



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 **Forgotten Children, 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 coordinate and 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.

Forgotten Children, Inc. will coordinate the following services:

- **Forgotten Children, Inc.** will refer to the **San Bernardino County District Attorney's Office** victims of human trafficking and sexual exploitation to obtain information and assist with completing and filing the California Victim Compensation Board program application, explaining the procedure, obtaining required documentation and tracking information related to the claim

- **Forgotten Children, Inc.** will refer to the **San Bernardino County District Attorney's Office** victims of human trafficking and sexual exploitation to assist in understanding and participation in the criminal justice system/judicial proceedings
- **Forgotten Children, Inc.** will provide the following services to human trafficking victims: advocacy, intervention programs at the Drop in and Resource Center, street outreach and emergency and long-term housing

Point of Contact

Tera Hilliard, President/CEO
Forgotten Children, Inc.
4401 Atlantic Ave., Suite 200
Long Beach, CA 90807
310-871-6594

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.



Tera Hilliard, President/CEO
Forgotten Children, Inc.

5/20/24
Date



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

5/13/24
Date