

## **PREPLAN FOR CRISIS RESPONSE**

### **MOU from the Jefferson and Gilpin Counties Community Crisis Response Team**

Memorandum of Understanding  
Jefferson and Gilpin Counties Community Crisis Response Team

#### **I. Purpose:**

The purpose of this MOU is to outline the overall mission of the Jefferson and Gilpin County Community Crisis Response Team (JGCCCRT) and delineate the responsibilities between the participating member agencies listed above and any additional agencies that have agreed to this MOU.

This MOU will formalize relationships between participating agencies for policy guidance, planning, training, public relations and media relations in order to maximize inter-agency cooperation. This will also create a cohesive unit capable of addressing the needs of victims of mass tragedy.

Each participating agency agrees that its personnel and/or its equipment may be used in responding to victims of mass tragedy.

#### **II. Mission:**

The mission of the JGCCCRT is to promote an interagency, timely and coordinated response to assist victims of community disaster in Jefferson and Gilpin Counties.

#### **III. Participation:**

Aside from the participating agencies listed below, the JGCCCRT is also comprised of a steering committee, which will meet regularly to plan trainings, review and develop team policy and assume responsibility for educating the community about the JGCCCRT.

The JGCCCRT will consist of the following members who will assume the stated responsibilities:

##### **A) Jefferson County Mental Health**

- Crisis Intervention
- Defusings/Debriefings
- Counseling Services
- State-mandated responsibility for provision of needed mental health services
- Planning and implementation of mental health crisis and disaster services

**B) First Judicial District Law Enforcement Based Victim Advocates** as represented by: Jefferson County Sheriff's Office Victim Services Unit, Lakewood Police Department Victim Assistance Unit, Victim Outreach Information (Victim Services Representative for Golden Police Department, Edgewater Police Department, School of Mines Police Department, Mountain View Police Department, Wheat Ridge Police Department), Arvada Police Department Victim Services Unit, Westminster Police Department Victim Services Unit, Gilpin County Sheriff's Office Victim Services Unit

- Crisis Intervention on scene/hospitals etc.
- Coordination & assemble crisis intervention teams
- Assistance to Coroner with death notifications upon request
- Information/referrals and resources
- Defusing/debriefing

**C) Jefferson County Public Schools**

- Crisis Intervention
- Mental Health support - students and families
- Possibility of space/transportation

**D) Red Cross**

- Mental Health workers to provide crisis intervention
- Vouchers for hotel/motel
- Vouchers for food/clothing
- Provide food for victims/responders
- Set up shelters
- Set up 24-hour hotline
- Ham Radio Operators network

**E) Family Tree**

- Follow-up support-counselors, resources, shelter

**F) District Attorney's Office/Victim Witness**

- Backup Law Enforcement Advocates-crisis intervention/debriefing
- When a crime has occurred: victim rights information, accompany victims/witnesses to court, administer crime victim compensation benefits, trial coordination, Victim/family meetings

**IV. Deployment:**

Victim Services Units associated with the law enforcement agency identified as lead agency in any community disaster will coordinate the response to the emotional needs of the victims of community disaster in Jefferson and Gilpin Counties. Said unit will follow internal policy and procedures to deploy the JGCCCRT to include the law enforcement agency mutual aid policy. It will be the responsibility of this Victim Services Unit to coordinate services with any affected agency or business, as well as with agencies that traditionally respond to crises.

In accordance with the Aviation Disaster Family Assistance Act of 1996, American Red Cross bears primary responsibility for coordinating emergency care and support of passengers and their families involved in aircraft accidents. In these cases, American Red Cross will be part of the unified command system and will coordinate with victim services. Secondly, acts of terrorism fall under the jurisdiction of the Federal Government. Victim Services will be coordinated with the federal victim assistance program.

#### **V. Operations:**

The Incident Commander (ICP) of the lead law enforcement agency will establish a Victim Services staging area. All persons responding to aid/assist victims will report to the staging area. They will be screened for qualifications and then directed to the specific area of need. Identification cards will be distributed to JGCCCRT Members. It is the responsibility of team members to maintain confidentiality and follow established procedures. Victim Services will also have a station at the Incident Command Post or direct access to it. Communication and coordination will originate from this point.

#### **VI. Liability:**

Each member agrees negligent acts are the sole responsibility of each representative agency and none of the agencies waive the benefits or obligations of the Colorado Governmental Immunity Act, C.R.S. 24-10-101, et seq.

#### **VII. Salary/Overtime:**

Members of the JGCCCRT will receive any salary or overtime reimbursement (if any) through their parent agency.

#### **VIII. Media Relations:**

The JGCCCRT will defer all media inquiries to the Public Information Officer employed with the commanding law enforcement agency (or Red Cross if they are the lead agency).

#### **IX. Confidentiality:**

Members of the JGCCCRT agree to the following confidentiality statement, which was adopted by the JGCCCRT Steering Committee in August 2004.

*The primary role of the Jefferson and Gilpin Counties Community Crisis Response Team (JGCCCRT) is to provide emotional support to victims of traumatic events. In order to provide the most broad based professional response possible, the team is*

*comprised of law enforcement based victim advocates, mental health workers, American Red Cross volunteers, school personnel, clergy and community members.*

*Recognizing the diversity of the team members and their professional roles, the following standards of practice apply to all team members when they are acting in the capacity of a crisis responder as part of the JGCCCRT.*

*In relationships with every victim, the JGCCCRT member will serve as a victim advocate and in that capacity, act on behalf of the victim's needs.*

*All team members will respect the victims' rights to privacy and confidentiality, subject only to laws or regulation requiring disclosure of information to other sources, such as when disclosure is necessary to prevent serious foreseeable and imminent harm to anyone.*

#### *Confidentiality Rules Specific to Law Enforcement Based Advocates*

*The JGCCCRT recognizes the particular practice required of law enforcement based advocates that requires disclosure of information, that may be related to the investigation of a crime, to law enforcement. Because of this fact, initially only law enforcement based victim advocates will be assigned to assist witnesses or potential witnesses to the crime.*

#### *Confidentiality Rules Specific to Mental Health Workers*

*The JGCCCRT recognizes the importance of maintaining the ethical and legal standards for Mental Health Workers as governed by (CRS 12-43-218). Team members also recognize the importance of facilitating the victim's disclosure of information that may be relevant to the investigation of a crime, to law enforcement. Therefore, if it is discovered that a member who cannot abide by rules established for law enforcement based advocates, is inadvertently assigned to a potential witness, he/she will make every effort to convince that person to report to law enforcement, while maintaining confidentiality as required by law.*

#### **X. Modification:**

This MOU may be modified at any time with written consent of all participating agencies within the steering committee.