

To: Mayor Frank Jackson
From: Oversight Committee on Missing Persons and Sex Crimes Investigations
Re: Briefing Paper – 3rd Quarterly Report
Date: January 20, 2011

Committee Purpose

To monitor the city administration's progress on the 26 recommendations presented by the Mayor's Special Commission on Missing Persons and Sex Crimes Investigations. To review Cleveland's new policies and practices in handling cases involving missing persons and sex crimes. To provide feedback to City's new and enhanced proposed policies and practices.

Committee Members

- Kevin Bell, Community Activist
- Mary Bounds, Assistant Safety Director, City of Cleveland
- David Carrell, Supervisory Special Agent, Federal Bureau of Investigation
- Rosemary Creeden, Associate Director of Trauma Services, MHS
- Megan O'Bryan, President/CEO, Cleveland Rape Crisis Center
- Yvonne Tripplett, City of Cleveland Community Relations Board

Members of the Oversight Committee are volunteers. Each organization represented by the Oversight Committee is providing in-kind resources to the effort.

Oversight Committee Process

The Committee has spent several meetings reviewing the recommendations in detail, and establishing its process and working procedures. Thus far the Committee has determined:

- It will hold at least two meetings per month
- Meetings are open to Appointed Committee Members and invited guests
- Chair of meetings and locations rotate
- Committee will meet with Chief McGrath or his designee at least once every 30 days
- Committee will review written documents and new and enhanced policies and procedures both during meetings and on their own time.

Update on Progress

Meetings held since October 27

- November 1 – Meeting with Chief McGrath
- November 24 – Working meeting
- December 10 – Working meeting
- December 13– Meeting with Chief McGrath
- January 7– Working meeting
- January 14– Working meeting

Committee's Document/Material Review

- Reviewed final draft of Missing Persons GPOs
- Reviewed Sex Crimes draft & GPO
- Reviewed Customer Service training material
- Reviewed Student Performance Objectives of "Customer Service/Marginalized Populations" and "Sexual Assault Investigation" training.
- Reviewed in-service lesson plan for "First Response to Non-Stranger Sexual Assaults".
- Reviewed sample electronic data sheet from Sex Crimes Unit

Field Work

- Visited District PDs

Assessment of Progress to Date

The Committee continues to be pleased with the progress being made and lists the following items as highlights of progress for this quarter:

- The final GPOs for Missing Persons (juvenile and adult) have been completed. This is the result of intensive and successful dialog with CPD.
- The first review of the Sex Crimes Draft & GPO has been completed and submitted to CPD.
- The electronic database for case management has been implemented. A sample printout from the Sex Crimes-Child Abuse Unit was provided to the Committee for review.
- A funding source for future surveys regarding the implementation of the recommendations has been identified and obligated. Wilson Research Strategies will conduct these surveys.
- Training opportunity announcement offered by the Ohio Department of Public Safety has been routed to CPD Administrative Units. Training offered on non-stranger sexual assaults and interview tools to identify sex offenders.
- Significant progress has been made on the design of informational handout material regarding missing persons.
- Not directly related to the recommendations, but a DOJ grant has been applied for, to enable a study of best practices in DNA testing. The results of this study will benefit Sex Crimes investigations.
- The Office of Professional Standards has visited the Sex Crimes Unit and has begun the process of auditing Sex Crimes cases. The Committee is pleased with the expedient nature of OPS actions and has scheduled a meeting with OPS in January to review the results of their audit.
- A meeting with the Prosecutor's Office is scheduled for January to better understand the Prosecutor Office's role in handling Sex Crimes and the success of the newly arranged process for legal consultation to the Sex Crimes Unit.
- The Sex Crimes Unit relocation is still under discussion.

Next Steps

- Meeting with Prosecutor's Office
- Meeting with Office of Professional Standards

Proposed quarterly report dates to Mayor Jackson

- July 16, 2010 (**Completed**)
- October 27, 2010 (**Completed**)
- January 20, 2011
- Week of April 18, 2011