



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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## **Operational Agreement**

This Operational Agreement stands as evidence that the **San Bernardino County District Attorney's Office** and **Riverside-San Bernardino County Indian Health, Inc.** intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program in San Bernardino County.

Each participating agency believes that implementation of the Victim/Witness (VW) Assistance Program, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### **Program Background**

The District Attorney's Victim/Witness (VW) Assistance Program provides mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

### **Roles**

The **San Bernardino County District Attorney's Office** the **Victim/Witness (VW) Assistance Program** will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of the Victim/Witness (VW) Assistance Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of the Victim/Witness (VW) Assistance Program cases.

The **Riverside-San Bernardino County Indian Health, Inc.** staff will coordinate and provide the following services:

- Riverside-San Bernardino County Indian Health, Inc. staff will refer victims of crime to the program advocate for services provided above.
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of the Victim/Witness (VW) Assistance Program cases.
- Share information and serve as a resource to provide the best possible services to victims of crime.

**Point of Contact**

Herbert McMichael, PhD  
Director of Behavioral Health Services Dept.  
Marcelina Shackelford, BA  
Tribal Victim Services Program Director  
Riverside-San Bernardino County Indian Health, Inc.  
(RSBCIHI)  
11555 ½ Potrero Rd.  
Banning, CA 92220  
909-864-1097, ext. 4794

**Compensation**

No compensation is associated with this Agreement.

**Term**

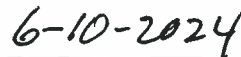
This agreement will be effective beginning July 1, 2024, through December 31, 2027, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.



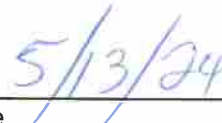
Herbert McMichael, PhD  
Riverside-San Bernardino County Indian Health, Inc.  
(RSBCIHI)



Date



San Bernardino County District Attorney's Office  
District Attorney Jason Anderson



Date