

DATE SUBMITTED 8/14/19  
 SUBMITTED BY Imperial Police Dept.  
 DATE ACTION REQUIRED \_\_\_\_\_

COUNCIL ACTION (x)  
 PUBLIC HEARING REQUIRED ( )  
 RESOLUTION ( )  
 ORDINANCE 1<sup>ST</sup> READING ( )  
 ORDINANCE 2<sup>ND</sup> READING ( )  
 CITY CLERK'S INITIALS [Signature]

**IMPERIAL CITY COUNCIL  
 AGENDA ITEM**

SUBJECT: <b>DISCUSSION/ACTION:</b>  1. The Imperial Police Department requests approval of the Operational Agreement between the Imperial Police Department and the Imperial County District Attorney's Office Victim Witness Assistance Program.	
DEPARTMENT INVOLVED:	
BACKGROUND/SUMMARY:  This is an Operational Agreement between the City of Imperial Police Department, and the Imperial County District Attorney's Office Victim Witness Assistance Program to continue to provide many forms of assistance to victims and witnesses of criminal activity. This agreement will allow them to provide these services to members of our community as a result of criminal incidents. Please see attached letter from the Imperial County District Attorney's Office.	
FISCAL IMPACT: None	ADMIN SERVICES SIGN INITIALS <u>[Signature]</u>
STAFF RECOMMENDATION: Staff recommends approval of this agreement.	DEPT. INITIALS <u>ML</u>
MANAGER'S RECOMMENDATION:	CITY MANAGER'S INITIALS <u>[Signature]</u>
MOTION:	
SECONDED: AYES: NAYES: ABSENT:	APPROVED ( )                    REJECTED ( ) DISAPPROVED ( )                DEFERRED ( )  REFERRED TO:

IMPERIAL COUNTY  
DISTRICT ATTORNEY'S OFFICE  
Deborah D. Owen  
Assistant District Attorney



GILBERT G. OTERO  
DISTRICT ATTORNEY  
940 West Main Street, Suite 102  
El Centro, CA 92243  
Tel: (442)265-1178  
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**IMPERIAL COUNTY DISTRICT ATTORNEY VICTIM WITNESS ASSISTANCE PROGRAM  
AND IMPERIAL POLICE DEPARTMENT  
OPERATIONAL AGREEMENT  
EFFECTIVE 7/1/2019 - 6/30/21**

This Operational Agreement stands as evidence that the Imperial County District Attorney's Office Victim Witness Assistance Program and the Imperial Police Department will renew their commitment to work together toward the mutual goal of providing maximum available assistance for crime victims residing in Imperial, CA. Both agencies believe that implementation of the activities described herein, will further this goal. To this end, each agency agrees to participate by coordinating/providing the following:

- The Imperial County District Attorney's Office Victim Witness Assistance Program and the Imperial Police Department shall make mutual referrals as appropriate.
- The Imperial Police Department will refer victims to the Victim Witness Assistance Program by providing victims with contact information or by directly contacting Victim Witness by phone or email to request assistance.
- Victim Witness personnel will be readily available to the Imperial Police Department for service provisions through direct referral of all victims of crime.
- Victim Witness personnel shall provide training to law enforcement on services available to crime victims as needed.
- Regularly scheduled meetings between Imperial Police Department representative and Program Director of Victim Witness while participating on the Child Abuse Response Team, Sexual Assault Response Team and Death Review Team.
- The Imperial County District Attorney's Office Victim Witness Assistance Program staff shall be available to the Imperial Police Department at 940 W. Main Street, Suite 102, El Centro, CA 92243, (442) 265-1175

We, the undersigned as authorized representatives of the Imperial County District Attorney's Office Victim Witness Assistance Program and Imperial Police Department hereby approve this document.

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
**Leonard Barra**  
Chief of Police  
Imperial Police Department

\_\_\_\_\_  
**Melissa Lopez-Moore**  
Program Director  
Victim Witness Assistance Program