

## GLENDALE POLICE DEPARTMENT

**POLICY: 222**

**DATE: May 1, 2023**

**SUBJECT: Crime Victim and Witness Assistance**

Department members are to provide information and assistance to victims of crimes, and in some cases witnesses, as provided by Wisconsin Statutes 949 and 950, no later than 24 hours after initial contact with them. Additionally, officers are expected to provide victims and witnesses with referral notices to the D.A.'s Office Victim Witness Unit, social services, or other organizations when appropriate.

The Department has a victim's rights form containing contact information and resources for crime victims, which includes the State's bill of rights for victims and witnesses, along with contact information for Crime Victim Compensation. This form is to be given to persons who are the victim of a crime. Officers do not need to give out the form to businesses who are the victim of a crime or individuals who are the victim of an ordinance violation.

If the victim is a victim of an officer-involved death, as defined in WI Statute 175.47(1)(c), information about filing a complaint, and the inquest process, must be provided.

In addition to notifying victims/witnesses of available services, officers are also to provide them with a follow-up business card containing the case number, contact information to report additional information or receive information about the status of the case, and the subsequent steps in processing the case, if known by the officer at the time. Officers are to provide victims with reasonable and timely information about the status of the investigation upon request. Officers are also to advise victims/witnesses with whom to contact if they are threatened or intimidated by the suspect, suspect's companions, or family.

Victims of crimes have the right to be treated with fairness, dignity, and respect for his or her privacy by public officials, employees, or agencies. This does not impair the right or duty of a public official or employee to conduct his or her official duties reasonably and in good faith.

Victims and witnesses have a right to the expeditious return of their property when it's no longer needed as evidence.

Witnesses are entitled to a speedy disposition of the case to minimize the length of time of their responsibilities to the investigation. Officers should not unnecessarily prolong the investigation.

Victims and witnesses of crimes have the right not to have his or her personal identifiers, as defined in WI Stat. 85.103 (1) and including an electronic mail address, used, or disclosed by a public official, employee, or agency for a purpose that is unrelated to the official responsibilities of the official, employee or agency.

Victims of certain offenses, under WI Act 351, are also entitled to accompaniment by a victim advocate from a non-governmental agency when the victim makes a request for an advocate. If such a request is made, and the person making the request is a victim of one of the identified crimes in Act 351, Department Members are to contact the Sexual Assault Treatment Center at 414-219-5555. Department members will assist the victim in arranging to have such an advocate present during the interview process and/or court related proceedings. The identified crimes in Act 351 are attached.

940.22	Sexual Exploitation by a Therapist
940.225	Sexual Assault
940.302	Human Trafficking (Involving a commercial sex act)
948.02	Sexual Assault of a Child
948.025	Repeated Acts of Sexual Assault of the Same Child
948.05	Sexual Exploitation of a Child
948.051	Trafficking of a Child
948.055	Causing a Child to View or Listen to Sexual Activity
948.06	Incest with a Child
948.07	Child Enticement
948.075	Use of a Computer to Facilitate a Child Sex Crime
948.08	Soliciting a Child for Prostitution
948.085	Sexual Assault of a Child Placed in Substitute Care
948.09	Sexual Intercourse with a Child Sixteen or Older
948.095	Sexual Assault of a Child by a School Staff Person
948.10	Exposing Genitals, Pubic Area or Intimate Parts
948.11	Exposing a Child to Harmful Material, Descriptions or Narrations

By Order of:

Mark Ferguson - Chief of Police

Replaces: Policy 222, dated February 10, 2021

Review Date: June 30, 2026

Crime Victim's Rights Form located in J/Data/Common/Master/Forms