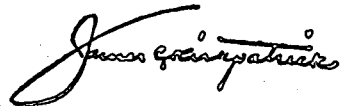


EXECUTIVE ORDER

FILED

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WHEREAS, it is the duty and responsibility of Missouri State Government to make the public aware, understand and support the role of the Division of Corrections; and

WHEREAS, the Division of Corrections should be made aware of the views and attitudes of the public; and

WHEREAS, it is desirable to provide inmates of correctional institutions with an objective and impartial source for the resolution of grievances and concerns.

NOW THEREFORE, by virtue of the authority vested in me by the Constitution and the laws of the State, I, Christopher S. Bond, Governor of Missouri, do hereby establish the Citizens Advisory Committee on Corrections within the Department of Public Safety to oversee and make the public aware of the policies and practices of The Division of Corrections. It is further ordered that this Order shall supercede and be in lieu of all previous Executive Orders pertaining to the same subject:

- (1) This committee shall be composed of nine citizens from all sectors of the state who are appointed by the Governor. These citizens shall represent a variety of disciplines. Each committee member shall serve for a period of three years and may be reappointed at the conclusion of his/her term. Appointments shall be made so that each year one-third of the membership of the committee shall terminate.
 - (A) The members of the committee shall elect a chairperson who shall serve for a period of one year and may be retained by committee vote. The chairperson shall represent the committee to the public and the media. Such representation shall include majority and minority opinions of committee members. At all times, the chairperson or designate shall consult with the Director of the Department of Public Safety before making any public statements concerning the Division of Corrections.
 - (B) The committee shall notify the appropriate institution head or designate before meeting with inmates or staff of any institution and shall meet beforehand with the institution head upon mutual agreement to do so.
- (2) The major purpose of the committee is to assist the State of Missouri in assuring that the public is made aware, understands, and supports the role of corrections and that the policies of Division of Corrections reflect the views and attitudes of the public. At all times this committee shall work with and through the Department of Public Safety. Additional duties and purposes are listed as follows:
 - (A) The committee shall assist the Director of Corrections and his staff in providing the public with information concerning proposed legislation of interest to the division.
 - (B) The committee will consider inmate grievances referred by the Director of Corrections to the committee, or a sub-committee thereof, and make recommendations to the Director of Corrections for the resolution of such grievances. The committee will have thirty days to transmit said recommendation of a grievance resolution to the Director of Corrections.

- (C) The committee shall advise the Director of Corrections on the resolution of problems at the divisional and institutional levels, and suggest needed additional program services.
- (3) Meetings of the committee may be called by the chairperson of the committee, the Director of Corrections, or the Director of the Department of Public Safety. Regular meetings will be held at least bi-monthly. Minutes of the meetings shall be forwarded to all members and appropriate division and state personnel to be designated by the division director.
- (4) Members of the committee shall be reimbursed for reasonable and necessary expenses regarding their performance of duties, according to the rules and regulations of travel issued by the Office of Administration. Members will be required to submit an expense account form in order to obtain reimbursement for expenses incurred.
- (5) The committee will meet at each institution every eighteen months. The members will review institutional objectives, goals, and programs submitted to them by the institution head and make recommendations. They will also enhance community support for the institutions by providing information to the public sector.
- (6) This committee shall recommend that the Department of Public Safety investigate prisoner grievances or institutional problems that have not been adequately resolved by the Division of Corrections.
- (7) The Department of Public Safety shall initiate investigations of the Division of Corrections and/or institutions at the request of the committee or the Director of the Division of Corrections. The Department shall also conduct investigations of all sudden prisoner deaths and reports of serious crimes or violence.
- (A) Based on the investigation results, the Director of Public Safety shall recommend corrective action to the Director of Corrections.
- (B) The Director of Public Safety shall submit a report on the results of each investigation to the committee within 60 days of its completion.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Missouri, in the City of Jefferson, this 21st day of May, 1981.



Christopher S. Bond
GOVERNOR

ATTEST

James O. Eastpatrick
SECRETARY OF STATE