HEALTHY FAMILIES OF CLALLAM COUNTY-CHILDREN'S ADVOCACY CENTER (HFCC-CAC)

Inter-Agency Agreement

In order to undertake a unified approach to child abuse cases arising in Clallam County, Washington, the parties agree as follows:

As outlined in the Clallam County Criminal Child Abuse/Neglect Investigation Protocol the undersigned agencies have specific responsibilities with regard to the investigation, assessment, medical/therapeutic treatment, and prosecution of cases of child abuse. We agree to support the concept and adhere to the guidelines as outlined. We understand that on occasion exceptions to these guidelines will be necessary. We, the undersigned, do hereby acknowledge that the multi-disciplinary team approach, through the institution of The Children's Advocacy Center will unify our community in the daily struggle to ensure the protection of our children.

The mission of the Children's Advocacy Center is to protect children by providing onsite inter-agency collaboration including access to victim's advocacy services for both victim and non-offending family members.

Each party agrees to support the concept and philosophy of the Healthy Families of Clallam County Children's Advocacy Center (HFCC-CAC), a neutral, child-friendly site promoting the multi-disciplinary team (MDT) approach to investigating child abuse cases, and agrees that all efforts will be made to interview and meet with children and their non-offending family member/caregivers at the CAC.

Each party will devote sufficient staff and resources to maintain a team whose goals are to facilitate the recovery of the child victim and improve investigative outcomes.

Each party agrees that interviews of children will be conducted by specially trained law enforcement as per county protocols. Interviews conducted at the CAC may be observed by the prosecuting attorney, child protective services, mental health provider, CAC staff, and or other professionals deemed appropriate by the members of the MDT.

Each party agrees that all efforts will be made to coordinate each step of the investigative process to minimize the number and length of interviews to which the child is subjected.

The parties agree to meet (a minimum of) once per month for case review of specific cases for the purpose of sharing relevant information, monitoring case status, and recommending specific referrals.

The parties recognize the fact that each of them has a different role and specific responsibilities for the interviewing, investigation, treatment, prosecution, and support services in the handling of these cases. It is further recognized that a team approach is more conducive to the resolution of the problems presented by these cases than through an individual agency approach.

Information shared by the parties is hereby deemed as necessary to the fulfillment of the role of each party and shall not be disclosed to the public. All parties, in accordance to their individual agency's policies, agree to share information with other MDT members which will, as necessary, be communicated

Approved as to form only by:
David Alvarez 1/10/20
David Alvarez
Chief Civil Deputy Prosecuting Attorney
Clallam County

to others as deemed necessary by the MDT, for the welfare of the investigation and the victim. All confidential information acquired by members of the MDT shall remain confidential.

All parties, in accordance to their individual agency's policies, agree to participate in on-going training in the field of child sexual abuse.

The signing parties shall review this Agreement at least once a year.

This Agreement may be amended from time to time as the parties agree by approval of two-thirds (2/3) of the members. Each amendment will take into consideration the policies, standards, codes of conduct, and laws governing each party involved with this agreement.

No party shall withdraw from participation under this Agreement without first giving other parties forty-five (45) days written notice.

The parties to this Agreement agree to abide by the mission statement of the Healthy Families of Clallam County Children's Advocacy Center.

IN WITNESS WHEREOF, on this day, we have signed our names to this Agreement any of which shall serve as an original on the date first stated above.

Tom Stokes- Department of Children and Youth Services — **DATE** 1-29-2020

Chief Brian Smith-Port Angeles Police Department — **DATE**

W.T. Benedict — 1-14-2020

Sheriff Bill Benedict-Clallam County Sheriff — **DATE**

2/14/20

Chief Sheri Crain-Sequim Police Department — **DATE**

Signature for Frances Charles — 2/18/2020

Frances G. Charles-Lower Elwha Tribal Chairwoman — **DATE**

Mark Nichols — January 14, 2020

Mark Nichols-Clallam County Prosecuting Attorney — **DATE**

Bill Bloor-Port Angeles City Attorney — **DATE**

Kate Espy-Harrison Medical Center — **DATE**

Approved as to form only by:

David Alvarez 1/10/20

David Alvarez
Chief Civil Deputy Prosecuting Attorney
Clallam County

to others as deemed necessary by the MDT, for the welfare of the investigation and the victim. All confidential information acquired by members of the MDT shall remain confidential.

All parties, in accordance to their individual agency's policies, agree to participate in on-going training in the field of child sexual abuse.

The signing parties shall review this Agreement at least once a year.

This Agreement may be amended from time to time as the parties agree by approval of two-thirds (2/3) of the members. Each amendment will take into consideration the policies, standards, codes of conduct, and laws governing each party involved with this agreement.

No party shall withdraw from participation under this Agreement without first giving other parties forty-five (45) days written notice.

The parties to this Agreement agree to abide by the mission statement of the Healthy Families of Clallam County Children's Advocacy Center.

IN WITNESS WHEREOF, on this day, we have signed our names to this Agreement any of which shall serve as an original on the date first stated above.

1/10/2020

Tom Stokes- Department of Children and Youth Services **DATE**

Chief Brian Smith-Port Angeles Police Department **DATE**

Sheriff Bill Benedict-Clallam County Sheriff **DATE**

Chief Sheri Crain-Sequim Police Department **DATE**

Frances G. Charles-Lower Elwha Tribal Chairwoman **DATE**

Mark Nichols-Clallam County Prosecuting Attorney **DATE**

Bill Bloor-Port Angeles City Attorney **DATE**

12/23/19

Kate Espy-Harrison Medical Center SANE Clinic Nurse **DATE**

HEALTHY FAMILIES OF CLALLAM COUNTY-CHILDREN'S ADVOCACY CENTER (HFCC-CAC)

Inter-Agency Agreement

W. Ron Allen – Chairman/CEO Jamestown S'Klallam Tribe	DATE
	2/21/20
Stephen Taylor-Mental Health	DATE
Becca Korby	2/20/20
Becca Korby-Healthy Families of Clallam County Children's Advocacy Center	DATE

MEMORANDUM OF UNDERSTANDING BETWEEN JAMESTOWN S'KLALLAM TRIBE AND HEALTHY FAMILIES OF CLALLAM COUNTY-CHILDREN'S ADVOCACY CENTER (HFCC-CAC)

In order to undertake a unified approach to child abuse cases arising in Clallam County, Washington, and to record an agreement of cooperation, collaboration & mutual support in establishing a Children's Advocacy Center (CAC) at the Jamestown Justice Center in Blyn, WA, the parties agree as follows:

As outlined in the Clallam County Criminal Child Abuse/Neglect Investigation Protocol the undersigned agencies have specific responsibilities with regard to the investigation, assessment, medical/therapeutic treatment, and prosecution of cases of child abuse. We agree to support the concept and adhere to the guidelines as outlined. We understand that on occasion exceptions to these guidelines will be necessary. We, the undersigned, do hereby acknowledge that the multi-disciplinary team approach, through the institution of The Children's Advocacy Center will unify our community in the daily struggle to ensure the protection of our children.

The mission of the Children's Advocacy Center is to protect children. This includes providing onsite inter-agency collaboration including access to victim's advocacy services for both victim and non-offending family members.

Each party agrees to support the concept and philosophy of the Healthy Families of Clallam County Children's Advocacy Center (HFCC-CAC), a neutral, child-friendly site promoting the multi-disciplinary team (MDT) approach to investigating child abuse cases, and agrees that all efforts will be made to interview and meet with children and their non-offending family member/caregivers at the CAC.

Each party will devote sufficient staff and resources to maintain a team whose goals are to facilitate the recovery of the child victim and improve investigative outcomes.

Each party agrees that interviews of children will be conducted by specially trained law enforcement as per county protocols. Interviews conducted at the CAC may be observed by the prosecuting attorney, child protective services, mental health provider, CAC staff, and or other professionals deemed appropriate by the members of the MDT.

Each party agrees that all efforts will be made to coordinate each step of the investigative process to minimize the number and length of interviews to which the child is subjected.

The parties agree to meet (a minimum of) once per month for case review of specific cases for the purpose of sharing relevant information, monitoring case status, and recommending specific referrals.

The parties recognize the fact that each of them has a different role and specific responsibilities for the interviewing, investigation, treatment, prosecution, and support services in the handling of these cases. It is further recognized that a team approach is more conducive to the resolution of the problems presented by these cases than through an individual agency approach.

MEMORANDUM OF UNDERSTANDING BETWEEN
JAMESTOWN S'KLALLAM TRIBE AND
HEALTHY FAMILIES OF CLALLAM COUNTY-CHILDREN'S ADVOCACY CENTER (HFCC-CAC)

Information shared by the parties is hereby deemed as necessary to the fulfillment of the role of each party and shall not be disclosed to the public. All parties, in accordance to their individual agency's policies, agree to share information with other MDT members which will, as necessary, be communicated to others as deemed necessary by the MDT, for the welfare of the investigation and the victim. All confidential information acquired by members of the MDT shall remain confidential.

All parties, in accordance to their individual agency's policies, agree to participate in on-going training in the field of child sexual abuse.

The signing parties shall have the option of reviewing this Agreement at least once a year.

This Agreement may be amended from time to time as the parties agree by approval both members. Each amendment will take into consideration the policies, standards, codes of conduct, and laws governing each party involved with this agreement.

Parties to this agreement may, directly or by proxy, extend the conditions, expectations and requirements of this MOU to other jurisdictions with which they have similar agreements. This includes the cities of Port Angeles, Sequim and Port Townsend, as well as the counties of Clallam and Jefferson. Specific events and occurrences initiated by one party must include the full awareness and permission of the other party signed below.

No party shall withdraw from participation under this Agreement without first giving other parties forty-five (45) days written notice.

The parties to this MOU agree to abide by the mission statements of the Healthy Families of Clallam County Children's Advocacy Center and the Jamestown S'Klallam Tribe.

IN WITNESS WHEREOF, on this day, we have signed our names to this Agreement any of which shall serve as an original on the date first stated above.

W. Ron Allen 2/6/2020

W. Ron Allen – Chairman/CEO Jamestown S'Klallam Tribe **DATE**

Rebecca Korby 2/6/2020

Becca Korby – Executive Director, Healthy Families of Clallam County **DATE**