PSI PROJECTED GUIDELINE MATRIX (months) **and PROJECTED RELEASE DATE**

According to PSI _____

ORIGINAL HEARING DATE: _____

ORIGINAL HEARING MATRIX DONE BY BOARD OF PARDONS AND PAROLE:

ORIGINAL HEARING DECISION INCLUDING NOTES: _____

CURRENT REHEARING DATE (IF APPLICABLE) _____

CURRENT TIME SERVED (TOTAL MONTHS AS OF TODAY) _____

(If you are unsure of months, figure out the years and months. example 62 months = 5 years 2 months)

DATES OF HEARINGS / REHEARINGS AND RESULTS:

DATE OF INCARCERATION: _____

1ST HEARING DATE: _____ RESULT / REHEARING DATE: _____ MONTHS SERVED _____

2ND HEARING DATE _____ RESULT/REHEARING DATE: _____ MONTHS SERVED _____

3RD HEARING DATE _____ RESULT/REHEARING DATE: _____ MONTHS SERVED _____

4TH HEARING DATE _____ RESULT/REHEARING DATE: _____ MONTHS SERVED _____

5TH HEARING DATE _____ RESULT/REHEARING DATE: _____ MONTHS SERVED _____

Please list hearing officer names, if you know them, for each hearing: (1) _____

(2) _____ (3) _____ (4) _____

PROGRAMMING & EDUCATION COMPLETED – Include major Mapping or Case Action Plan priorities as well as elective programs and education completed

Example:	High School Diploma	June 2006
	Associate Degree - Utah State University	May 2008
	Substance abuse / Conquest	March 2010
	Vocational - Building Trades	July 2014

NAME OF PROGRAM _____ **DATE / YEAR COMPLETED** _____

Name _____ Offender # _____

REQUIRED PROGRAMMING per Case Action Plan

LIFE SKILLS CLASSES COMPLETED:

DISCIPLINARY CONCERNS / MAJOR WRITE UPS:

NAME OF WRITE UP	DATE OF CONVICTION OF WRITE UP

PREVIOUS PAROLE RELEASE DATES AND VIOLATIONS (oldest to most recent)

DATE PAROLED	DATE RETURNED TO PRISON	DESCRIBE VIOLATION or REOFFENSE

Name _____ Offender # _____