

**PROJECT RECOVER  
NOMINATION FOR THE  
HERMAN GOLDSTEIN AWARD  
for  
EXCELLENCE IN  
PROBLEM-ORIENTED POLICING**



**Scanning**

Law enforcement agencies dealing with domestic violence disputes in Edgar County, Illinois do not have established, consistent protocol. Also, there is no routine interaction between police and support agencies. Without consistent structured response, incidents are under reported, not thoroughly handled and referral requirements set forth in 750 EXS 60/303 and 60/304 are often not met. A domestic violence victim recently contacted ISP District 10 headquarters concerning her dissatisfaction with the actions of a local officer handling her call for assistance.

**Analysis**

Although a wide range of contributing sociological factors appear with frequency in domestic violence situations, there are no boundaries as to how, where and why violence may occur. Recent analysis of incidents, has identified inconsistencies in the way domestic violence situations are being handled and that Statutory requirements are not being met in all cases. It was further determined that not all agencies had a clear, written policy dealing with domestic violence cases. After consulting with the various agencies and disciplines involved in domestic violence issues, it was determine a county-wide policy to guarantee uniform compliance should be drafted..

**Response**

In an attempt to address victim support, foster effective prosecution, and enhance cooperation between all facets involved in domestic violence situations, a multi-disciplinary task force was created. Representatives from the Coalition Against Domestic Violence, Land of Lincoln Legal Assistance, Human Resources Center and Paris Community Hospital agreed to collaborate on this project. A volunteer group is currently organizing to provide ancillary support to the criminal justice and social service agencies.

**Assessment**

The task force will provide input to establish and encourage adherence to the protocol for handling complaints. Project success will be determined by development and implementation of a county-wide domestic violence response protocol. Improved handling of domestic violence incidents; and partnerships with community groups, schools, prosecutors, victim advocates and law enforcement.



*Protect*

**RECOVER**

Edgar  
County

Domestic  
Violence  
**protocol**

compiled by:  
Trooper Michael Sturgeon #3556  
ILLINOIS STATE POLICE  
DISTRICT 10  
GEOCOM OFFICER  
EDGAR COUNTY

# **Project: *RECOVER***

*Resources in Edgar County  
Concerned with  
Victim's Emergency Relief*

**Project:  
RECOVER**

***PARTNERS***

Paris Police Department  
Kansas Police Department  
Chrisman Police Department  
Edgar County Sheriff's Department  
Illinois State Police  
Edgar County State's Attorney  
Coalition Against Domestic Violence  
Fifth Judicial Circuit Court  
Land of Lincoln Legal Aid  
Paris Community Hospital  
Human Resources Center  
Paris Ministerial Alliance  
Edgar County School Districts  
Volunteers

 **Domestic  
Violence  
protocol**



## INDEX

1.....	profile- Edgar County
2.....	motivating factors
3.....	additional agencies
	chart
4.....	meeting synopses
7.....	goals (by group)
11.....	proposed policies (by group)

## ADDENDUM

Initial POP project form

Grant application concept letter

Correspondence to members

Liason Reports

# ***Introduction***

# PROFILE OF EDGAR COUNTY

EDGAR COUNTY IS LOCATED IN EAST-CENTRAL ILLINOIS, ENCOMPASSING APPROXIMATELY 650 SQUARE MILES. THE CURRENT POPULATION IS APPROXIMATELY 20,000, WITH THE DISTRIBUTION AS FOLLOWS:

PARIS (county seat).....	9,500
CHRISMAN.....	1,200
KANSAS.....	900
villages under 400 / rural.....	11,600

OPPORTUNITIES FOR EMPLOYMENT HAVE INCREASED IN THE PAST FIVE YEARS DUE TO AN INCREASE IN THE INDUSTRIAL BASE, WITH SEVERAL NEW FACTORIES LOCATING IN THE PARIS AREA. AT PRESENT, THE TWO PRIMARY AREAS OF EMPLOYMENT IN THE COUNTY INCLUDE FACTORY LABOR AND FARMING/AGRARIAN-BASED OCCUPATIONS.

# **MOTIVATING FACTORS / PROJECT INCEPTION**

**(LAW ENFORCEMENT)**

DUE TO REVISIONS IN THE DOMESTIC VIOLENCE ACT *{circa 1991-1994}*, LOCAL LAW ENFORCEMENT AGENCIES HAVE TRADITIONALLY RELIED ON TRAINING FROM THE EAST CENTRAL ILLINOIS MOBILE LAW ENFORCEMENT TRAINING TEAM FOR IMPLEMENTATION. RECENT ANALYSIS OF INCIDENTS, HOWEVER, INDICATE SOME STATUTORY REQUIREMENTS WERE NOT BEING MET ON EVERY OCCASION. IT WAS FURTHER DETERMINED THAT ONE AGENCY DID NOT HAVE A WRITTEN POLICY REGARDING ARREST PROCEDURES *{as required in 750 ILCS 60-301.1}*. AFTER CONSULTING WITH THE HEADS OF THE LAW ENFORCEMENT AGENCIES IN THE COUNTY, IT WAS DETERMINED ALL WERE WILLING TO ASSEMBLE TO DISCUSS THE POSSIBILITY OF DRAFTING A COUNTY-WIDE POLICY TO GUARANTEE UNIFORM COMPLIANCE. THE STATE'S ATTORNEY WAS ALSO CONTACTED AND AGREED TO PARTICIPATE TO ENSURE EFFECTIVE PROSECUTION.



## **RELATED AGENCIES**

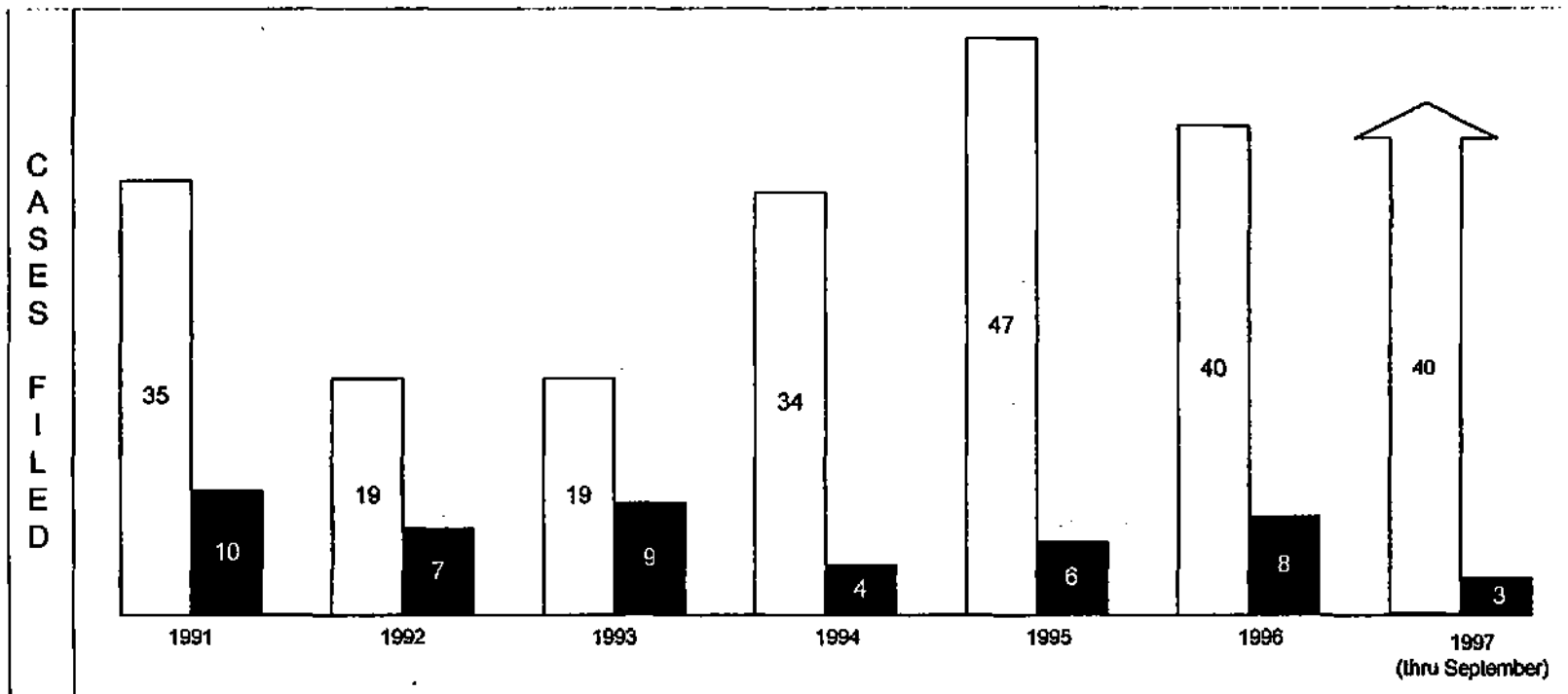
IN AN ATTEMPT TO ADDRESS VICTIM SUPPORT, FOSTER EFFECTIVE PROSECUTION, AND ENHANCE COOPERATION BETWEEN ALL FACETS INVOLVED IN DOMESTIC VIOLENCE SITUATIONS, IT WAS DECIDED TO EXPAND THE PROJECT BEYOND THE SCOPE OF ENFORCEMENT ALONE. REPRESENTATIVES FROM THE COALITION AGAINST DOMESTIC VIOLENCE, LAND OF LINCOLN LEGAL ASSISTANCE, HUMAN RESOURCES CENTER AND PARIS COMMUNITY HOSPITAL AGREED TO JOIN THE PROJECT. IN ADDITION, SEVERAL MEMBERS OF THE COMMUNITY EXPRESSED AN INTEREST IN PARTICIPATING IN THE PROJECT. THE VOLUNTEER GROUP IS CURRENTLY ORGANIZING TO PROVIDE ANCILLARY SUPPORT TO THE CRIMINAL JUSTICE AND SOCIAL SERVICE AGENCIES LISTED.

THE DOMESTIC VIOLENCE PROTOCOL COMMITTEE IS CURRENTLY OPERATING UNDER THE GRANT APPLICATION NAME, "PROJECT: RECOVER".

# DOMESTIC VIOLENCE and ORDER OF PROTECTION VIOLATION COMPLAINTS FILED (1991 THRU 09/1997)

DOMESTIC VIOLENCE COMPLAINTS

O.P. VIOLATIONS



*\*note: numerical values obtained from records of Circuit Clerk do not reflect arrests for which charges were not filed.*

***Meetings:  
general synopses/  
participants***

# GROUP MEETINGS

## GENERAL SYNOPSES

### MEETING 1 03/25/97

This initial meeting of agency representatives invited was intended as a general discussion of perceived problems involving domestic violence issues in general, as well as those specific to enforcement and prosecution in Edgar County. A general overview of the intent of the project was presented by I.S.P. personnel, and input was solicited from the respective disciplines to enhance services and cooperation. Suggested goals were outlined for the various agencies in attendance to consider, and the next meeting was scheduled. In attendance were the following:

Matt Sullivan	Edgar County State's Attorney
Erin Krabel	Assistant State's Attorney
Sinden L Mackey	Coalition Against Domestic Violence
Brenda Rawlings	Coalition Against Domestic Violence
Judy Hall	volunteer
Karl Famham	Edgar County Sheriff
Tom Boren	Chief - Paris Police Department
Kent Martin	Chief - Kansas Police Department
Mary Jackson	WTHI TV (volunteer)
Theresa Buescher-Borman	Land of Lincoln Legal Aid
Mike Sturgeon	I.S.P. - GeoCom Officer

### MEETING 2 04-29-97

This meeting was aimed at developing protocol. Additional ideas were suggested and discussed. Due to the large workload and diversity in focus of the various disciplines represented it was decided to divide into sub-groups to address their respective goals. Future meetings would separate law enforcement and victim services; after draft policies were established by the two sub-groups, both would reunite to discuss the tentative proposals. In attendance were the following:

Matt Sullivan	Edgar County State's Attorney
Erin Krabel	Assistant State's Attorney
Kent Martin	Chief - Kansas P.D.
Tom Boren	Chief - Paris P.D.
Ben Jenness	Chrisman P.D.
Anne Thompson	Director/Nursing-Paris Comm. Hosp.
Brenda Rawlings	Coalition Against Domestic Violence
Mary Jackson	WTHI TV (volunteer)
Theresa Buescher-Borman	Land of Lincoln Legal Aid
Monroe Hall	volunteer
Judy Hall	volunteer
Gary Wheat	Chief Deputy - Edgar Co. S.O.
Mike Sturgeon	I.S.P. - GeoCom Officer

## MEETING SYNOPSES (cont)

### MEETING 3 05-02-97

This ancillary meeting addressed potential for providing support for the volunteer group currently in organization. It was decided to seek grant funding to include a paid staff position for a victim coordinator; the purpose of which to provide information to victims on an ongoing basis concerning status of their court cases and additional service referrals. In addition, the funding would be utilized to provide operating expenses for implementing an office as a base of operation for the coordinator and volunteers. (As a result of this meeting, a subsequent concept paper was submitted to the Bureau of Justice Assistance in an attempt to qualify to submit a formal grant request.) Due to time constraints in the grant invitation, this meeting was limited to Chief Tom Boren and Tpr. Mike Sturgeon.

### MEETING 4 05-15-97

This meeting was conducted by the volunteer group organizing for victim assistance. The group agreed to a proposal made at a general meeting requiring volunteers to undergo a 40 hour training to be provided by the Coalition Against Domestic Violence, and to operate under the auspices of that agency. In response to a volunteer's proposal to attempt to operate a local safe-house, it was decided the operating expenses would be prohibitive for the anticipated amount of use. Instead, it was decided to accept an offer from the Ministerial Alliance to pay for motel rooms for victims in emergency situations where the use of the nearest safe-house (Charleston) would not be convenient. Those present at the meeting included:

Monroe Hall	volunteer group (organizer)
Paul Hardin	volunteer
Brenda Rawlings	Coalition Against Domestic Violence
Anna Thompson	Director/Nursing-Paris Camm. Hosp.
Don Flory	Paris Ministerial Alliance
Mike Sturgeon	I.S.P. - GeoCom Officer

### MEETING 5 05-15-97

This limited meeting was conducted to determine if the State's Attorney's Office was amenable to the proposed position of victim coordinator to work in conjunction with his office. Due to budgetary constraints, this proposal was tentatively accepted (subject to financing through alternative means). Present at this meeting were Matt Sullivan and Mike Sturgeon.

## MEETING SYNOPSES (cont.)

### MEETING 6 05-20-97

This meeting of the law-enforcement sub-group was initiated to develop a response protocol for police, and to establish guidelines for prosecution of domestic violence cases. At this meeting was Judge Richard Scott, Chief Judge of the Fifth Judicial Circuit, who agreed to serve on the committee. Although no formal procedure was established, a general set of guidelines was agreed upon, subject to acceptance when completed (see GOALS). Present were the following:

Matt Sullivan	Edgar County State's Attorney
Erin Krabet	Assistant State's Attorney
Tom Boren	Chief - Paris P.D.
Kent Martin	Chief - Kansas P.D.
Karl Famham	Edgar County Sheriff
Judge Richard Scott	Chief Judge-5th Judicial Circuit
Theresa Buescher-Bonman	Land of Lincoln Legal Aid
Mike Sturgeon	I.S.P. - GeoCom Officer

# ***Goals***

# PROPOSED GOALS

## BY GROUP

(AS OUTLINED IN MEETINGS)

### LAW ENFORCEMENT

-ESTABLISH PROTOCOL ACCEPTABLE TO ALL AGENCY HEADS, FULFILLING REQUIREMENTS SET FORTH IN 750 ILCS 60/304 (et al), TO INCLUDE THE FOLLOWING:

- mandated arrests when appropriate;
- seizing/inventorying of weapons (when appropriate);
- accompanying victim to residence to retrieve belongings and possessions;
- offering written summary of procedures and relief available, and the officer's name/badge number;
- providing a referral to accessible service agency;
- offering advice on seeking medical attention and preserving evidence;
- providing or arranging transportation to place of safety or shelter, or after court hours, providing or arranging transportation to nearest judge to file emergency order of protection;
- providing procedure in event any police officer is involved;

*(and, in event no arrest or initiation of criminal proceedings,)*

- complete a police report documenting allegations;
- provide State's Attorney referral information to victim;
- advise of importance to seek medical attention and preserve evidence

-DEVELOP AND CONDUCT TRAINING, TO INCLUDE:

- legal / policy requirements;
- victim impact training;
- civil liabilities for non-compliance

-DEVELOP DOMESTIC VIOLENCE RESPONSE PACKETS, TO INCLUDE:

- report form including prompts for required criteria;
- anatomical diagram to document type and location of injuries;
- victim statement form;
- temporary complaint form (to be completed by victim, if applicable);
- witness' statement forms;
- referral information (C.A.D.V. / State's Attorney);



# **PROPOSED GOALS**

BY GROUP (cont.)

## **LAW ENFORCEMENT** (cont.)

- DOMESTIC VIOLENCE RESPONSE PACKETS (cont.)
  - officer identification card (to be completed by investigating officer)
  - photographs
  - medical treatment information (name of treatment facility / attending personal, if appropriate)
  
- ISSUE DISPOSABLE CAMERAS

## **STATE'S ATTORNEY**

- ESTABLISH POLICY EMPHASIZING VIGOROUS PROSECUTION IN ALL INCIDENTS (excepting extraordinary circumstances)
  - develop procedure for prosecution with uncooperative victim;
  
- ESTABLISH REQUIREMENT FOR COURT-ORDERED REHABILITATIVE TREATMENT FOR OFFENDER (to be administered through Human Resources Center);
  
- IMPLEMENT POSITION OF VICTIM COORDINATOR TO FACILITATE FLOW OF INFORMATION TO / FROM VICTIM DURING COURT PROCEEDINGS (subject to funding);
  
- PROVIDE ASSISTANCE IN OBTAINING EMERGENCY ORDERS OF PROTECTION IN SITUATIONS WHEN LAND OF LINCOLN LEGAL AID ARE UNAVAILABLE;

## **COALITION AGAINST DOMESTIC VIOLENCE**

- RESPOND TO EMERGENCY SITUATIONS OF DOMESTIC VIOLENCE (AS NEEDED)
  - current response is from Charleston office;
  
- ENHANCE ASSISTANCE TO VICTIMS IN NON-EMERGENCY SITUATIONS
  - establish C.A.D.V. office in Paris to promote awareness and accessibility (tentatively offered as 2-3 days per week);

# **PROPOSED GOALS**

## **BY GROUP (cont.)**

### **COALITION AGAINST DOMESTIC VIOLENCE (cont.)**

- PROVIDE STANDARDIZED 40 HOUR TRAINING COURSE FOR EDGAR COUNTY VOLUNTEER ORGANIZATION

### **LAND OF LINCOLN LEGAL AID**

- PROVIDE ASSISTANCE FOR QUALIFYING VICTIMS
  - Orders of protection;
  - Representation at hearings;
    - emergency hearings
    - plenary hearings
    - divorce proceedings (when applicable)

### **EDGAR COUNTY AREA DOMESTIC VIOLENCE ASSISTANCE VOLUNTEERS**

- ESTABLISH PARIS OFFICE (IN CONJUNCTION WITH C.A.D.V.);
  - arrange full-time (business hours) staffing to provide continuity to victims, for assistance when C.A.D.V. personnel are not available;
  - establish telephone hot-line (staffed 24 hours), to provide information and assistance to victims;
  - provide behind-scene support to law enforcement and C.A.D.V.;
  - assist law enforcement by providing transportation for victims and families to/from safe-house in Mattoon (when applicable);
  - assist State's Attorney's Office (and victim coordinator, subject to funding for position) by providing case status updates to victims;
  - Establish school programs (in conjunction with C.A.D.V. aimed at educating children about abuse to deter perpetuation of cycle of violence, and to promote seeking help if dangerous situations exist;
  - Provide short-term emergency shelter at local motels (if appropriate);

# **PROPOSED GOALS**

## **BY GROUP (cont)**

### **PARIS COMMUNITY HOSPITAL**

#### **-ESTABLISH PROTOCOL FOR TREATMENT OF SUSPECTED VICTIMS;**

- Provide for safety of victim and family
  - request law enforcement presence if possibility of aggressor coming to scene exists
- Provide referral to victim service agency for counseling / assistance
- Provide referral to law enforcement emphasizing necessity of prosecution
- Document injuries in written form to facilitate effective prosecution
- Document all attending personnel witnessing injuries / statements
- Document victim statements (when legally permitted)
- Document victim injuries with photographs
- Maintain chain of custody of other available evidence (clothing, etc.)
- Assist volunteers and C.A.D.V. with abuse education programs at schools

# ***Proposed Policies***

# PROPOSED POLICIES

## BY GROUP

---

### LAW ENFORCEMENT

#### DOMESTIC VIOLENCE POLICY

- I. POLICY  
The (Police Agency) will treat violations of Orders of Protection and domestic violence as criminal conduct and will respond to calls for assistance without unnecessary delay. All reasonable steps will be taken to prevent further abuse, neglect, or exploitation of domestic violence victims. Officers responding to complaints of domestic violence shall effect an arrest when probable cause exists to believe a crime has been or is being committed.
  
- IE. AUTHORITY  
750 ILCS 60/101 (*etseq.*)
  
- III. DEFINITIONS
  - A. Domestic violence - When any family or household member commits or attempts to commit any of the following types of offenses against another
    - 1. Bodily harm or threat of imminent bodily harm;
    - 2. Sexual assault or sexual abuse (as defined in 720 ILCS 5/12-12 *etseq.*);
    - 3. Physical restraint or interference with personal liberty;
    - 4. Willful deprivation or neglect;
    - 5. Property crime directed at victim;
    - 6. Harassment or intimidation;
    - 7. Violation of selected remedies of an Order of Protection
  
  - B. Family or household members - includes persons who fit in the following categories:
    - 1. Spouses or former spouses;
    - 2. Parents, children, stepchildren, and other persons related by blood or by present or prior marriage;
    - 3. Persons who share or formerly shared a common dwelling;
    - 4. Persons who have or allegedly have a child in common;
    - 5. Persons who have or have had a dating or engagement relationship (excluding a casual acquaintanceship or ordinary fraternization between two individuals); or
    - 6. Persons with disabilities and their personal assistants.

# **LAW ENFORCEMENT**

## **DOMESTIC VIOLENCE POLICY (cont.)**

### IV. PROCEDURES

#### A. Responding Officer

1. When an officer is the first to respond or comes upon a domestic violence incident, the officer will immediately take all reasonable steps to protect the victim by arresting:
  - a. the primary aggressor where probable cause exists to believe that he/she has committed a crime or domestic violence-related offense.
  - b. any subject who has inflicted bodily harm on another party, and the injury was not inflicted in self-defense.
  - c. any subject who has violated the automatic 72-hour no-contact provision of a bail bond or released on recognizance.
  - d. any subject who has violated certain provisions of an Order of Protection, under the following circumstances:
    1. the officer has verified a valid Order of Protection through LEADS or by contacting the originating authority or referring to the victim's copy of such order;
    2. the subject has knowledge of the order
    3. the subject has violated one or more of the remedies of an active Order of Protection.

Note: An entry of an Order of Protection is not in itself evidence of a crime or immediate threat to the victim.
2. In determining if a person is the primary aggressor, the officer shall consider who initiated physical contact which precipitated the call and whether one of the persons acted in self-defense. Other considerations may include:
  - a. prior complaints of domestic violence;
  - b. relative severity of injuries inflicted on each person;
  - c. likelihood of future injury to each person;
  - d. the use of any weapon to inflict injury or to intimidate or threaten the victim, or

# **LAW ENFORCEMENT**

## **DOMESTIC VIOLENCE POLICY (cont.)**

- e. any other available information and observations.
- 3. Officers will take possession of specific weapons, including legally possessed firearms, if there is probable cause to believe these weapons were used or were threatened to be used to commit domestic violence.
- 4. Arrest of Victim
  - a. Arrest of the victim {as opposed to the primary aggressor) is discouraged, even where the victim has committed a criminal offense. Details of the incident should be forwarded to the state's attorney's office for a decision on whether prosecution is appropriate.
  - b. Persons who are listed as protected by an Order of Protection may not be arrested for a violation of the order.
- 5. Victim Assistance
  - a. If a police officer has reason to believe a person has been abused, neglected or exploited by a family or household member, the officer will immediately take all reasonable steps to prevent further abuse, neglect or exploitation.
  - b. An officer will request assistance from a juvenile officer when an officer takes a child into protective custody or has reasonable cause to believe a child has been subjected to domestic violence, abuse or neglect.
  - c. An officer responding to a complaint of domestic abuse will provide or arrange for transportation of the victim and victim's family to the nearest medical facility for treatment of injuries or to the nearest place of shelter or safety.
  - d. The responding officer shall accompany the victim of abuse to his/her place of residence for a reasonable time to remove necessary belongings and possessions.
  - e. The responding officer shall offer the victim of abuse or neglect the following:
    - 1. a summary of the procedures of relief available to victims of abuse;
    - 2. one referral to a social agency (C.A.D.V.)

# **LAW ENFORCEMENT**

## **DOMESTIC VIOLENCE POLICY (cont.)**

3. the officer's name and i.D. number
4. directions for contacting the State's Attorney's office to seek further remedy.
6. Assistance to other police agencies
  - a. When more than one police officer is present, it shall be the responsibility of each officer present to take all reasonable steps to ensure the requirements of the Domestic Violence Act are fulfilled. Duplication is not required if another officer has complied with the law enforcement responsibilities of the Act.
  - b. When a police officer from an outside agency responds to any domestic violence incident, the agency having jurisdiction of residence shall be notified as soon as possible, regardless of the location of the incident.
7. Reporting
  - a. The responding police officer will complete a report. The narrative will include:
    1. observations of the victim, abuser, visible injuries and the presence of weapons;
    2. victim statement as to frequency and severity of prior incidents by the same person;
    3. the number of prior requests for police assistance;
    4. whether the victim was advised of his/her rights under the Domestic Violence statute;
    5. how the victim was assisted;
    6. if no arrest is made, the rationale for non-arrest of any primary aggressor or violator of an Order of Protection;
    7. the presence and ages of children and whether they witnessed the incident;
    8. interviews and statements from all persons present at the time of the incident; and
    9. any other circumstances and facts pertinent to the incident and suspected or alleged pattern of abuse.



# **LAW ENFORCEMENT**

## **DOMESTIC VIOLENCE POLICY (cont.)**

### **B. Involvement of Law Enforcement Employee in a Domestic Violence Incident**

#### **1. Law Enforcement Employees**

a. All employees, other than the victim of the alleged offense, will immediately notify their designated supervisor when they have reason to believe an employee has committed or made threats of domestic violence, or is under investigation for criminal conduct.

b. Officers responding to the scene of a domestic incident involving as alleged abuser a current employee of a police agency will immediately notify their designated supervisor.

c. When a designated supervisor is notified of a domestic violence incident involving a law enforcement employee as a possible abuser, that supervisor will:

1. determine if an Order of Protection has been entered, and if so, obtain a copy of the order from the employee and determine if the terms of the order affect the employee's work schedule or assignment;
2. document relevant information provided by the employee or investigating law enforcement agency;
3. immediately refer the report to the Chief / Sheriff to determine if an investigation is needed;

#### **d. Employees reporting Domestic Violence incidents**

1. Employees who learn they have been named in a complaint of domestic abuse or as a respondent to a civil or criminal Order of Protection, or who have implicated or involved in a domestic call for police assistance will:

- a. immediately notify their supervisor of the incident and of any injunction or order including the names of protected persons and remedies listed therein;
- b. provide a copy of the order to their supervisor without unnecessary delay and before returning to work.

## **LAW ENFORCEMENT**

### DOMESTIC VIOLENCE POLICY (cont.)

- e. Complaints of domestic abuse include any reports made to other investigating agencies such as the Department of Children and Family Services, Human Resources Center, and complaints made to other law enforcement agencies or courts by the alleged victim or others.

#### 2. Firearms Prohibitions

- a. Federal statutes ban the possession of firearms permits or licenses by any individual convicted of a misdemeanor crime of domestic violence. Law enforcement is expressly not exempted.
- b. To satisfy prohibitions on firearms, the police agency will:
  - 1. take action to deny or revoke FOID permits to anyone convicted of domestic battery;
  - 2. take possession of any weapons specified as a remedy of the Order of Protection;

#### 3. Other Law Enforcement Agency

- a. When the incident involves an employee of another law enforcement agency, the officer in charge will notify the command of the law enforcement agency involved.

## **STATE'S ATTORNEY**

### DOMESTIC VIOLENCE POLICY (proposed)

#### I. POLICY

The State's Attorney will assess all allegations involving domestic violence and violations of orders of protection, and upon finding reasonable grounds, prepare a complaint seeking arrest of the offender. The State's Attorney's office will vigorously prosecute violations of the Domestic Violence Act.

#### II. PROCEDURES

- A. Provide assistance in obtaining emergency protection orders when needed.

**STATE'S ATTORNEY**  
DOMESTIC VIOLENCE POLICY (proposed)

1. Emergency situations:
  - a. Inability to secure own counsel;
  - b. Lack of Lincoln Legal Aid not immediately available.
- B. Upon completion of a complaint alleging domestic violence or violation of protective order:
  1. If victim is willing to assist in prosecution, arrange for victim to sign complaint;
  2. If victim is uncooperative, arrange for investigating officer to sign complaint.
- C. When necessary, interview victim(s) and witness(es) prior to trial to ascertain additional information not included in report and determine level of cooperation.
- D. Maintain communication with victim throughout process:
  1. Utilize victim coordinator (if position is established)
    - a. provide notification concerning posting of bond by offender;
      1. conditions of bond (restrictions)
    - b. provide notification of all court dates;
    - c. consult regarding plea negotiations.
- E. Sentencing requests
  1. Deterring future acts through appropriate punitive measures;
  2. Address underlying causes through rehabilitative treatment;
    - a. court-ordered counseling;
      1. Human Resources Center
        - a. anger abatement
        - b. family counseling

# **VOLUNTEER GROUP:**

## **DOMESTIC VIOLENCE POLICY (proposed)**

### **I. POLICY**

Volunteers will assist victims of domestic violence, including abused persons and their families. Members will provide proactive measures aimed at raising public awareness and preventing abuse. Members will work in cooperation with the various aspects of the criminal justice system in a support role. All information gained in volunteer capacity will be regarded as strictly confidential and disclosed only as required in the performance of duties.

### **II. PROCEDURES**

#### **A. Qualifications:**

1. All volunteers will be a minimum of 21 years of age;
2. Volunteers will satisfactorily complete C.A.D.V. 40-hour training course.

#### **B. Support to victims:**

1. Establish 24-hour hot line for victims of domestic violence, providing options and referral information;
2. Provide transportation to available shelters or other places of safety:
  - a. in emergency situations;
  - b. for court proceedings.
3. Maintain and staff a local office (in conjunction with C.A.D.V.) to provide immediate access to area victims;
4. Assist State's Attorney by providing updates to victims and witnesses concerning status of court proceedings;
5. Develop and conduct programs aimed at promoting public awareness and providing options for affected parties;
6. Arrange for emergency lodging for victims/families at local motels (when necessary).

# **PARIS COMMUNITY HOSPITAL**

## **DOMESTIC VIOLENCE POLICY (proposed)**

### **I. POLICY**

All medical personnel will provide for safety of suspected victims of domestic violence and their families. All suspected victims will be provided with referrals to law enforcement for reporting, and to a social service agency for assistance. All treatment will include documentation and evidence preservation conducive to effective prosecution.

### **II. PROCEDURE**

#### **A. Victim services**

1. Upon presentation of suspected victim of domestic violence, hospital personnel will provide for safety of victim by contacting local police;
2. Victim will receive treatment in accordance to accepted medical practices;
3. Victim will be provided with referral information advising of remedies;
  - a. assistance available through social services agencies;
  - b. reporting options to law enforcement;
  - c. complaint procedures with State's Attorney.

#### **B. Assistance to criminal justice system**

1. Hospital personnel will provide detailed documentation of all injuries and statements provided by victim (including photographs);
2. When possible, every effort will be made to preserve evidence (clothing, etc.).

## **ADDITIONAL AGENCIES**

Additional associated agencies (C.A.D.V. and Land of Lincoln Legal Aid) will be governed by existing agency policies.

# ***Summary***

## SUMMARY

In the spirit of the GeoCom philosophy, this project was initiated as response to an endemic problem identified in Edgar County. The problem exists not only as a result of public perception, but also the perception of the law enforcement officers acting as first line response to what is generally perceived as the primary symptom; the emergent call for intervention.

The primary concern of law enforcement is to address the problem with procedures atypical to the current methods. To effectively combat the issue of domestic violence, law enforcement cannot limit itself to reacting to the call at hand, but must integrate proactive measures aimed at addressing the root of the problem.

Although law enforcement is not structured to address these issues alone, by working together with the several agencies in the social services sector the desired goal is attainable. The key to effectively combating the problem at its' origin is cooperation and communication between each facet of the public and private sector concerned with the issue at hand.

To accomplish the stated goal several general principles become evident, and one of the crucial elements is training. It is not reasonable to expect individuals charged with the task at hand to act appropriately without giving them the proper foundation to do so. This project is intended to provide all associated parties with the requisite tools to accomplish the goal, through an understanding of both procedure and principle.

Although the problems addressed here are specific to Edgar County, they are systemic in origin. It is the hope of all members of the Edgar County Domestic Violence Protocol Committee that the work done here will be not only of benefit to the residents of the area, but to those everywhere who must attempt to address this issue.



# ***Addendum***

# ***POP Project***

OFFICER: TPR M. STURGEON #3556	SUPERVISOR: M/SGT K. RIDDLE	DATE: 12-31-96	GEO-COM LOCATION: EDGAR COUNTY
-----------------------------------	--------------------------------	-------------------	-----------------------------------

1. Problem Category: Select no more than 3.

- |  |   |  |  |   |   |
|--|---|--|--|---|---|
| <input type="checkbox"/> agricultural    | <input type="checkbox"/> commercial                   | <input type="checkbox"/> graffiti            | <input type="checkbox"/> motor vehicle theft | <input type="checkbox"/> prostitution   | <input type="checkbox"/> theft              |
| <input type="checkbox"/> alcohol         | <input type="checkbox"/> disturbance                  | <input type="checkbox"/> hate crimes         | <input type="checkbox"/> motorist assist     | <input type="checkbox"/> residence      | <input type="checkbox"/> traffic congestion |
| <input type="checkbox"/> animal control  | <input checked="" type="checkbox"/> domestic disputes | <input type="checkbox"/> immigrants          | <input type="checkbox"/> off road activity   | <input type="checkbox"/> robbery        | <input type="checkbox"/> transient/homeless |
| <input type="checkbox"/> arson           | <input type="checkbox"/> dumping/liter                | <input type="checkbox"/> juvenile            | <input type="checkbox"/> panhandling         | <input type="checkbox"/> road hazard    | <input type="checkbox"/> trespass           |
| <input type="checkbox"/> buildings       | <input type="checkbox"/> drugs                        | <input type="checkbox"/> hunting/fishing     | <input type="checkbox"/> parking             | <input type="checkbox"/> scams/fraud    | <input type="checkbox"/> vandalism          |
| <input type="checkbox"/> burglary        | <input type="checkbox"/> elderly                      | <input type="checkbox"/> land use violations | <input type="checkbox"/> person              | <input type="checkbox"/> sexual assault | <input type="checkbox"/> weapons violations |
| <input type="checkbox"/> code violations | <input type="checkbox"/> gangs                        | <input type="checkbox"/> loitering           | <input type="checkbox"/> property            | <input type="checkbox"/> speeding       | <input type="checkbox"/> zoning             |

2. What is the problem? (Describe the problem, including criminal activity, citizen concerns)

Concerning the response to domestic disputes in Edgar County, there is currently no protocol established and adhered to by the various law enforcement agencies. In addition, there is currently no routine interaction between law enforcement and support agencies (e.g. State's Attorney/Coalition Against Domestic Violence/Lincolnlund Legal Aid, etc). Officers responding to domestic violence situations have no structured response, ultimately resulting in lack of reporting and referral requirements set forth in 750 ILCS 60/303 and 60/304.

3. How did the problem come to your attention?

ISP District 10 was contacted recently by a victim of domestic violence who was not satisfied with the actions of an officer from a local agency who responded to her initial call for assistance. Investigation indicated the response by the initial investigating officer was not in compliance with the statutes concerning domestic violence complaints. (Reporting Trooper's involvement was done in conjunction with the Chief of the local agency involved).

4. Who are the involved persons or groups? Victims, offenders, associates?

All members of the public have the potential to be involved in this type of problem.

5. Why, where and how is this problem occurring? (Physical setting, time of day, weather, types of businesses/residences, environment, MOs, etc.)

Although a wide range of contributing sociological factors appear with frequency in domestic violence situations, there are no boundaries as to how, where, and why it may occur.

6. How has the problem been addressed until now? Persons involved?

At present, there is no cohesive effort to address incidents of domestic violence in Edgar County.

7. What additional response do you recommend be taken by ISP, local officials, and residents?

It is recommended that task force be established, consisting of heads of all law enforcement agencies in the county, the State's Attorney, and representatives of domestic violence service agencies and the medical field. With input from all related areas, a protocol should be established for dealing with instances of domestic violence on a county-wide level to ensure consistency and compliance with statutes. In addition to establishing procedures for responding officers, a procedure for obtaining emergency orders of protection is needed. Currently, O.P.'s are only available through private attorneys, which limits availability on an emergency basis (evenings/weekends). Also, victims without monetary resources to secure a private attorney have limited access to financially assisted representation, with the nearest being Lincolnlund Legal Aid in Mattoon. Initial inquiries indicate the State's Attorney is open to the possibility of assisting with developing a method in which emergency O.P.'s can be obtained.

8. I have met with the following to plan a response:

Acting Chief Ron Humphrey - Paris Police Department      Edgar Co. State's Attorney Matt Sullivan  
Chief Deputy Gary Wheat - Edgar Co. Sheriff's Dept.      Assistant State's Attorney Erin Krabel

9. Our objectives are to (eliminate, reduce, prevent, etc.):

Reduce the incidence of domestic violence.

10. The strategies to be used to achieve our objectives are:

1) Aggressive and appropriate response by responding officers, including mandated arrest if evidence of battery is present; 2) Aggressive prosecution, including a standardized initial complaint to be signed by victim, and a "no-drop" policy concerning initiated complaints; 3) Establish open lines of communication with support agencies, including medical personnel, domestic violence counseling groups, and domestic violence shelters; 4) Establish an area volunteer group to assist with victims by providing emotional support, transportation to accommodations, and short-term shelter.

11. What resources are needed? (Information, personnel, authorization, time, \$\$, crime analyses)

At present, resources needed consist of input and agreement from effected agencies.

12. Who might assist with our strategies?

1. all law enforcement agency heads located in the county
2. Edgar Co. State's Attorneys Office
3. Chief Judge Richard Scott
4. representative of selected domestic violence service agency

13. Possible Responsibilities?

1. provide input to establish and ensure adherence to protocol for handling complaints
2. above responsibilities, plus provide aggressive prosecution of violators
3. through rule of court, assist in representation, bonding, and O.P. procedures
4. assist in protocol development, plus provide support, counseling, and assistance to victims of domestic violence

14. How will we know the project has been successful? Who will evaluate the results and how?

Project success will be determined by reduction in incidence of domestic violence, and by feedback from officers handling domestic violence calls. Results should be evaluated by the task force initially organized to address the issue, who can assess empirical data.

15. Starting Date:  
02-01-97 (proposed)

16. Completion Date:  
(none - ongoing w/appropriate modifications made)

17. Assessment Date:  
01-01-98 (proposed)

18. Reviewed by Supervisor:

Date:

19. Operations Commander

20. Proceed with the proposed action plan.

Do not proceed with this plan.

21. POP Project File Number

PF \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

22. Take the following action(s)

23. Comments and recommendations:

24. Copies to: Initiating Officer \_\_\_\_\_

District Commander \_\_\_\_\_

Supervisor \_\_\_\_\_

Other \_\_\_\_\_

25. Operations Commander:

Date: