

DEC 22 1993

EXECUTIVE ORDER
93-49*Judith K. McQuarrie*
SECRETARY OF STATE

WHEREAS, it is the duty and responsibility of the Department of Corrections (DOC) to operate at the highest professional level; and

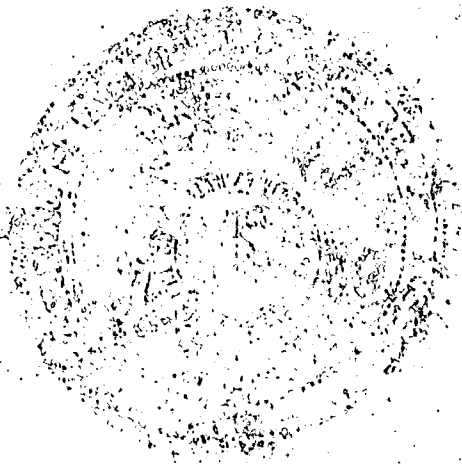
WHEREAS, it is desirable to provide inmates of correctional institutions with an objective and impartial source for the resolution of grievances and concerns;

NOW, THEREFORE, I, Mel Carnahan, Governor of the State of Missouri, by virtue of the authority vested in me by the Constitution and laws of the State of Missouri, do hereby establish the Citizens Advisory Committee on Corrections. The Committee is assigned to the Department of Public Safety, and shall aid and assist DOC as requested by that Department and as set out in this Order. This Order supersedes and is in lieu of all previous Executive Orders pertaining to this subject.

1. The Citizens Advisory Committee on Corrections shall consist of twelve individuals appointed by the Governor. Each Committee Member shall serve for a period of three years and may be reappointed at the conclusion of the term. Appointments shall be made so that one-third of the membership of the Committee shall terminate each year.
 - (A) The members of the Committee shall elect a Chairperson who shall serve for a period of one year and may be retained from year to year 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 designees shall consult with the Director of the Department of Public Safety and the Director of the Department of Corrections before making any public statements.
 - (B) The Committee shall notify the appropriate institution head or designate before meeting with inmates or staff of any institution and shall meet in advance with the institution head upon mutual agreement to do so.
2. The purpose of this Committee is to consider significant inmate grievances referred by the Director of DOC and to make recommendations to the Director for the resolution of these grievances as specified in the Department's Inmate Grievance Procedure. The Committee shall submit said recommendations of a grievance solution to the Director in a timely manner. At all times the Committee shall work with and through the Department of Public Safety and shall use the investigator assigned to that Department for the Committee's work. Additional duties may be assigned to the Committee by joint agreement between the Director of Public Safety and the Director of DOC.
 - (A) The Committee shall assist the Director of DOC and DOC staff in providing the public with information concerning proposed legislation of interest to the Department.
 - (B) The Committee will consider inmate grievances referred by the Director of DOC to the Committee, and make recommendations to the Director for the resolution of such grievances. The Committee shall transmit said recommendation of a grievance resolution to the Director in a timely manner.
 - (C) The Committee shall advise the Director of DOC 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 DOC, or the Director of Public Safety. Regular meetings will be held at least monthly. Minutes of the meetings shall be provided to all members, and to division and state personnel, as designated by the Director of DOC.

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 also will enhance community support for the institutions by providing information to the public sector.
6. The Committee shall recommend that the Department of Public Safety investigate significant inmate grievances or institutional problems that have not been adequately resolved by the Department of Corrections.
7. The Department of Public Safety shall investigate charges of inmate abuse or staff misconduct at the request of the Committee or the Director of the Department of Corrections. The Department may also conduct investigations of inmate deaths or reports of serious crimes of violence if requested by the Governor or Director of the Department of Corrections.
 - (A) Based on the investigation results, the Director of Public Safety shall recommend corrective action to the Director of DOC.
 - (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 WITNESS 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, on this 22nd day of December, 1993.





GOVERNOR

ATTEST:



SECRETARY OF STATE