

Ohio Department of Job and Family Services
**LAKE COUNTY MEMORANDUM OF UNDERSTANDING
TO ADDRESS CHILD ABUSE AND NEGLECT**

I. STATEMENT OF PURPOSE

This memorandum of understanding (hereinafter MOU) to address child abuse and neglect is required by sections 2151.4220, 2151.4221, 2151.4222, 2151.4223, 2151.4225, 2151.4226, 2151.4228, 2151.4229, 2151.4230, 2151.4231, 2151.4232, 2151.4233, and 2151.4234 of the Ohio Revised Code (O.R.C.) and section 5101:2-33-26 of the Ohio Administrative Code (O.A.C.). It is an agreement among **Lake County Department of Job and Family Services (LCDJFS)** and community partners that delineates roles and responsibilities for referring, reporting, investigating, and prosecuting child abuse and neglect cases. The MOU also identifies procedures for collaborative service provisions needed to ensure child safety, permanence, and well-being, and the minimum requirements of screening, assessment/investigation, and service planning, to meet mandates included in children services legislation passed by the 134th Ohio General Assembly. Two primary goals of this MOU are:

- The elimination of all unnecessary interviews of children who are the subject of reports of child abuse or neglect;
- When feasible, conducting only one interview of a child who is the subject of a report of child abuse or neglect.

Throughout the state each County Department of Job and Family Services (CDJFS)/Public Children Services Agency (PCSA) provides the following services to their communities:

Screening: The capacity to accept and screen referrals of suspected child abuse, neglect, and/or dependency includes but is not limited to the following: receiving referrals 24 hours/day, 7 days/week; recording and retaining referral information; following Ohio's screening guidelines based on Ohio Administrative and Revised Code and categorizing the child maltreatment type; adherence to a protocol for making screening and differential response pathway decisions regarding referrals of suspected child abuse, neglect, and/or dependency within 24 hours from the time of the referral; documenting case decisions; and assigning a response priority of emergency or non-emergency to any screened in report.

Assessment and Investigation: The capacity to investigate and assess accepted reports of suspected child abuse, neglect, and/or dependency, includes responding to emergency reports within one (1) hour and non-emergency reports within twenty-four (24) hours; conducting an initial Safety Assessment using a standardized CAPM (Comprehensive Assessment Planning Model) tool within the timeline prescribed in the Ohio Administrative Code; completing a more in-depth CAPM Family Assessment including a clinical and actuarial risk assessment within forty-five (45) working days with the option of a fifteen (15) day extension for extenuating circumstances as prescribed in the Ohio Administrative Code; working collaboratively with other investigative agencies when appropriate; making traditional response case

dispositions within required timeframes; evaluating the need for protective, prevention, or supportive services and/or court involvement; and documenting all activities and case determinations.

Service Provision: The capacity to provide services that ameliorate, eliminate, or reduce future child maltreatment and the conditions which led to abuse, neglect, or dependency includes providing service planning and case management coordination; identifying and stating the concern and behavior change(s) needed for reunification to occur through the use of the CAPM Family Case Plan; monitoring the family's case progress, measuring service outcomes, re-assessing safety and risk, and evaluating permanency options by using the CAPM Case Review and Semi-Annual Review tools; and adhering to existing visitation, documentation, and case closure protocols.

II. ROLES AND RESPONSIBILITIES OF EACH PARTICIPATING AGENCY

A. CDJFS

LCDJFS is the lead agency for the investigation of child abuse, neglect, or dependency in Lake County. **LCDJFS** will coordinate and facilitate meetings, establish standards and protocol for joint assessment/investigation with law enforcement, cross-referrals, collection of forensic evidence, confidentiality, and training of signatories as required by statute. Child Protective Services staff and management will also participate in meetings and trainings as deemed appropriate at the discretion of the Director.

B. LAW ENFORCEMENT

The County Sheriff and each Chief of the local political subdivisions will have responsibility for: taking referrals/reports alleging child abuse and neglect from any source within their respective jurisdiction; referring reports to **LCDJFS** as soon as possible or within **twenty-four (24) hours** for investigation of the circumstances; determining whether allegations of abuse or neglect rise to the level of criminal conduct; cooperating with **LCDJFS** in a joint and thorough investigation when the information contained in the report lends itself to allege a present danger; assisting **LCDJFS** in hazardous situations where the provision of protective services or the investigation of child abuse or neglect is impeded; coordinating with **LCDJFS** on interviews with principals of the case when there are serious criminal implications; notifying **LCDJFS** of any legal action involving an alleged perpetrator of child abuse or neglect; responding to **LCDJFS's** requests for information regarding the status of the legal action; providing police record checks for **LCDJFS** as necessary or requested as permitted by law; consulting with **LCDJFS** prior to removal of a child from their home when possible; and handling and coordinating investigations involving a child fatality or near fatality which may have resulted from abuse or neglect.

C. JUVENILE COURT

The most senior Juvenile Judge in point of service of the county or their representative, selected by the Judge, if more than one, will be responsible for attending meetings concerning the MOU, entering into agreements with the other signatories of the MOU regarding the court's responsibility to timely hear and resolve child abuse, neglect, and dependency matters, signing the MOU, and updating the MOU or approving any amendment.

The juvenile court has a duty to exercise jurisdiction over adults and children to hear and decide matters as permitted by the Ohio Revised Code Chapters 2151 and 2152. The court is responsible for issuing orders regarding the care, protection, health, safety, mental, and physical best interest of children. The Juvenile Judge shall ensure that due process of law is achieved; hear evidence and issue findings of fact and conclusions of law as to any abused, neglected, or dependent child; order timely and safe permanency dispositions for children; and preserve the family environment whenever possible while keeping the child(ren)'s health and safety paramount.

D. COUNTY PROSECUTOR

The County Prosecutor shall report suspected cases of child abuse and neglect to **LCDJFS** or the appropriate law enforcement agency. The County Prosecutor shall represent **LCDJFS** in legal actions to protect a child from further harm resulting from child abuse or neglect unless the Prosecutor has granted consent for the appointment of an In-house Attorney pursuant to Ohio Revised Code chapters 309 and 305.

The prosecuting attorney may inquire into the commission of crimes within the county. The prosecuting attorney shall prosecute, on behalf of the state, all complaints, suits, and controversies in which the state is a party, except for those required to be prosecuted by a special prosecutor or by the attorney general. The County Prosecutor is to determine, based upon the facts, whether criminal culpability exists and if enough evidence exists for a matter to be prosecuted. The prosecutor will be available to law enforcement and **LCDJFS** staff for questions or assistance in the investigation of child abuse and neglect cases and eliminate the need for testimony at the municipal court level by allowing for direct presentation to the Grand Jury, when feasible, to minimize trauma to child victims. The prosecuting attorney agrees to aid **LCDJFS** in protecting the confidential nature of children services records and investigations, as well as the special protection afforded to the identity of the reporting source.

E. COUNTY DEPARTMENT OF JOB & FAMILY SERVICES [If not part of a combined agency]

☒ Not Applicable *(if selected this section is not relevant.)*

If the **[Enter the name of the CDJFS here]** is a separate agency from **[Enter the name of the PCSA here]**, employees within the county agency are expected to report suspected cases of child abuse and neglect to **[Enter the name of the PCSA here]** or appropriate law enforcement agency upon receipt; Collaborate with **[Enter the name of the PCSA here]** to assist families in caring for their children; Assure that children at risk of abuse and neglect receive protective services; Assure service coordination for families already involved with the **[Enter the name of the PCSA here]**; Promote ongoing communication between **[Enter the name of the CDJFS here]** and **[Enter the name of the PCSA here]** regarding mutual clients, including minors under the protective supervision or in the custody of the Agency and/or minor parents; Assist **[Enter the name of the PCSA here]** upon request in obtaining case or assistance group information regarding a family when the **[Enter the name of the PCSA here]** is assessing Title IV-E eligibility or completing an assessment/investigation of a child at risk or alleged to be abused; Assist **[Enter the name of the PCSA here]** in obtaining addresses and attempts to locate parents whose whereabouts are unknown, pursuant to OAC 5101:2-33-28; And where applicable and permitted assist **[Enter the name of the PCSA here]** in locating suitable relatives or kin that may be available as familial support for the child(ren) or as a placement option.

F. LOCAL ANIMAL CRUELTY REPORTING AGENCY

The local animal cruelty reporting agencies are to investigate reports of animal abuse and neglect within the county and, pursuant to O.R.C. 2151.421, report suspected cases of child abuse and neglect that may be observed during the commission of their duties to LCDJFS or local law enforcement.

G. CHILDREN'S ADVOCACY CENTER (Must include if agreement with CDJFS/PCSA exists. Option to skip this section if your agency does not have a formal agreement with a children's advocacy center.)

☒ Not Applicable *(if selected this section is not relevant.)*

The Children's Advocacy Center (CAC) will establish internal protocols regarding the investigation of CAC cases, participate in training as needed, work jointly and cooperatively in their established role with the other team members in the investigation of CAC cases, and attend and exchange information when meeting with **[Enter the name of the CDJFS/PCSA here]**, law enforcement, and other signatories of this agreement.

H. CLERK OF COUNTY COMMON PLEAS COURT (Optional per statute, but benefits to inclusion should be considered per county)

☒ Not Applicable *(if selected this section is not relevant.)*

The Clerk of County Common Pleas Court will collaborate with **[Enter the name of the CDJFS/PCSA here]**, County Prosecutor, and local law enforcement to establish standards and processes for the filing and acceptance of abuse, neglect, and dependency pleadings; Notice to the necessary parties; Service of process; How to send and receive communications from the Clerk; Defining acceptable methods of communication; Best practices for handling emergency/ex parte motions and orders which require the removal of children and need to be acted upon in an expeditious manner; Date and timestamp process and any cut-offs; Determine how and when to expect decisions or entries to be communicated; Provide periodic training for those involved in the investigation of child abuse and neglect and the signatories of this MOU; Be available to **[Enter the name of the CDJFS/PCSA here]** management staff or the Prosecutor should questions arise.

III. SCOPE OF WORK

The key objective of this MOU is to clearly define the roles and responsibilities of each agency in the provision of child protective services.

A. Mandated reporters and penalty for failure to report

Persons identified as mandated reporters per O.R.C. 2151.421, while acting in official or professional capacity, shall immediately report knowledge or reasonable cause to suspect the abuse or neglect of a child in accordance with that section. Reports shall be made to **LCDJFS** or a law enforcement officer.

The penalty for the failure of a person required to report any suspected case of child abuse and/or neglect pursuant to O.R.C. 2151.421 shall be a misdemeanor of the fourth degree. The penalty is a misdemeanor of the first degree if the child who is the subject of the required report that the offender fails to make suffers or faces the threat of suffering a physical or mental wound, injury, disability, or condition that would be the basis of the required report when the child is under the direct care or supervision of the offender who is then acting in the offender's official or professional capacity or when the child is under the direct care or supervision of another person over whom the offender, while acting in the offender's official or professional capacity, has supervisory control. Failure to report suspected child abuse and/or neglect may also result in civil liability in the form of compensatory or exemplary damages.

The Lake County Prosecuting Attorney, city law director, or village solicitor with jurisdiction shall be informed any time a mandated reporter fails to make a timely report concerning suspected or known child abuse or neglect.

The Lake County Prosecuting Attorney, city law director, or village solicitor with jurisdiction shall review the information contained in the report to determine if a violation of law has occurred and whether prosecution of that violation is warranted.

B. System for receiving reports

Reports of child abuse or neglect shall be made to **LCDJFS** or any law enforcement officer with jurisdiction in Lake County.

Reports to LCDJFS can be made:

1. By telephone 24 hours a day, 7 days a week. Dial 440-350-4000 (or 440-918-4000), and select option 1.
2. In person or by mail to:

Lake County Department of Job and Family Services
177 Main Street
Painesville, OH 44077

When a law enforcement officer receives a report of possible abuse or neglect of a child or the possible threat of abuse or neglect of a child, the law enforcement officer shall refer the report to the appropriate CDJFS/PCSA unless an arrest is made at the time of the report that results in the appropriate CDJFS/PCSA being contacted concerning the alleged incident involving the child.

When **LCDJFS** screens in a report of child abuse, **LCDJFS** shall notify the appropriate law enforcement agency of the report, unless law enforcement is present and an arrest is made at the time of the report that results in the appropriate law enforcement agency being notified of the child abuse.

When **LCDJFS** screens in a report of child neglect, and an active safety threat is identified within the first seven (7) days of the assessment/investigation, **LCDJFS** shall notify the appropriate law enforcement agency within the first seven (7) days of the assessment/investigation, unless an arrest is made at the time of the report that results in the appropriate law enforcement agency being notified of the child neglect.

C. Responding to mandated reporters

When **LCDJFS** receives a referral from a mandated reporter who provides their name and contact information, **LCDJFS** shall forward an initial mandated reporter notification to the referent within seven (7) days. The notification will be provided in accordance with the mandated reporter's preference. Information shared with the mandated reporter shall include the information permitted by O.R.C. 2151.421(K):

- Whether the agency has initiated an investigation of the report;
- Whether the agency is continuing to investigate the report;
- Whether the agency is otherwise involved with the child who is subject of the report;
- The general status of the health and safety of the child who is the subject of the report;
- Whether the report has resulted in the filing of a complaint in juvenile court or of criminal charges in another court.

When **LCDJFS** closes an investigation/assessment reported by a mandated reporter, **LCDJFS** shall forward an outcome mandated reporter notification to the referent. The notification will be provided in accordance with the mandated reporter's preference. Information shared with the mandated reporter shall be that permitted by O.R.C. 2151.421 to include a notification that the agency has closed the investigation along with a point of contact.

D. Roles and responsibilities for handling emergency cases of child abuse, neglect, and dependency

1. CDJFS Response Procedure

When **LCDJFS** determines that a report is emergent, **LCDJFS** shall attempt a face-to-face contact with the child subject of the report/ alleged child victim within one (1) hour of the receipt of the report and shall comply with the following procedure:

- a. The law enforcement agency having jurisdiction shall be immediately notified of the situation.
- b. A law enforcement officer shall immediately respond to the scene. The social worker will either accompany the officer to the scene or will meet the officer at the scene within one (1) hour of receipt of the report to make an initial assessment.
- c. The social worker must have face-to-face contact with the alleged child victim within one (1) hour of receipt of the report and will proceed to the location of the child, unless circumstances prohibit such contact within that time frame.
- d. If **LCDJFS** identifies an active safety threat at any point during the assessment/investigation, the caseworker or supervisor shall implement a safety response.
- e. If there are reasonable ground to believe that removal of the child from their home is necessary to prevent immediate or threatened physical or emotional harm, the social worker shall contact its agency attorney to discuss obtaining an ex parte emergency order prior to the removal.
- f. If a child is taken into custody by a law enforcement officer (as set forth in the following section below) and the child is turned over to **LCDJFS**, **LCDJFS** shall ensure a safe placement for the child.

- g. In consultation with its agency attorney, **LCDJFS** shall cause a complaint to be filed in the Lake County Court of Common Pleas, Juvenile Division, alleging that the child is an abused, neglected, or dependent child and request emergency temporary custody of said child. This complaint shall be filed before the end of the next business day after the child has been taken into custody in accordance with O.R.C. 2151.31(D).

2. Law Enforcement Response Procedure

After receiving notification of an emergency situation, the law enforcement officer, in consultation with the **LCDJFS** social worker, shall determine if any of the following conditions exist:

- a. Reasonable grounds to believe that a child is suffering from illness or injury and is not receiving proper care (as described in O.R.C. 2151.03), and the child's removal is necessary to prevent immediate or threatened physical or emotional harm;
- b. Reasonable grounds to believe that a child is in immediate danger from the child's surroundings and that the child's removal is necessary to prevent immediate or threatened physical or emotional harm; or
- c. Reasonable grounds to believe that a parent, custodian, guardian, or other household member has abused or neglected another child in the household and that the child is in danger of immediate or threatened physical or emotional harm from that person.

Pursuant to O.R.C. 2151.31, a child may be taken into custody when any of the three conditions listed above are present.

If a child is taken into custody in accordance with the above, the law enforcement officer will turn the child over to **LCDJFS** for emergency placement. The officer will assist **LCDJFS** with obtaining any necessary information, will prepare a written report and provide it to **LCDJFS** as soon as possible, and will cooperate with any court proceedings.

3. Children in Need of Medical Attention Special Response Procedures

In the event it appears a child taken into custody is in need of medical attention, the **LCDJFS** social worker shall ensure the child is promptly taken to a licensed medical facility within Lake County for an evaluation.

E. Standards and procedures to be used in handling and coordinating investigations of reported cases of child abuse and/or neglect

Methods to be used in interviewing the child who is the subject of the report and who allegedly was abused and/or neglected, alleged perpetrators, and other family members and witnesses/collaterals will be discussed and agreed upon in advance by **LCDJFS** and the corresponding law enforcement agency.

To the extent possible, investigative interviews of children who are the alleged victims of reports of abuse and/or neglect where criminal activity is suspected, including reports of human trafficking, are cooperatively planned by **LCDJFS** and the law enforcement agency of the jurisdiction.

Every effort will be made by the signatories of this MOU to prevent or reduce duplicate interviews of the victims or witnesses. When feasible, to reduce trauma, complete only one interview with the alleged child victim/ child subject of the report. **LCDJFS** agrees to be the lead agency in scheduling the time, place, and location of joint interviews as well as notifying all participants.

Before starting the interview, the participants will determine who is to be present in the room, who will be asking the questions, what areas are to be covered, and who will be the scribe for the interview. Audio and video recordings may be used when necessary.

When law enforcement or the prosecutor's office interviews a participant in a criminal investigation and a representative of **LCDJFS** is not present, the interviews conducted by law enforcement or the prosecutor's office may be used by **LCDJFS** to meet the agency investigative requirements set forth in rule. Law enforcement or the prosecutor's office will forward a written summary of the interview to **LCDJFS** upon request.

LCDJFS agrees not to proceed without the advice and consent of the prosecutor's office when a criminal investigation is being conducted concurrently. **LCDJFS** will not jeopardize a criminal investigation but will work with law enforcement to protect the safety of the child victim or witnesses. Law enforcement will be the lead agency in the collection of forensic evidence and will coordinate with the necessary facilities to obtain and store such evidence properly.

When a law enforcement agency or the prosecutor's office believes its criminal investigation of a report of child abuse, neglect, or dependency will be seriously prejudiced by the participation of **LCDJFS**, the police chief or officer in charge, or prosecutor, shall confer with a **LCDJFS** Unit Supervisor and the assigned social worker to discuss the case and each agency's role in the investigation. The law enforcement agency, or prosecutor, shall verbally and in writing direct that **LCDJFS** take no action (either face-to-face, verbal, or written contact with the subjects of the report) until the law enforcement agency, or prosecutor, either asks for assistance or law enforcement, or prosecutor, requests that **LCDJFS** delay interviewing the subjects of the report until the law enforcement agency has completed its investigation.

A written request to **LCDJFS** to refrain from or delay its investigation into an allegation of child abuse, neglect, or dependency shall contain the following information:

1. The name and official title of the person making the request; the investigating officer's assessment of the child's condition; documentation that the child is not at risk of further abuse or neglect; and that emergency protective or supportive services were not necessary at the time in order to provide for the child's safety and welfare.
2. A confirmation that the alleged perpetrator does not have access to the child; is not a household member or resident of the home; that the child's caretaker is not the alleged perpetrator; and that the caretaker is willing and able to protect the child from further abuse and/or neglect.

In the event **LCDJFS** does not receive this documentation in writing from the law enforcement agency conducting the investigation, or the prosecutor, **LCDJFS** will consult with its agency attorneys for guidance on how to proceed with its mandates.

LCDJFS shall follow up with law enforcement to ensure timely assistance and to complete mandated assessment/investigation activities within the forty-five (45) day timeframe. The timeframe can be extended in special circumstances to a maximum of sixty (60) days if law enforcement needs additional time, however, **LCDJFS** must make a disposition within the sixty (60) day timeframe.

F. Standards and procedures addressing the categories of persons who may interview the child who is the subject of the report and who allegedly was abused or neglected

The categories of personnel who may conduct interviews of children who are the subjects of reports of alleged abuse, neglect, and/or dependency are limited to the following:

- Casework and supervisory staff of **LCDJFS**
- Law enforcement personnel
- County or city prosecuting attorneys, assistant prosecuting attorneys, in-house JFS legal counsel if applicable, and their investigative staff
- Victim's advocates with **LCDJFS** participation

G. Standards and procedures for LCDJFS requests for law enforcement assistance

LCDJFS may request the assistance of law enforcement during an assessment/investigation if one or more of the following situations exist:

- An exigent circumstance exists.
- **LCDJFS** has reason to believe that the child is in immediate danger of serious harm.
- **LCDJFS** has reason to believe that the worker is, or will be, in danger of harm.
- **LCDJFS** has reason to believe that a crime is being committed, or has been committed, against a child.

- A **LCDJFS** social worker must conduct a home visit after regular **LCDJFS** business hours and a law enforcement escort is requested as a standard operating procedure.
- **LCDJFS** is removing a child from his or her family via an order of the court and the assistance of law enforcement is needed as **LCDJFS** has reason to believe the family will challenge the removal.
- **LCDJFS** is working with a client who has a propensity toward violence and the assistance of law enforcement is needed to ensure the safety of all involved.
- **LCDJFS** is working with a family that has historically threatened to do harm to PCSA staff.
- A **LCDJFS** social worker has been denied entry to the home or out-of-home care setting.
- A **LCDJFS** social worker has been denied access to the child.
- A **LCDJFS** social worker must conduct an assessment/investigation at a known drug house and a law enforcement escort is needed.

Procedures for **LCDJFS** requesting law enforcement assistance in an emergency situation are further set forth above in Article III, Section D of this MOU.

H. Specialized Investigations or Circumstances

To the extent possible, investigative interviews of children who are the alleged child victims/child subjects of the report of abuse and neglect where criminal activity is suspected, including reports of human trafficking, physical and sexual abuse, domestic violence, child endangering, or the like, are cooperatively planned by **LCDJFS** and the law enforcement agency of jurisdiction.

1. Out-of-Home Care

LCDJFS conducts an out-of-home care investigation in response to a child abuse or neglect report that includes an alleged perpetrator who meets one or more of the following criteria:

- Is a person responsible for the alleged child victim's care in an out-of-home care setting as defined in rule 5101:2-1-01 of the O.A.C.
- Is a person responsible for the alleged child victim's care in out-of-home care as defined in O.R.C. 2151.011.
- Has access to the alleged child victim by virtue of his/her employment by or affiliation to an organization as defined in O.R.C. 2151.011.
- Has access to the alleged child victim through placement in an out-of-home care setting.

LCDJFS shall follow the procedures for conducting out-of-home care investigations as described in section 5101:2-36-04 of the O.A.C.

The following procedures shall also be followed by **LCDJFS**:

- a. When **LCDJFS** receives a referral of out-of-home care abuse or neglect, and a principal named in the report poses a conflict of interest for **LCDJFS** pursuant to O.A.C. 5101:2-36-08, a third party shall conduct the investigation. In that case, the assigned social worker shall notify the law enforcement agency with jurisdiction to conduct the investigation if the report is criminal in nature. If it is not criminal in nature, **LCDJFS** shall work with another PCSA as the third-party investigator, as set forth in Section III.H.2., below.
- b. If the allegations are criminal in nature, the law enforcement agency shall control the investigation.
- c. While the investigation may be conducted jointly, the social worker and law enforcement officer shall separately complete a report. The law enforcement officer's report shall be initially reviewed within his/her chain of command, then forwarded, if necessary, to the appropriate prosecutor for review for possible criminal charges. The report shall also be forwarded to **LCDJFS** unless directed not to do so by the prosecutor with jurisdiction.
- d. **LCDJFS** shall complete a case disposition at the conclusion of the out-of-home care investigation no later than forty-five (45) days from receipt of the referral (not to exceed a maximum of sixty (60) days if information needed to determine the final case decision cannot be obtained within forty-five (45) days and the reasons are documents within the case record).

2. Third-Party Investigations

In accordance with O.A.C. 5101:2-36-08, **LCDJFS** shall request a third-party investigation be conducted by a local law enforcement agency or a PCSA in a contiguous county when there is potential for a conflict of interest because one of the following parties is a principal of the report:

- Any employee of an organization or facility that is licensed or certified by the Ohio Department of Job and Family Services (ODJFS) or another state agency and supervised by **LCDJFS**.
- A foster caregiver, pre-finalized adoptive parent, adoptive parent, relative, or kinship caregiver who is recommended, approved, or supervised by the PCSA.
- A type B family childcare home or type A family childcare home licensed by ODJFS when the CDJFS has assumed the powers and duties of the county children services function defined in Chapter 5153. of the Ohio Revised Code.
- Any employee, or agent of ODJFS or the PCSA as defined in Chapter 5153. of the Ohio Revised Code.
- Any authorized person representing ODJFS or the PCSA who provides services for payment or as a volunteer.

- A foster caregiver or an employee of an organization or facility licensed or certified by ODJFS and the alleged child victim is in the custody of, or receiving services from, the PCSA that accepted the report.
- Any time a PCSA determines that a conflict of interest exists. The PCSA shall document in the case record if a conflict of interest is identified.

LCDJFS shall request that law enforcement serve as the third party investigator when a report alleges a criminal offense. **LCDJFS** must request the assistance of a third party investigator within 24 hours of identifying that a conflict of interest exists.

The following procedures shall also be followed by **LCDJFS**:

- a. When **LCDJFS** receives a referral of abuse or neglect from one of the above-listed entities in this Section III.H.2., the assigned social worker shall notify the law enforcement agency with jurisdiction.
- b. The social worker shall meet with the law enforcement officer assigned to conduct the investigation. Together, they shall jointly determine if the incident is criminal or non-criminal and exchange all information concerning the investigation.
- c. If the allegations are criminal in nature, the law enforcement agency shall control the investigation.
- d. While the investigation may be conducted jointly, the social worker and law enforcement officer shall separately complete a report. The law enforcement officer's report shall be initially reviewed within his/her chain of command, then forwarded, if necessary, to the appropriate prosecutor for review for possible criminal charges. The report shall also be forwarded to **LCDJFS** unless directed not to do so by the prosecutor with jurisdiction.
- e. **LCDJFS** shall complete a case disposition at the conclusion of the third-party investigation no later than forty-five (45) days from receipt of the referral (not to exceed a maximum of sixty (60) days if information needed to determine the final case decision cannot be obtained within forty-five (45) days and the reasons are documents within the case record).
- f. In the event the law enforcement agency declines to assist **LCDJFS**, a determination shall be made through consultation with the **LCDJFS** Children Services Administrator, and if appropriate with the ODJFS licensing specialist, to determine if a conflict of interest exists without the assistance of law enforcement. If it is determined that a conflict of interest does not exist, **LCDJFS** will proceed with the investigation in accordance with the procedures set forth in O.A.C. 5101:2-36-08. If it is determined that a conflict of interest does exist, **LCDJFS** will contact another PCSA to request assistance with the investigation. If as a result of the investigation there is a determination that a potential criminal act has occurred, **LCDJFS** will again contact the law enforcement agency to advise of this concern.

3. Child Fatality - Suspected cause of death is abuse or neglect

LCDJFS is governed by O.R.C. 307.622 and must have a child fatality review board.

Investigations involving the death of a child due to alleged abuse or neglect are the responsibility of the law enforcement agency having jurisdiction. **LCDJFS** will assist by being involved in the investigation to provide emergency protective and supportive services to any other children residing in the home the child who died was living if the other children are at risk. **LCDJFS** will be available to assist at any time in the investigation.

4. Child Fatality - Death of a child in the custody of LCDJFS

LCDJFS follows O.A.C. 5101:2-33-14 following the death of a child in its custody.

In the event of the death of a child in the custody of **LCDJFS**, the law enforcement agency with jurisdiction and the Lake County Prosecutor's Office shall be contacted immediately, in no event later than one (1) hour of **LCDJFS**'s knowledge of the death. If the cause of death is due to abuse or neglect, the procedures set forth in Section III.H.2. shall be followed.

5. Allegations of withholding medically indicated treatment from disabled infants with life-threatening conditions

LCDJFS follows the procedures described in O.A.C. 5101:2-36-07 for responding to these reports.

The withholding of medically indicated treatment is the refusal to provide appropriate nutrition, hydration, medication, or other medically indicated treatment from a disabled infant with a life-threatening condition.

Medically indicated treatment includes the medical care most likely to relieve, or correct, the life-threatening condition. Nutrition, hydration, and medication, as appropriate for the infant's needs, are medically indicated for all disabled infants, in addition to the completion of appropriate evaluations or consultations necessary to assure that sufficient information has been gathered to make informed medical decisions on behalf of the disabled infant.

In determining whether treatment is medically indicated, reasonable medical judgments made by a prudent physician, or treatment team, knowledgeable about the case and its treatment possibilities are considered. The opinions about the infant's future "quality of life" are not to bear on whether a treatment is judged to be medically

indicated. Medically indicated treatment does not include the failure to provide treatment to a disabled infant if the treating physician's medical judgment identifies any of the situations listed in O.A.C. 5101:2-36-07(A)(3)(a-d).

LCDJFS shall also comply with the following:

- LCDJFS Intake Assistant Administrator shall compile and maintain a current database containing the name, address, and telephone number of the healthcare facilities in Lake County, Ohio. Such database shall include the name, title, and telephone number of each facility's contact person whom LCDJFS can contact in the event of an allegation involving the withholding of medically indicated treatment from disabled infants with life-threatening conditions. If a healthcare facility in Lake County, Ohio has a review committee, the database shall also include the current name and chairperson of that committee. The Intake Assistant Administrator shall ensure that the database remains updated and correct on a quarterly basis.
- Within one (1) hour of receiving a report alleging the withholding of medically indicated treatment from a disabled infant with a life-threatening condition, the assigned social worker shall contact the appropriate health care facility's administrator or designee to obtain the information required in O.A.C. 5101:2-36-07(B)(2).
- **LCDJFS** shall involve a qualified medical consultant to evaluate the infant's medical information, including medical records, obtained during the preliminary medical assessment.
- **LCDJFS** shall notify law enforcement if it is determined that the attending physician failed to provide medically indicated treatment or failed to inform the disabled infant's parent, guardian, or custodian of the available treatment options.
- If the report contains an allegation of other forms of child abuse or neglect, **LCDJFS** will follow normal investigation procedures.

6. Allegations of child abuse and/or neglect constituting a crime against a child, including human trafficking, and require a joint assessment/investigation with law enforcement

Law enforcement shall inform **LCDJFS**, as required by O.R.C. 2151.421, of a report of abuse or neglect, including human trafficking, upon the receipt of the report (which shall include the information required pursuant to O.R.C. 2151.421(C)), as follows:

- a. Immediately when there is danger of imminent risk to the child or a possibility that the child may be removed.
- b. Within twenty-four (24) hours in the case of a substantiated report when there is no imminent risk to the child.
- c. The next business day in the case of an unsubstantiated report or a report with minimal likelihood of its veracity and there is no apparent risk to the child.

When a law enforcement agency or the prosecutor's office believes its criminal investigation of a report of child abuse, neglect, or dependency will be seriously prejudiced by the participation of **LCDJFS**, the police chief or officer in charge, or prosecutor, shall confer with a **LCDJFS** Unit Supervisor and the assigned social worker to discuss the case and each agency's role in the investigation. The law enforcement agency, or prosecutor, shall verbally and in writing direct that **LCDJFS** take no action (either face-to-face, verbal, or written contact with the subjects of the report) until the law enforcement agency, or prosecutor, either asks for assistance or law enforcement, or prosecutor, requests the **LCDJFS** delay interviewing the subjects of the report until the law enforcement agency has completed its investigation.

A written request to **LCDJFS** to refrain from or delay its investigation into an allegation of child abuse, neglect, or dependency shall contain the following information:

- a. The name and official title of the person making the request; the investigating officer's assessment of the child's condition; documentation that the child is not at risk of further abuse or neglect; and that emergency protective or supportive services were not necessary at the time in order to provide for the child's safety and welfare.
- b. A confirmation that the alleged perpetrator does not have access to the child, is not a household member or resident of the home, that the child's caretaker is not the alleged perpetrator, and that the caretaker is willing and able to protect the child from further abuse and/or neglect.

In the event **LCDJFS** does not receive this documentation in writing from the law enforcement agency conducting the investigation, or the prosecutor, **LCDJFS** will consult with its agency attorneys for guidance on how to proceed with its mandates.

LCDJFS shall follow up with law enforcement to ensure timely assistance and to complete mandated assessment/investigation activities within the forty-five (45) day timeframe. The timeframe can be extended in special circumstances to a maximum of sixty (60) days if law enforcement needs additional time, however, **LCDJFS** must make a disposition within the sixty (60) day timeframe.

7. Reports of cases involving individuals who aid, abet, induce, cause, encourage, or contribute to a child or a ward of the juvenile court becoming dependent, neglected, unruly, and delinquent child

LCDJFS shall follow all normal procedures for reporting and screening of a referral. **LCDJFS** shall contact the law enforcement agency with jurisdiction in such situations (if the law enforcement agency is not the referent), and shall consult with its agency attorneys regarding handling these cases.

The law enforcement agency shall have jurisdiction to investigate these allegations, and **LCDJFS** shall supply protective or supportive services for the child and the child's family.

8. Reports involving individuals who aid, abet, induce, cause, encourage, or contribute to a child or a ward of the juvenile court by leaving the custody of any person, department, or public or private institution without the legal consent of that person, department, or institution

LCDJFS shall follow all normal procedures for reporting and screening of a referral. **LCDJFS** shall contact the law enforcement agency with jurisdiction in such situations (if the law enforcement agency is not the referent), and shall consult with its agency attorneys regarding handling these cases.

The law enforcement agency shall have jurisdiction to investigate these allegations, and **LCDJFS** shall supply protective or supportive services for the child and the child's family.

9. Receiving and responding to reports of missing children

Upon learning that a minor child has either run away from or is otherwise missing from the home or the care, custody, and control of the child's parents, custodial parent, legal guardian, or non-custodial parent, **LCDJFS** shall:

- Refer the reporter to the law enforcement agency in the appropriate jurisdiction.
- Contact the law enforcement agency for entry into the National Crime Information Center (NCIC) database if the child is in **LCDJFS** custody.
- Contact the National Center for Missing and Exploited Children (NCMEC) if the child is in **LCDJFS** custody.

Upon request of law enforcement, **LCDJFS** shall provide assistance and cooperation in the investigation of a missing child, including the immediate provision of any information possessed by **LCDJFS** which may be relevant in the investigation.

Law enforcement shall notify **LCDJFS** upon learning that a minor child who is alleged to be in the child services system or who is known or suspected to be abused or neglected has either run away from or is otherwise missing from the home or the care, custody, and control of the child's parents, custodial parent, legal guardian, or non-custodial parent.

I. Standards and procedures for removing and placing children

1. Emergency

Emergency removal of a child from home is necessary when the child is at imminent risk of harm and in need of protection from abuse, neglect, or dependency, and the child's removal is necessary to prevent immediate or threatened physical or emotional harm.

An ex parte order may be issued with or without a complaint being filed. Prior to taking the child into custody the judicial fact-finder must make a determination that reasonable efforts were made to notify the child's parents, guardian, or custodian, or there were reasonable grounds to believe doing so would jeopardize the safety of the child, or lead to the removal of the child from the jurisdiction.

Juv.R. 6 orders can be issued in-person, by phone, video conference, or otherwise. Reasonable grounds must exist to believe the child's removal is necessary to prevent immediate or threatened physical or emotional harm.

Findings must be made that the agency either did or did not make reasonable efforts to prevent the removal of the child from their home with a brief description of services provided and why those did not prevent the removal or allow the child to return home, and if temporary custody is granted to **LCDJFS** an additional finding that it would be contrary to the welfare and best interest of the child to continue in the home. If granted, a shelter care hearing must be scheduled the next business day (but not later than seventy-two (72) hours) after the emergency order has been issued. If the ex parte motion is denied the matter must be set for a shelter care hearing within ten (10) days from the filing date.

The procedures for **LCDJFS** and law enforcement investigations in emergency situations are set forth in Section III.D. of this MOU.

2. Non-emergency

Upon receiving a report alleging child abuse, neglect, and/or dependency, **LCDJFS** commences an investigation in accordance with the requirements of O.R.C. 2151.421. If the final case decision rises to the level of court involvement, **LCDJFS** shall approach the juvenile court and file a complaint alleging the child(ren) to be abused, neglected, or dependent per O.R.C. 2151.27. The matter will be set for a shelter care/preliminary protective hearing expeditiously by the juvenile court.

Reasonable oral or written notice of the time, place, and purpose of the hearing must be provided to the parents, guardian, or custodian unless they cannot be found. The same parties are also entitled to notification that a case plan may be prepared, the general requirements, and possible consequences of non-compliance with the case plan.

The parties will be served with the complaint and summons to appear before the juvenile court. Unrepresented parties are advised by the juvenile court of their right to counsel. Counsel is appointed for children when abuse is alleged. A guardian ad litem is appointed to all children subjects of abuse, neglect, or dependency proceedings. A separate guardian ad litem may be appointed to minor parents or parents who appear mentally incompetent.

The judicial fact finder must determine whether there is probable cause that the child is abused, neglected, or dependent; whether the child is in need of protection; whether or not there is an appropriate relative or kin willing to assume temporary custody of the child; whether reasonable efforts were made by **LCDJFS** to prevent the removal or continued removal, or to make it possible for the child to return home safely; and, for temporary custody orders to **LCDJFS**, that it would be contrary to the welfare and best interest of the child to continue in the home. All other temporary orders should be requested and considered at this time.

J. Optional Section(s)

☐ Not Applicable *(if selected this section is not relevant.)*

1. Maintaining Operations in the Event of a Disaster

In the event of a disaster, **LCDJFS** has policies to maintain operations regarding the receipt and investigation of child abuse and neglect allegations as set forth in the Disaster Preparedness Plan in accordance with O.A.C. 5101:2-5-13.1. A copy of the plan will be made available to any signatories of this MOU upon request.

2. Deserted Child Procedures

LCDJFS will comply with O.A.C. 5101:2-36-06 for all assessments/investigations of referrals received involving a deserted child when all of the following apply:

- a. The child is fewer than thirty-one (31) days old.

- b. The child was voluntarily left by the child's parent in the care of an emergency medical service worker, peace officer, or hospital employee by the child's parent(s).
- c. The child was left and the child's parent(s) did not express an intention to return for the child.

IV. TRAINING

Cross system training is to be provided to and a plan developed by all signatories of this MOU to ensure parties understand the mission and goals identified in this MOU and are clear about the roles and responsibilities of each agency. Periodic trainings events will be coordinated by **LCDJFS** as the lead agency and notification of the trainings will be provided to the signatories of this agreement. By agreeing to participate in the Lake County MOU, signatories express a commitment to attend training opportunities when presented.

Each signatory to this MOU shall be responsible for ensuring its employees receive training in the contents and implementation of this MOU. Each signatory to this MOU shall encourage each other to provide uniform in-service training as to the issues of child abuse and neglect including, but not limited to: indications of abuse and neglect; risk assessment; and sharing training resource materials.

V. CONFLICT RESOLUTION

☐ Not Applicable (*if selected this section is not relevant.*)

When a conflict occurs among county partners, the effect is often broader than the individuals directly involved in the dispute. As disputes are often inevitable this MOU must set forth the local process by which disputes will be resolved so as not to disrupt program effectiveness.

As the mandated agency responsible for the provisions of child protective services, the ultimate decision on how to handle abuse, neglect investigations lies with **LCDJFS**. Every effort will be made to take in to account other subscribers' requests and concerns relating to services.

Criminal investigations and prosecution remain the responsibility of the prosecuting attorney and appropriate law enforcement agencies. **LCDJFS** will assist these agencies, but in no way, interfere or jeopardize a criminal investigation or prosecution.

For cases which come before the court as it relates to decisions and orders, the Juvenile Judge's rulings are final.

In the event internal conflict resolution efforts fail and a statutorily required participant refuses to sign or engage in the MOU process, **LCDJFS** is to consult with the Lake County Prosecutor to explore available remedies.

Individual conflicts shall be resolved in the least official means possible by:

1. Meeting between the individuals involved; or
2. Meeting of the individuals and their superiors; or
3. Meeting of the agency heads or other designees.

Conflicts between agencies shall be resolved by:

1. Meeting between the agency heads and/or their designees; or
2. Meeting between the legal representatives of the agencies.

V. CONFIDENTIALITY STATEMENT

Any report made in accordance with O.R.C. 2151.421 is confidential. Both the information and the name of the person who made the report under O.R.C. 2151.421 shall not be released to the public for use and shall not be used as evidence in any civil action or proceeding brought against the person who made the report.

Children services records are not public records and are exempt from Ohio's Sunshine Laws under O.R.C. 149.43. Children services records are confidential in nature and should be treated accordingly.

O.R.C. 2151.423 requires **LCDJFS** to disclose confidential information discovered during an investigation conducted pursuant to section 2151.421 or 2151.422 of the Ohio Revised Code to any federal, state, or local government entity that needs the information to carry out its responsibilities to protect children from abuse or neglect. Likewise, law enforcement and other entities are expected to release information to **LCDJFS** for the purpose of carrying out its responsibility of protecting children from abuse and/or neglect.

Each signatory of this MOU shall be responsible for maintaining the confidentiality of reports coming into its possession from other signatories of this MOU:

1. Copies of reports of the law enforcement agencies and **LCDJFS** may be exchanged as necessary to aid in the investigation of abuse or neglect.
2. Signatories to this MOU receiving copies of another signatory's report shall not release that report to any person or entity unless authorized to do so by the signatory that prepared the report.
3. In the case of a subpoena, the participant to this MOU that received the subpoena shall contact the participant that prepared the report prior to any release of the report so that such participant is afforded an opportunity to respond to the subpoena.
4. **LCDJFS** shall inform the Lake County Prosecutor's Office when it receives a subpoena requesting **LCDJFS** records.

The confidentiality provisions of this MOU will survive the expiration or termination of this MOU.

Information regarding the report and/or investigation of alleged abuse or neglect may be shared only when dissemination is authorized by O.A.C. 5101:2-33-21 and in accordance with the procedures outlined in O.A.C. 5101:2-33-21. The unauthorized dissemination of confidential information is a misdemeanor and is punishable by law.

In the event of unauthorized dissemination of information, the party who learns of the breach of confidentiality will notify the Director of **LCDJFS** as soon as possible. The notification will be sent to the Director in writing describing the circumstances surrounding the breach. The notification will specify the confidential information released, who is responsible for disseminating the confidential information, how it was disseminated, and the parties who have access to the information without authorization. The Director of **LCDJFS** shall then refer this information to the Lake County Prosecutor at their discretion.

This MOU does not inhibit good faith compliance with a subpoena issued by a Grand Jury or in a criminal case. Dissemination of records pursuant to the State's discovery obligations is authorized. However, work product and other privileges are expected to be upheld.

VI. TERMS AND CONDITIONS AND STATUTORY REQUIREMENTS

This MOU must be retained for a period of at least seven (7) years per the state of Ohio records retention schedule. Please refer to **Lake County** records retention policy for information on forms to be completed and processes to be followed for the destruction of records.

Consultation among the signatories will be done in person, whenever practicable. When an in-person meeting is not possible the signer may employ the use of alternative methods of communication including but not limited to MS Teams, Skype, Zoom, or telephone as agreed upon by all members. When **LCDJFS** is seeking consultation with a signer of this MOU regarding an active referral of child abuse and/or neglect and has met in person or spoken with another signer, **LCDJFS** will make written contact with the appropriate agency by the next working day to request the needed information and make the referral in writing.

The required members shall review and evaluate the terms and conditions of the MOU every biennium. All required members to the MOU will sign the new or updated agreement. **LCDJFS** is to submit the MOU to the Lake County Board of County Commissioners for review and approval. The MOU shall then be submitted to ODJFS no later than thirty (30) days after the Lake County Board of County Commissioners' approval. **LCDJFS** shall submit the MOU with enough time for any revisions to be made prior to December thirty-first of the year.

Failure to follow the procedures set forth in the MOU by the concerned officials is not grounds for, and shall not result in, the dismissal of any charges or complaint arising from any reported case of abuse or neglect or the suppression of any evidence obtained as a result of reported child abuse or child neglect and does not give, and shall not be construed as giving, any rights or any grounds for appeal or post-conviction relief to any person.

This MOU shall be governed by and construed in accordance with applicable state and federal laws and regulation. In the event any portion of this MOU is inconsistent with state or federal law, that portion shall be without effect as if stricken from the document and the remaining portion shall remain in full force and effect; in such case, the applicable law or regulation shall govern and shall be followed.

LCDJFS shall ensure that a copy of the approved MOU is posted on the Lake County government website within thirty (30) days of when ODJFS determines the MOU to be compliant.

VII. SIGNATURES OF EACH PARTICIPATING AGENCY

The signature section of this MOU authorizes the participating parties of this MOU to begin enactment of MOU protocols and activities. The participating members agree to follow the terms of this MOU and to meet at minimum once every biennium to review terms and conditions, evaluate if updates are needed, and sign a new or amended MOU.

If any individual serving as a signatory changes mid-term, **LCDJFS** is to provide the new required member with the current memorandum. The new member remains bound by the most recently approved version of the memorandum. Their signature is to be obtained and submitted on or before the next biennial review.

Signatures on this MOU may be made either in-person or electronically.

A required member to this agreement may terminate their involvement in the MOU for good cause upon giving at least thirty (30) days written notice to the other required members in this MOU.

This MOU will remain in effect for all remaining participants until terminated in writing by all of the participants.

Any amendment or changes to this MOU shall be in writing and will be effective upon execution by all participants.

This MOU supersedes all previous MOUs governing the issues contained herein upon a determination made by ODJFS that this MOU is compliant in accordance with O.R.C. 2151.4230.

[Signatures to follow]

Suzanne Casar, Director
Lake County Department of Job and Family Services

Date

Judge Michael DeLeone
Lake County Court of Common Pleas, Juvenile Division

Date

Charles E. Coulson
Lake County Prosecuting Attorney

Date

Sheriff Frank Leonbruno
Lake County Sheriff

Date

Jamie Tavano, Executive Director
Lake County Humane Society

Date

Larry Reik, Chief
Eastlake Police Department

Date

David Koran, Chief
Fairport Harbor Village Police Department

Date

Paul Papes, Chief
Grand River Village Police Department

Date

Brian McCallister, Chief
City of Kirtland Police Department

Date

Barry Hendricks, Chief
Kirtland Hills Village Police Department

Date

Steve Gagliardi, Chief Lakeland Community College Police Department	Date
James Sivak, Chief Lake Metroparks Ranger Department	Date
Troy Hager, Chief Madison Township Police Department	Date
Troy McIntosh, Chief Madison Village Police Department	Date
Kenneth Gunsch, Chief City of Mentor Police Department	Date
John Forsythe, Chief City of Mentor-on-the-Lake Police Department	Date
Ron Walters, Chief North Perry Village Police Department	Date
Daniel Waterman, Chief City of Painesville Police Department	Date
Steven Williams, Chief Perry Village Police Department	Date

Sue Scofield, Chief
Timberlake Village Police Department

Date

Carl Dondorfer, Chief
Waite Hill Village Police Department

Date

Randy Ice, Chief
City of Wickliffe Police Department

Date

James Schultz, Chief
City of Willoughby Police Department

Date

Matthew Naegele, Chief
City of Willoughby Hills Police Department

Date

Rob T. Daubenmire, Chief
City of Willowick Police Department

Date

Signature page for each participating agency

Suzanne Casar

Suzanne Casar, Director

Lake County Department of Job and Family Services

10/2/23

Date

Signature page for each participating agency

A handwritten signature in blue ink, appearing to read "Mike DeLeone", written over a horizontal line.

Judge Michael DeLeone
Lake County Court of Common Pleas, Juvenile Division

8/15/23

Date

Signature page for each participating agency



Charles E. Coulson
Lake County Prosecuting Attorney

8/21/23

Date

Signature page for each participating agency



Sheriff Frank Leonbruno
Lake County Sheriff

8-14-2023

Date

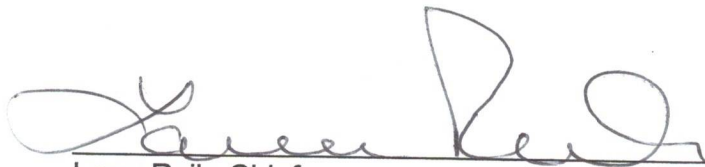
Signature page for each participating agency



Jamie Tavano, Executive Director
Lake County Humane Society

08/16/2023
Date

Signature page for each participating agency

A handwritten signature in dark ink, appearing to read "Larry Reik", written over a horizontal line.

Larry Reik, Chief
Eastlake Police Department

8/13/23

Date

Signature page for each participating agency

A handwritten signature in dark ink, appearing to read 'David Koran', written over a horizontal line.

David Koran, Chief
Fairport Harbor Village Police Department

8-24-23

Date

Signature page for each participating agency


Paul Papas, Chief

Grand River Village Police Department

August 22, 2023
Date

Signature page for each participating agency

Chief B. McCallister

Brian McCallister, Chief
City of Kirtland Police Department

8/14/23

Date

Signature page for each participating agency

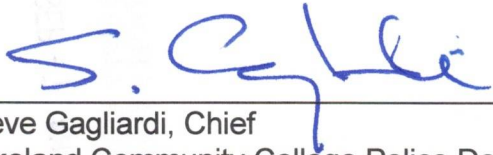
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Barry Hendricks, Chief
Kirtland Hills Village Police Department

8-16-23

Date

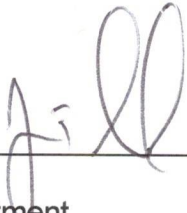
Signature page for each participating agency

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Steve Gagliardi, Chief
Lakeland Community College Police Department

8/29/23
Date

Signature page for each participating agency

CHIEF 

James Sivak, Chief
Lake Metroparks Ranger Department

8.18.23

Date

Signature page for each participating agency



Troy Hager, Chief
Madison Township Police Department

8-11-23
Date

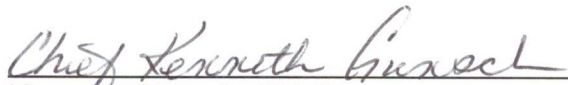
Signature page for each participating agency

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Troy McIntosh, Chief
Madison Village Police Department

8/25/23
Date

Signature page for each participating agency




Kenneth Gunsch, Chief
City of Mentor Police Department

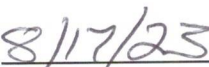


Date

Signature Page for Each Participating Agency



John Forsythe, Chief
City of Mentor-on-the-Lake Police Department



Date

Signature page for each participating agency

A handwritten signature in dark ink, appearing to read 'Ron Walters', is written over a horizontal line.

Ron Walters, Chief
North Perry Village Police Department

08-14-23
Date

Signature page for each participating agency

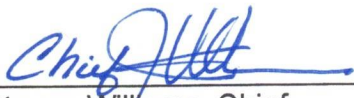
A handwritten signature in blue ink, appearing to read "Daniel Waterman", is written over a horizontal line.

Daniel Waterman, Chief
City of Painesville Police Department

08/10/23

Date

Signature page for each participating agency

A handwritten signature in blue ink, appearing to read "Chief Williams", written over a horizontal line.

Steven Williams, Chief
Perry Village Police Department

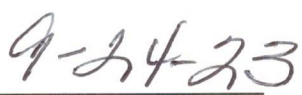
9/19/2023

Date

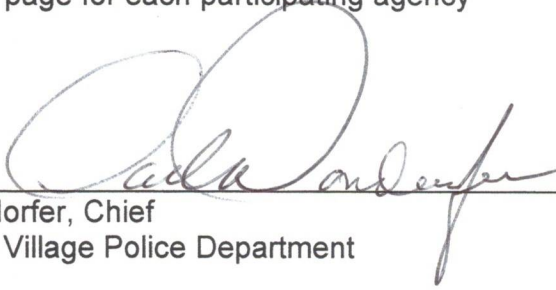
Signature page for each participating agency


Sue Scofield, Chief

Timberlake Village Police Department


Date

Signature page for each participating agency

A handwritten signature in dark ink, appearing to read "Carl Dondorfer", is written over a horizontal line.

Carl Dondorfer, Chief
Waite Hill Village Police Department

Date 8/14/202

Signature page for each participating agency



Randy Ice, Chief
City of Wickliffe Police Department

8/16/2023
Date

Signature page for each participating agency


James Schultz, Chief
City of Willoughby Police Department

08-14-2023
Date

Signature page for each participating agency

A handwritten signature in blue ink, appearing to read 'Matthew Naegele', written over a horizontal line.

Matthew Naegele, Chief
City of Willoughby Hills Police Department

8/14/23
Date

Signature page for each participating agency

 CHIEF
Chief ROBT. DAUBENTIRE

City of Willowick Police Department

08-17-2023

Date

IX. REFUSAL TO SIGN ☒ Not Applicable *(if selected this section is not relevant.)*

LCDJFS attests they attempted to obtain the signature of all required participating agencies as set forth in Section II of this memorandum and as mandated through section 2151.4210 of the Revised Code. However, the following agency(ies) or individual(s) refused to sign this MOU.

Date:

Agency, Name, Title:

Reason the individual refused to sign:

--

X. BOARD OF COUNTY COMMISSIONERS

LCDJFS shall submit the MOU signed by all participating agencies to the Lake County Board of Commissioners. The participating agencies will ensure there is adequate time for both the Lake County Board of Commissioners and ODJFS review and approval process along with any returns for correction prior to the end of the contractual period.

The Lake County Board of Commissioners has reviewed the Lake County Memorandum of Understanding and approved it pursuant to Resolution #20231017\JFS01, adopted on October 17, 2023. A copy of the Resolution is attached hereto and incorporated herein.

The Board of County Commissioners, in and for Lake County, Ohio, met this day in regular session with the following members present:

Commissioners: Plecnik, Regovich and Hamercheck

Commissioner Plecnik presented the following resolution and moved its adoption.

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE LAKE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND COMMUNITY PARTNERS DELINEATING THE ROLES AND RESPONSIBILITIES FOR REFERRING, REPORTING, INVESTIGATING, AND PROSECUTING CHILD ABUSE AND NEGLECT CASES AS REQUIRED BY R.C. 2151.4225(B)(1)

WHEREAS, the Board of County Commissioners hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of County Commissioners, and that all the deliberations of this Board of County Commissioners and of its committees, if any, which resulted in formal actions, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code; and

WHEREAS, Ohio Revised Code (R.C.) 2151.4221 requires the Lake County Department of Job and Family Services to prepare a Memorandum of Understanding to delineate the roles and responsibilities of specific community agencies for referring, reporting, investigating, and prosecuting child abuse and neglect cases; and

WHEREAS, R.C. 2151.4225 requires the Board of County Commissioners to review this Memorandum of Understanding to determine whether it complies with R.C. 2151.4220 to R.C. 2151.4222; and

WHEREAS, the Board of County Commissioners received the Memorandum of Understanding from the Lake County Department of Job and Family Services, reviewed and evaluated it, and determined it meets the requirements of R.C. 2151.4220 to R.C. 2151.4222; and

WHEREAS, R.C. 2151.4225 requires the Board of County Commissioners to adopt a resolution to approve the Memorandum of Understanding; and

WHEREAS, after the Lake County Department of Job and Family Services receives a determination from the Ohio Department of Job and Family Services that the Memorandum of Understanding complies with the requirements of the law, the Memorandum of Understanding shall go into effect and will supersede any previous Memorandum of Understanding entered into; and

WHEREAS, after the Memorandum of Understanding is in effect, R.C. 2151.4234 requires the Memorandum of Understanding to be posted to Lake County's general website; and

WHEREAS, a biennial review and adoption of a resolution approving the Memorandum of Understanding shall be completed by December 31st of every odd-numbered year going forward in accordance with R.C. 2151.4226.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners, in and for Lake County, Ohio, hereby approves the Memorandum of Understanding between the Lake County Department of Job and Family Services and community partners delineating the roles and responsibilities for referring, reporting, investigating, and prosecuting child abuse and neglect cases as required by R.C. 2151.4225(B)(1).

BE IT FURTHER RESOLVED, that the Clerk of the Board is hereby directed to distribute certified copies of this resolution to the Lake County Prosecutor; and to Suzanne Casar, Director, Lake County Department of Job and Family Services.

Commissioner Regovich seconded the resolution and the roll being called upon its adoption, the vote resulted as follows:

"AYES": Commissioners: Plecnik, Regovich and Hamercheck


"NAYS": None

Resolution adopted,
Jennifer Bell, Clerk

CLERK'S CERTIFICATION

I, Jennifer Bell, duly appointed Clerk of the Board of County Commissioners, do hereby certify that this is a true and accurate copy of a resolution adopted by said Board on October 17, 2023, and recorded in the Commissioners' and Water and Sewer Journal, Volume 2023.

WITNESS my hand this seventeenth day of October, 2023, in Painesville, Ohio.


Jennifer Bell, Clerk
Board of Commissioners, in and
for Lake County, Ohio