

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 22<sup>nd</sup> day of November, 2016:

Present:

William A. Robertson, Jr., Chairman  
Jerry J. Skalsky, Vice-Chairman  
Alan R. Carmichael  
Donald R. Hunter  
T. J. Webb

Vote:

C-4

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

RESOLUTION; AUTHORITY FOR CHIEF OF POLICE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PRINCE GEORGE POLICE DEPARTMENT AND RIVERSIDE REGIONAL JAIL AUTHORITY

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 22<sup>nd</sup> day of November, 2016 does hereby authorize the Chief of Police to execute Memorandum of Understanding Between the Prince George Police Department and Riverside Regional Jail Authority.

A Copy Teste:

\_\_\_\_\_  
Percy C. Ashcraft  
County Administrator

MEMORANDUM OF UNDERSTANDING MOU-RRJ-192

*Between*

PRINCE GEORGE COUNTY POLICE DEPARTMENT

*And*

RIVERSIDE REGIONAL JAIL AUTHORITY

By signing this agreement, both Prince George County Police (“PGPD”) and Riverside Regional Jail Authority (“RRJA”) agree to cooperative efforts as described below and to agree to the duties, and responsibilities of the PGPD and RRJA when a death or suspected crime occurs on RRJA property. In meeting this objective, each party shall maintain its autonomy and pre-existing legal rights.

This agreement is effective the date both the PGPD and RRJA sign this MOU and shall remain in effect for five (5) years unless either party terminates this agreement in writing:

*Prince George County Police Department agrees:*

1. To be responsible for investigating any death that occurs on RRJA property.
2. To be responsible for investigating any alleged sexual assault that occurs on RRJA property.
  - a. PGPD will act in accordance with the investigative requirements of the Prison Rape Elimination Act (PREA) 28 C.F.R. Part 115 in responding to allegations of sexual assault by RRJA inmates.
3. To be responsible for investigating 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. To be responsible for investigating 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. To be responsible for investigating fraud cases when the offender is not an inmate at RRJA.
6. To be responsible for investigating any criminal complaints that stem from interaction with the Magistrate.

Riverside Regional Jail agrees:

1. To be responsible for investigating all property crimes reported inside the secure perimeter of the main jail and pre-release center.
2. To be responsible for investigating 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. To be responsible for investigating all fraud cases that occur between inmates reported inside the secure perimeter of the main jail and pre-release center.
4. To be responsible for investigating all drug cases reported inside the secure perimeter of the main jail and pre-release center.
5. To be responsible for informing alleged sexual abuse victims of the progress and outcome of investigations as approved by the Prince George County Police.

Both RRJA and PGPD agree to abide by the following procedure:

A. Reporting

1. In non-emergency situations RRJ Representatives will call 733-2770 and relay the information to the dispatcher and request that an officer respond.
2. For emergencies, call 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 entry into the crime scene shall be permitted only under direction of a RRJ Supervisor.

3. RRJ Officers making initial entry of the above purposes shall, where feasible, avoid touching, walking upon, moving objects or otherwise altering or contaminating the crime scene.
4. The boundaries of the crime scene shall 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;
  - 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 action; and
  - c. Restrict access to the crime scene for all persons who are not directly involved in the investigation.
5. A RRJ Supervisor or designee shall brief arriving PGPD Detective or representative from OPR, whichever agency is conducting the investigation, of pertinent information regarding the details of the crime and names of those involved.

This agreement shall only be modified in writing signed by an authorized representative of both parties.

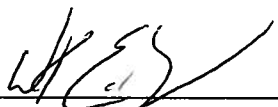
Confidentiality of Inmates Policy: 1) Inmate records are confidential. Materials from inmate records may not be copied or removed without authorization from the Records Supervisor. 2) Information concerning inmates will be exchanged on a "need to know" basis only, within the facility. 3) Information concerning an inmate will not be disseminated outside the facility without the written consent of the concerned inmate except information that is public knowledge.

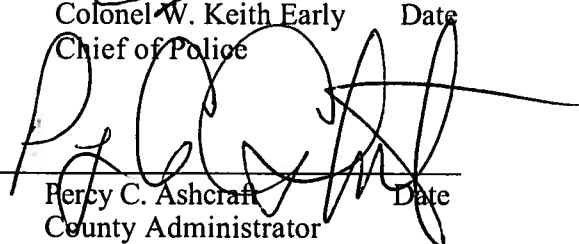
Any and all information pertaining to RRJA, RRJ employees, or RRJ inmates shall remain confidential unless the information is required to be used in the prosecution of a criminal case or unless otherwise required to be disclosed under Virginia law or the Prison Rape Elimination Act (PREA) 28 C.F.R. Part 115.

Acceptance is evidenced by the signatures and date below. Please return the original and retain a copy for your records.

**Accepted:**

**Prince George County:**

By  11-7-2016  
 Colonel W. Keith Early Date  
 Chief of Police

By   
 Percy C. Ashcraft Date  
 County Administrator

**Riverside Regional Jail Authority:**

By \_\_\_\_\_ Date  
 Jeffery L. Newton, CJM  
 Superintendent