

MICHIGAN DEPARTMENT OF CORRECTIONS POLICY DIRECTIVE	EFFECTIVE DATE 12/22/1997	NUMBER 01.06.140
	SUBJECT COMMUNITY LIAISON COMMITTEE (CLC)	
SUPERSEDES 01.06.140 (02/17/86)		AUTHORITY MCLA 791.203
ACA STANDARDS 3-4005; 3-4013; 3-4021		PAGE 1 OF 1

POLICY STATEMENT:

To provide a system of communication between correctional facilities and the local community for relaying Departmental goals and policies, receiving and responding to community concerns and ideas, and disseminating and gathering useful information.

POLICY:

- A. It is essential that the Department and its agencies maintain open lines of communication within the community to ensure cooperation and understanding.
- B. Institutions and community corrections centers affect and are affected by other agencies and private citizens within the local community. The success of some correctional programs can be adversely affected by lack of public understanding and support. In addition, the Department has an obligation to inform the public of its philosophy, goals and procedures. A planned and continuing public information and education program is needed to achieve greater community involvement, understanding and support of the goals, purpose and role of the institution or community corrections center. One significant way to accomplish this is through establishment of Community Liaison Committees (CLC).
- C. A Warden/FOA Regional Administrator/SAI Administrator shall ensure the CLC reviews any proposed public works agreement with a non-profit agency if there is no seven member citizen advisory committee established for this purpose as is outlined in Policy 03.02.121, "Public works assignments of Prisoners, Parolees and Probationers". The intent of the CLC review is to determine if the CLC objects to the public works agreement with the specific non-profit agency and the reason for the objection.
- D. Unless no interest by the community is expressed, a CLC is to be established for all current and new institutions as well as in each community or service area where a corrections center is located, or will be located, and where such a committee does not exist. If no community interest is expressed in a CLC, annual attempts shall be made to establish a CLC, and an outline of steps taken to recruit CLC members shall be submitted yearly to the Deputy Director CFA or FOA, as applicable. Institutions and corrections centers, in close proximity to each other, may establish a joint CLC.
- E. The Committee is to function solely in an advisory capacity and should assist in resolving concerns between the community and facility. The membership of the Committee shall include as broad a representation of local residents and key community leaders as possible. The Committee should meet as needed on a regular basis at the discretion of the community representative, but at least quarterly. Minutes are to be taken and distributed to CLC members, the CFA Regional Prison Administrators and FOA Regional Administrators, as well as applicable and appropriate facility staff.
- F. Each institution, community corrections center, or service area shall develop its own goals, and operating procedures if necessary, for its CLC based on programming and security needs, the location of the facility, physical plant and specific community concerns.