

## Tasks/Deliverables

### **VAWA/STOP Intimate Violence Enhanced Service Team (InVEST)**

Orlando Police Department

July 1, 2013 – June 30, 2015

- (1) The Orlando Police Department (OPD) shall hire and staff a minimum of one full time InVEST Detective for the sole purposes of this project. The InVEST Detective will only be assigned cases involving intimate partner violence and will work collaboratively with the Harbor House of Central Florida's (HH) InVEST Advocate on such cases.
- (2) Team will develop a revised Memorandum of Understanding (MOU) that incorporates issues regarding confidentiality, victim advocate privilege, information sharing, InVEST partnership protocols with HH, referral procedures and documentation within the first sixty days of the project period. The MOU will be submitted to FCADV for review and approval prior to being signed by the local partners.
- (3) Throughout the project period, OPD shall ensure the InVEST Detective receives FCADV approved training on InVEST Project Standards, policies, protocols, domestic violence evidence collection domestic violence homicide, batterer tactics, batterer accountability, coordinated community response to reduce intimate partner homicide, and the dynamics of domestic violence. If OPD project staff would like to utilize project funds to attend training that is not facilitated by FCADV, the training agenda must be submitted to FCADV for approval prior to attendance.
- (4) The OPD InVEST Detective and an OPD Command staff member or DV Unit Director shall attend FCADV's InVEST Project initial grantee meeting to be held during the first three months of the project.
- (5) OPD shall work closely with Harbor House of Central Florida's InVEST Advocate throughout the project period on all aspects of the project.
- (6) OPD will provide private office space for the HH InVEST Advocate to utilize when necessary to be onsite.
- (7) In accordance with F.S. 741.29, OPD shall, without charge, send a copy of the initial police report, as well as any subsequent, supplemental, or related reports, (excluding victim/witness statements or other materials that are part of an active criminal investigation and are exempt from disclosure under chapter 119) to HH within 24 hours after the agency's receipt of the report. The report furnished to the domestic violence center must include a narrative description of the domestic violence incident.

(8) The OPD InVEST Detective shall contact HH's InVEST Advocate via phone (or in person) daily and will meet face-to-face a minimum of once a week to discuss potential InVEST cases and current InVEST cases.

(9) OPD commits to implementing continued batterer accountability measures regardless of whether or not the victim participates in the InVEST Project. This will be accomplished through training, expanded evidence collection, enhanced focus on the batterer and direct contact with the respective assistant states' attorney representative to increase prosecutions of domestic violence perpetrators.

(10) The OPD InVEST Detective and HH InVEST Advocate shall thoroughly review domestic violence reports/cases to ensure the correct charges were placed on the suspect; ensure written statements were documented; ensure that evidentiary photos were taken; review the batterer's criminal history, including communication with any current or past probation officer; determine if there are any other witnesses who might provide a statement; determine if there is any other evidence that may be collected to support or enhance charges; determine if there are injuries that may enhance charges including, but not limited to, strangulation; follow up with the victim to determine if any injuries or new bruising is now evident and photograph those injuries to update the evidence for prosecution; and inquire if the victim has seen a medical provider since the time of the incident.

(11) OPD and Harbor House, with the guidance of FCADV staff, will develop or enhance InVEST policies and procedures within the first six months of the project period. The policies and procedures will follow FCADV mandated InVEST Standards. Protocols and procedures will be submitted to FCADV for review and approval prior to implementation.

(12) OPD shall utilize FCADV InVEST Standards templates including, but not limited to: *Release of Information*, *Referral Checklist*, *Referral Form*, *Potential Participant Log*, and *Animal Control Community Referral Form*. Templates may be updated to reflect the local community's specific needs. If enhancements are made, the templates shall be submitted to FCADV for review and approval prior to implementation.

(13) OPD shall enhance or develop policies and protocols regarding batterer accountability in domestic violence cases. The policies and protocols must include OPD's direct communication with respective community criminal justice partners including, but not limited to: probation, States' Attorney, States' Attorney Investigators and any other partners deemed appropriate to hold the offender accountable. The policies and protocols shall align with the International Association of Chiefs of Police's Model Policy Response to Domestic Violence and shall be submitted to FCADV for review and approval prior to implementation.

(14) OPD shall utilize FCADV InVEST related tools during project implementation including, but not limited to, FCADV's law enforcement domestic violence homicide risk assessment tool. OPD shall only utilize risk assessment tools which include risk assessment questions pre-approved by FCADV. Tools and other InVEST related materials shall be tailored to meet the local community's specialized needs. All current tools and those newly created for this project

and other related materials must be submitted to FCADV for review and approval before implementation.

(15) OPD shall create and establish or enhance to reflect this project, a Coordinated Community Response Team (Team) to assess current gaps and strengths of the local criminal justice system response to high risk domestic violence cases. Team members shall include, but not be limited to, qualified representatives from the following: OPD, Harbor House of Central Florida, the Orange County State Attorney's Office, and local batterer intervention program(s).

(16) If a local Fatality Review Team (FRT) does not already exist, OPD shall create and establish an FRT to include local stakeholders. OPD shall invite HH to assist with the development of the FRT. FCADV staff shall provide guidance on the development of the local FRT by sharing successful FRT development models and best practices.

(17) The OPD Detective with appropriate additional OPD personnel, such as a command staff ranking officer, will attend Orange County Fatality Review Team meetings, CCR meetings throughout the project period. Sign in sheets and meeting agendas shall be submitted with required FCADV monthly reports as evidence of attendance.

(18) Throughout the project period, the Team will meet monthly.

(19) Leadership of at minimum OPD and HH, shall meet quarterly throughout the project period to discuss and provide solutions for project challenges and successes. FCADV should be notified of such meeting dates and will participate in initial meeting(s) to support the development of project protocols and training plans.

(20) OPD shall foster relationships by providing support and education throughout the judicial process to improve the quality of victim services. For example, OPD shall attend first appearances with the victim and InVEST Advocate when warranted because of present high lethality indicators.

(21) The OPD InVEST Detective and other relevant staff shall attend FCADV InVEST Learning Exchanges throughout the project period.

(22) OPD shall conduct the International Association of Chiefs of Police's Self Assessments or similar assessment(s) approved by FCADV. The assessment results will be utilized to enhance OPD's response to domestic violence cases.

(23) OPD shall participate in a minimum of two calls each quarter with FCADV staff and at least one onsite visit per year throughout the project period. One of the two calls per quarter will be a statewide call including all participating FCADV InVEST projects to share project successes, challenges and best practices.

(24) OPD shall invite the HH InVEST Advocate to attend a minimum of one ride along with law enforcement officers within the first six months of the project.

(25) OPD shall invite the HH InVEST Advocate to attend a minimum of one roll call training within the first six months of the project.

(26) The OPD InVEST Detective shall co-facilitate with HH's InVEST Advocate, an InVEST-related training during roll call every six months throughout the project period. If not already pre-approved, the training shall be submitted to FCADV for review and approval prior to implementation. 75% of the road patrol deputies will receive this training by the end of the project period.

(27) OPD shall assist a minimum of 120 InVEST participants. The InVEST Detective will make every effort to enhance charges in all InVEST cases.

(28) Throughout the project period, ongoing feedback surveys will be collected to assess satisfaction of InVEST participants.

(29) OPD responding road patrol officers will collect photographic evidence in all cases where visible signs of injuries exist and supply the First Appearance assistant states' attorney with at least one photograph of those injuries prior to First Appearance. For evidentiary purposes, the officers will collect the 911 call (if made); any excited utterances made by any parties when arriving on scene; photographs of the crime scene, photographs of children who were at the scene at the time of the incident and collect any statements by the children, or others as appropriate and any physical evidence associated with the incident, i.e. broken bottles, lamps, furniture, etc.

(30) OPD shall work closely with the local State Attorney's Office to enhance evidence-based prosecutions.

(31) OPD shall update their website to include information for survivors of domestic violence including, but not limited to, information about the InVEST project and how to access services including FCADV's and HH's 24-hour crisis hotline numbers.

(32) OPD shall submit a proposed InVEST Project Sustainability Plan by the end of the third quarter of the project period for FCADV review and approval.

(33) Throughout the project period, OPD will participate in conference calls, webinars, meetings, trainings and technical assistance visits as required by FCADV.

**Orlando Police Department**

**Florida Coalition Against Domestic Violence**

**Signature:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

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