



**COLORADO**  
Department of Corrections  
Fremont Correctional Facility

Jay Hudson, Administrative Services Manager  
P.O. Box 999  
Canon City, CO 81215-0999

MEMORANDUM:

Date: September 21, 2017  
To: Mr. Michael Clark  
7 Habits of Highly Effective People "Core Group Member"  
From: Jay Hudson, Administrative Services Manager  
7 Habits Facilitator  
Subject: Letter of Appreciation

Mr. Clark, on behalf of the 18<sup>th</sup> 7 Habits of Highly Effective People for Staff class we would like to thank you for your inspiring words and participation in the Habit 5 presentation. The story you shared and direction given truly reflects the integrity and character that you possess. It is obvious to the instructors and student alike that you live the 7 habits and carry with you passion for doing the right thing. It is thanks to you that our organization is safer and more secure which allows us to fulfill the mission of the department of building a safer Colorado for today and tomorrow.

It is difficult at times for staff to realize that even though there is still a separation between offender and staff, that there is still a relationship that is established while we open emotional bank accounts with each other. You represent the characteristics of humanity that allows a rich relationship between yourself, other offenders, and with the staff at this facility.

We thank you for your continued efforts and ability to teach others to do the right thing based on the principles and values of the 7 habits curriculum. Again, it was an honor to have you speak on opening day of Habit 5 which set the tone for the day's workshop.

Sincerely,

Jay Hudson

Cc: Kimberly Simmons, Case Manager

