

MEMORANDUM OF UNDERSTANDING

Between
Prince George County Police
And
Riverside Regional Jail Authority

April 4, 2012

By signing this agreement, both Prince George County Police (PGPD) and Riverside Regional Jail Authority (RRJA) commit themselves to cooperative efforts as described below; to outline the needs, duties, and responsibilities of the PGPD and RRJA when a death or suspected crime occurs on RRJA property.

This agreement becomes effective on the date both the PGPD and RRJA signs this MOU and shall remain in effect unless one or both parties agree to terminate the agreement.

Responsibilities

A. Prince George County Police Department

1. It will be the responsibility of the Prince George County Police Department to investigate any death that occurs on RRJA property.
2. It will be the responsibility of the Prince George County Police Department to investigate any alleged sexual assault that occurs on RRJA property.
3. It will be the responsibility of the Prince George County Police Department to investigate any assault that involves the following:
 - a. The shooting of any person
 - b. Stabbing, cutting or significant wounding of another individual
 - c. Injury to a person by the use of a caustic substance
 - d. Injury to an individual by the adulteration of food, drink, or medicine
4. It will be the responsibility of the Prince George County Police to investigate any reported crime or traffic crash that occurs in the parking lot or outside the secure perimeter of the main jail or pre-release center.
5. It will be the responsibility of the Prince George County Police to investigate fraud cases when the offender(s) is not an inmate at Riverside Jail.
6. It will be the responsibility of the Prince George County Police to investigate any criminal complaints that stem from interaction with the Magistrate.

B. Riverside Regional Jail

1. It will be the responsibility of Riverside Regional Jail to investigate all property crimes reported inside the secure perimeter of the main jail and pre-release center.
2. It will be the responsibility of Riverside Regional Jail to investigate simple assault cases and other assaults where the victim is not significantly injured. These refer to assaults reported inside the secure perimeter of the main jail and pre-release center.
3. It will be the responsibility of Riverside Regional Jail to investigate all fraud cases that occur between inmates reported inside the secure perimeter of the main jail and pre-release center.
4. It will be the responsibility of Riverside Regional Jail to investigate all narcotic cases reported inside the secure perimeter of the main jail and pre-release center.

Procedures

A. Reporting

1. In non-emergency situations RRJ Representatives are to call 733-2770 and relay the information to the dispatcher and request that an officer respond.
2. For emergencies, dial 911.
3. In circumstances where the PGPD receives a complaint from an inmate, PGPD shall contact a representative from the RRJ, Office of Professional Review (OPR) and make them aware of the complaint. OPR and PGPD will discuss the complaint and based on the known information determine which agency will assume responsibility for the investigation.

B. Crime Scenes

1. In the interests of preserving a crime scene, responding RRJ officers should enter crime scenes only for purposes of:
 - a. Aiding victims or bystanders in need of immediate assistance,
 - b. Apprehending perpetrators, or
 - c. Securing the area.
2. Other entries shall be permitted only under direction of a RRJ Supervisor.
3. RRJ Officers making initial entries for the above purposes shall, where feasible, avoid touching, walking upon, moving objects or otherwise altering or contaminating the crime scene.
4. Define the boundaries of the crime scene to include all areas that may reasonably be searched for evidence. As necessary, considering the nature and seriousness of the

crime, RRJ officers should:

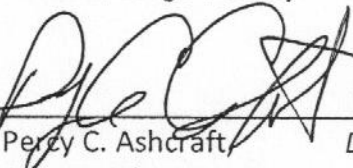
- a. Erect barricade tape, rope or cordon off, lock or otherwise secure the immediate crime scene and restrict access to defined crime perimeters; and
 - b. Record any alterations made at the crime scene due to emergency assistance to victims, the actions of persons reporting the crime, handling of any items of evidentiary value or other actions.
 - c. Restrict all persons from the crime scene who are not directly involved in the investigation.
5. A RRJ Supervisor or designee shall brief arriving PGPD Detective or representative from OPR, whichever agencies is conducting the investigation, of pertinent information regarding the details of the crime and names of those involved.

Any and all information pertaining to RRJA, RRJ employees, or RRJ inmates shall remain confidential unless the information is required to be used in the prosecution of the criminal case or unless otherwise required to be disclosed under Virginia law.

Acceptance is required by placing your signature and date below. Please return the original, and retain a copy for your records.

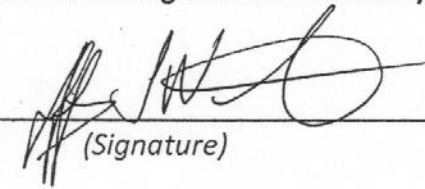
Accepted:

Prince George County

By:  5-10-12
Percy C. Ashcraft Date
County Administrator

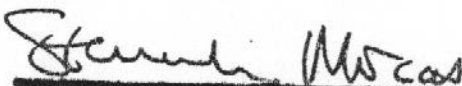
 5-17-12
Edward Frankenstein Date
Chief of Police

Riverside Regional Jail Authority:

By:  5-24-12
(Signature) Date

Jeffery L. Newton, CJM
Superintendent

Approved As To Form:


County Attorney