

YORK-POQUOSON SHERIFF'S OFFICE	RULES AND REGULATIONS
SUBJECT: Relationships With Other Agencies	NUMBER: RR 1-16
EFFECTIVE DATE: May 30, 2019	REVIEW DATE: April 22, 2019
AMENDS/SUPERSEDES: RR 1-16, April 14, 2008	APPROVED:  Sheriff
VLEPSC: ADM.14.01, ADM.14.02	

1 **INDEX WORDS**

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3 Agencies; relationships with
4 Liaison to Department of Fire and Life Safety
5 Referrals to other agencies
6 Service agencies; procedures for contacting
7

8 **POLICY**

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10 The Sheriff's promotion of democratic values, accountability, and integrity require communication
11 with the community. Without this communication, the agency cannot respond to the priorities of
12 our citizens. Establishing and maintaining effective and open channels of communication
13 between the Sheriff's Office, neighboring law enforcement agencies, criminal justice and referral
14 agencies are essential first steps in improving cooperation. Good communication can break
15 down barriers that may exist and can result in savings to the agency, along with improved and
16 more efficient and effective law enforcement operations.
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18 **PURPOSE**

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20 To establish procedures and liaison responsibilities in order to maintain communications
21 between the Sheriff's Office, neighboring law enforcement agencies, and other criminal justice or
22 social service agencies, both public and private.
23

24 **PROCEDURES**

- 25
- 26 • Relationships with other Criminal Justice Agencies
 - 27 ○ It shall be the responsibility of all Sheriff's Office personnel to maintain harmonious
 - 28 working relations and communication with the following:
 - 29 ▪ Commonwealth's Attorney Office,
 - 30 ▪ General District, Juvenile and Domestic Relations, and Circuit Courts, respective
 - 31 clerk's offices,
 - 32 ▪ The local probation and parole agencies,
 - 33 ▪ Virginia Peninsula Regional Jail,
 - 34 ▪ Merrimac Juvenile Detention Center, and
 - 35 ▪ Any other law enforcement agencies having concurrent authority in the County of
 - 36 York.

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- ❖ The Sheriff's Office will normally provide all possible information, assistance and support to these agencies as allowed by law.
 - Any serious policy or procedural problems or differences with another agency or its personnel shall be brought to the attention of the Sheriff or Chief Deputy who will meet with appropriate personnel of these agencies in order to resolve the problems.
 - During any investigation or during planning for, arrest or pretrial stages, any questions of law or criminal procedure shall be addressed to the Commonwealth's Attorney or assistant.
 - Any criminal cases referred to the Commonwealth's Attorney which result either in a decision of declined to prosecute or dismissed due to Sheriff's Office mishandling, must be carefully reviewed and appropriate corrective action taken.
 - ❖ The Commonwealth's Attorney has been asked to bring such cases to the attention of the Sheriff.
 - Questions on law enforcement procedure will be addressed to the appropriate Division Commander, the Chief Deputy, or Sheriff.
 - All employees of the Sheriff will assist and cooperate with all federal, state, and local law enforcement agencies in every way possible allowed by law.
 - Mutual Assistance and Liaison:
 - The following is a list of examples of inter-jurisdictional agency cooperation:
 - The Sheriff is a board member of the Virginia Peninsula Regional Jail.
 - The Sheriff is a board member of the Hampton Roads Criminal Justice Training Academy.
 - The Sheriff is a board member of the Colonial Community Criminal Justice Board.
 - York County is a board member of the Merrimac Juvenile Detention Center.
 - The Sheriff's Office participates with the Commonwealth Attorney's Office, the Poquoson Police Department, and the Department of Social Services, Child Protective Services and Adult Protective Services in the following:
 - Multidisciplinary team dealing with child protective issues,
 - Adult Protective Services Multidisciplinary Team dealing with elder abuse,
 - The Peninsula Elder Abuse Forensic Center.
 - The Commonwealth's Attorney's Office is provided access to the Sheriff's Office Information System Network.
 - The Sheriff's Office maintains an informational flow both written and verbal communication with Probation and Parole.
 - The Sheriff's Office maintains a close working relation with the Virginia State Police by:
 - Providing backup when requested,
 - Providing deputies to the State Police Tri-Rivers Narcotics Task Force, and
 - By communicating and meeting on common problems and procedures.

- 83 ○ The Sheriff's Office is a member of the York County safety committee.
- 84 ○ The Sheriff's Office is a member of the York County Employee of the Quarter
- 85 selection committee.
- 86 ○ The Sheriff's Office is a member of the Colonial Community Mental Health advisory
- 87 board.
- 88 ○ The Sheriff's Office is a member of the Colonial Domestic Violence Council.
- 89 ○ The Sheriff's Office is a member of the Colonial Domestic Violence Fatality Review
- 90 Team.
- 91 ○ The Sheriff's Office is a member of Peninsula Crime Line.
- 92 ○ The Sheriff's Office is a member of the Virginia State Medical Examiners Child
- 93 Fatality Review Team.
- 94
- 95 ● Relationship with York County Department of Fire and Life Safety
- 96 ○ The Sheriff's Office maintains a close liaison with the York County Department of Fire
- 97 and Life Safety (DFLS).
- 98 ▪ Sheriff's Office investigators and DFLS Fire Marshalls jointly investigate the crime
- 99 of arson.
- 100 ❖ Usually, the DFLS will request Sheriff's Office involvement after determining
- 101 the scene to be of suspicious origins.
- 102 ❖ The Sheriff's Office will take the lead in the case upon request for assistance.
- 103 ❖ The DFLS can request additional technical response assistance through mutual
- 104 aid agreements and from other regional resources.
- 105 ➤ Sheriff's Office personnel are reminded that DFLS personnel are also tasked
- 106 with emergency responsibilities.
- 107 ✓ At times, fire and rescue priorities may appear to conflict with law
- 108 enforcement priorities.
- 109 ✓ Both agencies should attempt to work together on the scene to
- 110 accomplish the final goal of saving lives and property.
- 111
- 112 ▪ After the incident is over, attempts should be initiated to work out any operational
- 113 problems or communicate a better understanding to one another.
- 114 ❖ Deputies shall notify their immediate supervisor of any unresolved problems.
- 115 ❖ Supervisors will in turn notify the appropriate division commander, who will in
- 116 turn notify the Chief Deputy.
- 117 ➤ All unresolved operational problems involving DFLS shall be forwarded to
- 118 the Chief Deputy.
- 119
- 120 ● Referrals
- 121 ○ Deputies often encounter adult or juvenile citizens who need specialized help that the
- 122 agency cannot give, such as marriage counseling, mental health counseling, welfare
- 123 assistance, assistance in handling civil matters.
- 124 ○ When, in the best judgment of a deputy, this situation arises, he or she shall refer the
- 125 citizen to the most qualified agency to deal with the problem, or consult his supervisor.
- 126 ○ Deputies and supervisors should contact the 911 Emergency Communications Center
- 127 for the most current contact information for various public service, resource or help
- 128 agencies.