



citizens who have an interest in the operation of the Department of Corrections and who, because of their experience and background, bring a diversity of expertise and opinion. While the focus should be on nominating citizens, instead of those professionals we deal with on a regular basis, they may be members of the business, legal, education, political or medical communities among others. They may also be offender family members and victims of crime and/or their family members. The goal of the selection process is to nominate responsible citizens and to develop advisory boards that best serve the interests of DOC.

- D. The Commissioner will advise and request the Governor to appoint all advisory committee members for the prison facilities.
- E. Once appointed, members of these committees will serve a three-year term that may be staggered.
- F. The various Citizen Advisory Committees will meet at least three times per year, or more frequently, to:
  1. Advise the Department relative to public concerns about state corrections policies and facility development;
  2. Assist the Department by providing input to improve departmental initiatives;
  3. Assist the Department by providing guidance relative to legislative issues;
  4. Receive input from the public we serve to include business leaders, legal, education, political and medical communities and the public at large;
  5. Recommend actions, initiatives, or changes that will improve the delivery of correctional services to the state, or improve the inter-relationship with other activities or agencies at the state, county, municipal and federal level;
  6. Advise on policy;
  7. Advise on strategic planning;
  8. Be our eyes and ears into the community;
  9. Help facilitate two-way communication with the greater community;
  10. Improve access to volunteers, donations and general support;
  11. Be sensitive to the needs and concerns of the community and work together with the community to provide input; and
  12. Consider other matters as deemed appropriate.
- G. A majority of the appointed membership constitutes a quorum. The members shall elect a chair of each committee whose term shall be at least one year but may be longer. The chair, along with the appropriate Chief Administrator, Warden, or Director, will set the agenda for each meeting along with the date, time and place of each meeting.
- H. At the request of the Commissioner, all Citizen Advisory Committees will come together at least once a year as group to address matters of common interest and departmental-wide significance.

REFERENCES:

Standards for the Administration of Correctional Agencies  
Second Edition. Standards  
**2-CO-1A-15**

Standards for Adult Correctional Institutions  
Fourth Edition Standards  
**4-4005**

Standards for Adult Probation and Parole Field Services  
Third Edition. Standards  
**3-3017**

Standards for Adult Community Residential Services  
Fourth Edition. Standards  
**4-ACRS-7F-05**

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Other: