

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number
24-1227

SAP Number

District Attorney

Department Contract Representative	Claudia Walker
Telephone Number	(909) 382-7689
Contractor	Montclair Police Department
Contractor Representative	Chief Jason Reed
Telephone Number	(909) 448-3605
Contract Term	July 1, 2024 – December 31, 2027
Original Contract Amount	Non-Financial
Amendment Amount	N/A
Total Contract Amount	N/A
Cost Center	4502001000
Grant Number (if applicable)	N/A

Briefly describe the general nature of the contract:

Non-financial Operational Agreement with Montclair Police Department for mutual referral of victims or witnesses of crime in San Bernardino County. Mutual referral will ensure availability of services, minimize gaps in service delivery, and fulfill obligations to receive grant funding.

FOR COUNTY USE ONLY

Approved as to Legal Form

► 
Daniella Hernandez, Deputy County Counsel

Date 11/25/24

Reviewed for Contract Compliance

► _____

Date _____

Reviewed/Approved by Department

► 
Jason Anderson, District Attorney

Date 11/25/24



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

Operational Agreement

This Operational Agreement stands as evidence that the **San Bernardino County District Attorney's Office** and the **Montclair Police Department** 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 and support, 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.

In calendar year 2023, the Victim/Witness (VW) Assistance Program provided services to 13,721 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

Roles

The **San Bernardino County District Attorney's Office Victim/Witness (VW) Assistance Program** will closely coordinate the following services with the **Montclair Police Department**:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of the Victim/Witness (VW) Assistance Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will 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
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The **Montclair Police Department** will closely coordinate the following services with the **San Bernardino County District Attorney's Office Victim/Witness (VW) Assistance Program**:

- Coordination of services for victims of the Victim/Witness (VW) Assistance Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

Point of Contact

Name: Lt. J. Michel
Address: 4870 Arrow Highway
Montclair, CA 91763
Phone Number: (909) 448-3605

Compensation

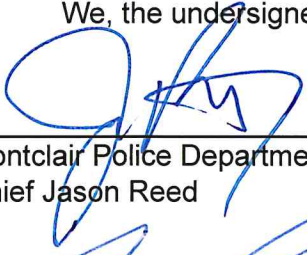
No compensation is associated with this Agreement.

Term

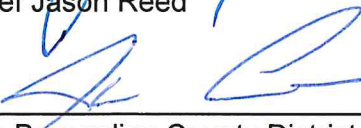
This agreement will be effective beginning July 1, 2024, through December 31, 2027, or until otherwise modified by written consent of all involved parties.

Approval

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



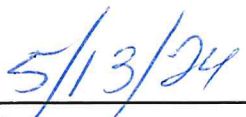
Montclair Police Department
Chief Jason Reed



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



Date



Date