



MINNEAPOLIS POLICE DEPARTMENT

SPECIAL ORDER

BY ORDER OF THE CHIEF OF POLICE

DATE ISSUED: xx xx, 2024	DATE EFFECTIVE: xx xx, 2024	NUMBER: SO24-0xx	PAGE: 1 of 20
TO: Distribution "A"			RETENTION DATE: Until Rescinded
SUBJECT: Manual Revision – 8-200 Juvenile At-Risk <u>Specific Call Procedures for Minors</u> 8-201 Missing and Runaway Minors Juveniles 8-202 Amber Alerts 8-203 Curfew Violations 8-203 8-210-Mandated Reporting of <u>Maltreatment of Minors</u> Physical or Sexual Abuse of Children 8-103 Mandatory Reporting of Maltreatment of Minors 8-204 Truancy 8-204 8-205-Health and Welfare Holds for <u>Minors Juveniles</u> 8-205 8-211-Transportation and Car Seats 8-206 Transfer of Child Custody When a Parent is Arrested for a Crime Unrelated to <u>Maltreatment</u> Child Abuse and Neglect 8-207 Lost and Abandoned <u>Minors</u> Children 8-208 Luring of <u>Minors</u> Children 8-209 Contributing to the Delinquency of Minors 8-210 7-318 Custody of <u>Minors</u> Children			APPROVED BY:

MP-8806

Introduction:

Effective with the issuance of this Special Order, Chapter 8-200 of the MPD Policy and Procedure Manual shall be amended as follows:

8-201 Missing and Runaway Minors Juveniles
(04/30/02) (10/03/03) (08/01/06) (10/07/08) (10/10/08) (10/05/09) (10/09/14) (10/10/22)
(01/30/23) (09/09/23) (xx/xx/24)

I. Purpose

The purpose of this policy is to establish guidelines and procedures for Minneapolis Police Department (MPD) members when responding to and investigating cases involving reports of missing minors juveniles. This policy emphasizes the need for swift, compassionate, and effective actions to ensure the safety and well-being of vulnerable minors. MPD members must

use trauma-informed and developmentally appropriate language and practices when engaging with minors, recognizing the unique challenges they may face, and aiming to minimize re-traumatization.

The MPD recognizes there is a critical need for immediate and consistent response to reports of missing minors. The decisions made and actions taken during the preliminary stages may have a profound effect on the outcome of the case. Therefore, this agency has established the following responsibilities and guidelines for the investigation of missing minors.

H. Definitions

[Moved to [IV]]

II. ~~III.~~ Policy

A. Accept Reports

Members shall accept, without delay, any report of a missing minor. Members shall not refuse to accept a missing minor report on the basis that (MN Statute section 299C.53 Subd. 1(a)):

- The circumstances do not indicate foul play.
- The minor has been missing for a short amount of time.
- The minor has been missing for a long amount of time.
- There is no indication that the missing minor was in the jurisdiction served by the law enforcement agency at the time of the disappearance (see [II-D]).
- The circumstances suggest that the disappearance may be voluntary.
- The reporting party does not have personal knowledge of the facts.
- The reporting party cannot provide all of the information requested.
- The reporting party lacks a familial or other relationship with the missing minor.
- Any other reason, except in cases where the MPD has direct knowledge that the minor is, in fact, not missing, and the whereabouts and welfare of the minor are known at the time the report is filed.

B. ~~A.~~ Court-Ordered Placement

A minor juvenile-under court-ordered placement who is reported missing, shall require an MPD squad response.

C. ~~B.~~ Report by any Person for Runaway from a Minneapolis Facility

A minor juvenile-at a Minneapolis facility (e.g. YCC-~~The Bridge~~) who has run away, can be reported as a missing-or runaway juvenile by any person, regardless of the reporting person's relationship to the minor juvenile, and whether or not the stay was a court-ordered placement.

D. ~~C.~~ Jurisdiction

Jurisdictional conflicts are to be avoided when a minor juvenile-is reported missing.

1. Any missing ~~minor juvenile~~ believed to be in imminent danger shall have a squad response and NCIC Entry protocol initiated, regardless of jurisdiction. ~~Members~~ Officers shall complete a Police Report with the code ARMISP.
2. If a missing ~~minor juvenile~~ either resides in or was last seen in this jurisdiction, the MPD will immediately initiate the required reporting process, as detailed below.
3. If a ~~minor juvenile~~ resides in this jurisdiction and was last seen in another jurisdiction, MPD will confer and coordinate with the law enforcement agency covering that jurisdiction.

III. ~~IV.~~ Procedures

A. Initial Response

1. Reporting and MECC response
 - a. Any person wanting to report a missing ~~minor juvenile~~ (including runaways) shall be directed to call 911 or the Minneapolis Emergency Communication Center (MECC) at all times.
 - i. ~~If a member an officer is approached in-person, the reporting part shall be directed to call 911 or MECC~~ the best practice is for the member to facilitate a call between 911 or MECC and the reporting party so the reporting part can communicate the information directly.
 - ii. If the reporting party is not able to participate in the call with 911 or MECC, the member shall report the information they have to ensure MECC is provided with adequate information to complete the NCIC entry.
 - b. MECC will dispatch a squad to the incident address.
 - c. A squad shall respond as soon as possible to verify the status of the ~~minor juvenile~~.
 - i. If the ~~minor child~~ is found at the incident scene, the report shall be considered unfounded.
 - ii. If the ~~member officer~~ confirms the ~~minor child~~ is missing, the ~~member officer~~ shall notify MECC.
 - d. MECC staff, ~~responding members reporting officers~~, and investigators shall advise the reporting person to call 911 if the missing ~~minor juvenile~~ returns or is located.
 - e. MECC will enter all ~~juvenile missing minors persons~~ into NCIC immediately after the report is made, or within 2 hours of the time reported if the report or squad was delayed (including cases where the minor's status has not been confirmed). ~~MECC will enter all juvenile missing persons into NCIC within 2 hours of the time reported, including cases where the status of the missing juvenile has not been confirmed.~~
 - f. If a ~~minor juvenile~~ who is on a 72-hour ~~h~~Health and ~~w~~Welfare ~~h~~Hold placed by the MPD runs away prior to the expiration of the hold, a squad shall respond.

2. Scene of the incident

Upon arriving at the incident address, ~~members~~ officers shall:

a. Interview the reporting party

Members shall interview the reporting party (if available).

b. ~~a. Request p~~Permission to search

If reasonable, ~~members~~ officers shall ask for permission to search the residence to verify that the minor juvenile is missing.

a. ~~b. Confirm missing~~ minor juvenile status

Members ~~Officers~~ shall contact MECC Channel 7 upon determining whether the report of the missing minor juvenile is confirmed or unfounded.

i. If no contact is made or the status of the missing minor juvenile is not determined, ~~members~~ officers shall notify MECC that the call was not serviced, so that MECC can attempt a callback and if necessary, return the call to pending status until contact is made.

~~ii. MECC will enter all juvenile missing persons into NCIC within 2 hours of the time reported, including cases where the status of the missing juvenile has not been confirmed.~~

~~ii. iii.~~ If the missing minor juvenile report is determined to be unfounded, the ~~member~~ officer shall inform MECC Channel 7 so that MECC can clear the missing minor person record from NCIC.

b. ~~e. Determine~~ “at-risk” status

While conducting the initial investigation, responding ~~members~~ officers shall determine whether the missing minor child is considered “at-risk.”

i. A missing minor child will be considered “at-risk” when one or more of the following **suspicious or unusual circumstances** are present:

• ~~aa.~~ The minor child is 12 years of age or younger. ***OR***

~~ab.~~ The child is believed to fit one or more of the criteria noted below:

• The minor is in imminent danger.

- This includes situations where the environment in which the minor is missing may be particularly hazardous, such as near a busy highway or body of water for a toddler or a minor on the autism spectrum, a bus or train station for a teenager, or an outdoor environment in inclement weather for a minor of any age.

- The minor is missing as a result of a confirmed abduction or under circumstances that indicate that the minor’s disappearance was not voluntary.
 - This minor is believed to be with a person who could endanger the minor’s welfare. ~~Believed to be with persons who could endanger the child’s welfare~~
 - The minor has been the subject of past threats or acts of violence.
 - The minor is outside ~~Out of~~ the zone of safety as designated by the family or guardian.
 - The minor h~~h~~as a developmental or physical disability or behavioral health condition, that limits their ability to care for themselves.
 - ~~In a life-threatening situation.~~ *[Moved up]*
 - There is evidence the minor is in need of medical attention or prescription medication, and it will have a serious adverse effect on the minor’s health if they do not receive the needed care or medication. ~~Has a medical issue or is taking critical medication.~~
 - ~~Out of the zone of safety as designated by the family or guardian.~~ *[Moved up]*
 - ~~Believed to be with persons who could endanger the child’s welfare.~~ *[Moved up]*
 - The minor has been a~~A~~bsent from home for more than 24 hours before being reported to law enforcement as missing.
 - ~~A potential victim of foul play or sexual exploitation, as suggested by credible information.~~ *[Covered by other items]*
 - The minor is a~~A~~bsent under circumstances inconsistent with established patterns of behavior. ~~OR~~
 - ae. The minor’s child’s disappearance involves any other circumstances that would cause a reasonable person to conclude that the minor child should be considered at-risk.
- ii. If the missing minor child is determined to be “at-risk,” the members officers shall contact and inform the on-duty p~~P~~recinct s~~S~~hift s~~S~~upervisor of the circumstances.
 - iii. The members officers shall describe the reasons for their determination in their Police Report.
 - iv. The code ARMISP shall be used for the Police Report if the missing minor child is determined to be “at-risk.”
- c. ~~d.~~ Complete a report

If the minor juvenile is confirmed missing, members officers shall complete a Police Report with the code ~~MISPER~~ or ARMISP (for “at-risk” missing children) or MISPER (for missing minors not determined to be “at-risk”), and document if a search was conducted and who gave consent.

3. At-risk missing minor child-response

If a missing minor child is determined to be “at-risk,” the following shall occur:

- a. The ~~pPrecinct sShift sSupervisor~~ shall notify the MECC on-duty supervisor that the minor child has been determined to be “at-risk” (MECC can add an alert to the call as necessary).
- b. The ~~pPrecinct sShift~~ supervisor shall notify the Watch Commander or Inspector (when the Watch Command is not on duty), and Car 710/Car 712.
 - i. The Watch Commander or Inspector shall immediately contact the Bureau of Criminal Apprehension (BCA) to notify them of the missing “at-risk” minor and consult with them (MN Statute section 299C.53 Subd. 1(b)).
 - ii. If the case involves abduction, the Watch Commander or Inspector shall refer to P&P 8-202 Amber Alerts.
- c. The precinct shift supervisor shall respond to the scene.
- d. ~~e-~~ The precinct shift supervisor shall evaluate facts as they are known at the time and determine if the totality of the circumstances requires further action.
 - i. Depending on the situation, the supervisor may determine that additional personnel, including specialized units, should be called to the scene or otherwise assist in the investigation (including the Watch Commander, Car 710/Car 712 or Juvenile Missing and Absentee Investigations).
 - ii. ~~The supervisor may also determine that requesting activation of the AMBER Alert System through the BCA or using the MN Crime Alert Network (see Section 8-202 Amber Alerts and MNCAN Activations) is necessary.~~
- e. ~~d-~~ If further action is needed, the pPrecinct sShift sSupervisor shall assume Incident Command of the call and:
 - i. Coordinate search and investigative efforts, and through the pPrecinct Lieutenant or Watch Commander request additional resources deemed necessary.
 - ii. The Watch Commander will monitor the missing child case and assist the Incident Commander with resource management.
 - iii. Ensure that pPrecinct or pPatrol responders continue the response and search.
 - aa. Investigators are there to assist the Incident Commander with the search.
 - ab. Investigators from the Juvenile Missing and Absentee Investigations unit will be the lead investigators when available, otherwise Car 710/Car 712 will be the preliminary lead investigators.
 - iv. ~~At the~~ Any time the missing minor child is found or located, contact MECC to provide a brief summary and request MECC make required notifications.

- f. If the minor is still missing at the end of the precinct supervisor's shift, the supervisor shall coordinate with the incoming supervisor to ensure the search operations continue, and that the Watch Commander, Car 710/Car 712 and Juvenile Missing and Absentee Investigations are updated.
- g. ~~e.~~ The "at-risk" missing minor ~~child~~-case shall be noted on the Watch Commander Log and the ~~p~~Precinct shift bullets.

B. Investigating Missing Juveniles

1. Investigator responsibilities

The Juvenile Missing and Absentee Investigations unit shall be responsible for the follow-up investigations on all ~~juvenile-missing~~ minor ~~person~~-cases. Once an investigator is assigned a missing minor ~~person~~-case, the investigator shall:

- a. Contact the reporting party by phone or in-person within 24 hours of the initial contact by the reporting party, or as soon as feasible. The time and summary of the contact shall be documented in the case file for ~~a~~Audit purposes.
- b. Determine if the minor ~~child~~ has returned or if additional information is available. Contact MECC, designated Juvenile staff or the Terminal Agency Coordinator (TAC) in the Business Technology Unit (BTU) if changes need to be made in the NCIC entry.
- c. Perform necessary follow-up as prompted by the nature of the case. Record all systems used. ~~At a minimum,~~ Applicable RMS, DVS, Criminal History and DOC Portal information must be available in the case file for ~~a~~Audit purposes.
- d. Consider contacting the Strategic Information Center to request a bulletin on the Daily Information Brief.
- e. Complete closing supplements and Disposition Sheet.

2. NCIC packets

- a. The Commander who oversees the Juvenile Missing and Absentee Investigations unit will designate staff for handling NCIC packets, entry of the NCIC information and updates to the NCIC entry.
- b. When a minor remains missing for 30 days or if investigators determine the information needs to be collected earlier, ~~d~~Designated staff shall provide the following materials to the reporting party (MN Statute section 299C.535) ~~no later than two weeks after the date of the NCIC entry:~~
 - ~~A~~ A packet titled "NCIC Missing Person File Data Collection Entry Guide," ~~and~~
 - ~~T~~ The form titled "Minnesota Missing Person Bulletin Information & Release Form."

These documents are available on the MPD intranet in the “Forms” section.

- c. Designated staff shall enter a case supplement noting the date these materials were distributed.
- d. The Data Collection Guide packet will be returned to the designated staff member, who shall review the information and enter a case supplement stating the date the packet was received.
- e. Designated staff shall update the NCIC entry with any additional identifying information as soon as it becomes available.
- f. ~~The assigned investigator~~ designated staff member shall ~~scan property inventory~~ the Data Collection Guide and attach it to the Police Report ~~once the investigator’s review is complete and appropriate updates are made to NCIC and to the case reports.~~

C. Located/Returned Juveniles

1. MECC notified directly

- a. When MECC receives a direct notification that a missing minor juvenile who is considered “~~at-risk~~ high risk” has returned or been located, they will immediately dispatch a squad to the incident address to verify that the missing minor juvenile has returned. “High risk” generally includes many of the “at risk” factors, particularly age, significant physical or mental disabilities or factors related to situations such as ~~trafficking, abduction, etc.~~
- b. Upon verifying the minor juvenile has returned, the member officer shall ensure that MECC Channel 7 is notified so that MECC can remove the minor juvenile from NCIC. ~~MECC will remove the juvenile from NCIC within 24 hours from receiving notification the juvenile has returned.~~
- c. Investigators will follow up as appropriate with interviews of the minor.

2. Member Officer encounters missing minor juvenile

a. Release or transport

When a member an officer encounters a listed missing minor or runaway juvenile and the minor juvenile cannot be released to a parent or legal guardian, members officers shall transport the juvenile to the Youth Connection Center. This includes minors juveniles who live outside of Minneapolis.

b. Notify MECC

When members officers encounter a listed missing minor or runaway juvenile, the members officers shall ensure that MECC Channel 7 is notified so that MECC can remove the minor juvenile from NCIC. ~~MECC will remove the juvenile from NCIC within 24 hours from receiving notification the juvenile has returned.~~

3. Runaways

- a. Responding ~~members~~ officers shall not issue a Hennepin County Juvenile Citation to runaways.
 - i. ~~If a citation is necessary, it can be issued by an investigator.~~
- b. When the missing minor juvenile is located, the ~~member~~ officer shall document the return via a narrative text in the original Police Report.

IV. ~~H.~~ Definitions

Minor Juvenile/ Child: A person who is under the age of 18 ~~younger than 18 years of age.~~

Missing Minor Child: A person who is:

- Under the age of 18 ~~Younger than 18 years of age.~~
and
- Whose whereabouts are unknown to the minor's ~~child's~~ parent, guardian or responsible party.

NCIC: The National Crime Information Center (NCIC) database helps criminal justice professionals apprehend fugitives, locate missing persons, recover stolen property, and identify terrorists. It also assists law enforcement officers in performing their official duties more safely and provides them with information necessary to aid in protecting the general public.

Runaway: An unmarried minor child ~~under the age of 18 years~~ who is absent from the home of a parent or other lawful placement without the consent of the parent, guardian, or lawful responsible party ~~custodian~~.

8-202

Amber Alerts

(05/19/05) (10/07/08) (10/10/22) (xx/xx/24)

I. Purpose

In ~~child~~ abductions, getting critical information out to as many people as possible as fast as possible is the best way to help bring about the minor's ~~child's~~ safe and swift return.

II. Policy

A. BCA issues Amber Alerts

The BCA has sole discretion to issue Amber Alerts.

B. Requesting an Amber Alert Broadcast

To request an Amber Alert Broadcast the following criteria must be met:

1. The missing minor child is a victim of an abduction (parental or non-parental) ~~or a runaway~~, and is 17 years of age or younger.

2. The minor child is believed to be in imminent danger of serious bodily harm or death.
3. There is information available to disseminate to the general public, which could assist with the safe recovery of the victim or the apprehension of the suspect.
4. The missing minor child has been entered in NCIC.

C. Activating the MN Crime Alert Network

In cases where Amber Alert criteria are not met but the general public, other law enforcement agencies, businesses and the media could assist in locating the missing individual, the BCA may activate the MN Crime Alert Network (MNCAN) ~~may be activated~~. To request activation of the MNCAN members ~~officers~~ should contact the BCA.

III. Procedures

A. Notify supervisor and begin search

In instances when an Amber Alert may be warranted, members ~~officers~~ shall notify their supervisor and begin an immediate search for the missing minor child.

B. Notify Watch Commander or Car 710

If it is immediately known that all criteria for an Amber Alert are met, the on-scene supervisor shall notify the Watch Commander or Car 710. The Watch Commander or Car 710 will decide if an Amber Alert Broadcast should be requested, and shall coordinate Ddepartmental notifications.

C. Contact BCA

To request an Amber Alert, a supervisor shall contact the BCA Communications Center at 651-793-7000 and request an Amber Alert Broadcast, providing the following information:

- When and where the minor child was abducted.
- Description of the minor child.
- Description of the abductor.
- Description of the vehicle, if involved.
- Last known direction of travel.
- ~~If~~ Whether there is reason to believe the abductor suspect has a relationship to the minor victim.
- Number to contact for general information or questions.
- NCIC number.

~~8-203 Curfew Violations~~

~~8-204 Truancy~~

8-203 ~~8-210 Mandated Reporting of Maltreatment of Minors Physical or Sexual Abuse of Children~~

(04/16/12) (10/10/22) (~~xx/xx/24~~)

- ~~A. Per MN Statute section 626.556, Subd. 3(a), Police officers are mandated reporters and are required to immediately report cases of child abuse in which a member an officer knows or has reason to believe a minor is being maltreated child (under the age of 18) has been neglected, physically or sexually abused (MN Statute section 260E.06).~~

Maltreatment means any of the following acts or omissions (MN Statute section 260E.03 Subd. 12):

- Egregious harm (Mn Statute section 260E.03 Subd. 5).
- Neglect (MN Statute section 260E.03 Subd. 15).
- Physical abuse (MN Statute section 260E.03 Subd. 18).
- Sexual abuse (MN Statute section 260E.03 Subd. 20).
- Substantial child endangerment (MN Statute section 260E.03 Subd. 22).
- Threatened injury (MN Statute section 260E.03 Subd. 23).
- Mental injury (MN Statute section 260E.03 Subd. 13).
- Maltreatment of a child in a facility.

~~1. Physical and sexual child abuse offenses only include cases in which the actor or suspect:~~

- ~~is a person responsible for the child's care;~~
- ~~has a significant relationship to the child (parent or legal guardian or caretaker);~~
or
- ~~is a person in a position of authority over the child as defined by MN Statute section 609.341.~~

~~2. In such cases, the responding officer shall complete a Police Report with the code for Child Abuse (CHILDAB).~~

~~3. The Police Report shall be completed even if the child abuse offense may have occurred in another jurisdiction.~~

- B.** Any member who receives notification of maltreatment, including a complaint, shall contact Child Protective Services (CPS) Intake at 612-348-3552, who will determine if a CPS investigator will be dispatched to the scene. The member shall also complete a Police Report before the end of their shift, including the code CHILDAB.

~~1. 3. The Police Report shall be completed even if the child abuse offense may have occurred in another jurisdiction.~~

- C.** ~~B.~~ Upon receipt of the Police Report, the Crimes Against Children unit shall immediately cross-report all maltreatment ~~abuse~~ cases with Hennepin County Child Protection and will cross-report statewide as necessary for investigation.

8-103 — **Mandatory Reporting of Maltreatment of Minors**
(10/07/08)

(A-D)

Sworn employees who receive a complaint of child abuse or neglect, or who become aware of such circumstances shall complete a CAPRS report which will be routed to the Family Violence Unit. Personnel from the Family Violence Unit shall report the incident to Hennepin County Child Protection.

8-204 **8-205 Health and Welfare Holds for Minors Juveniles**
(10/06/08) (10/10/22) (xx/xx/24)

I. Purpose

The purpose of this policy is to establish guidelines for placing health and welfare holds on minors juveniles.

II. Policy

A. Situations involving minors juveniles in crisis

1. Situations involving juveniles in crisis shall be handled in accordance with P&P 7-809, including the potential need for a Transport Hold.
2. Health and Welfare 72-Hour Holds are distinct from Transport Holds for people individuals in crisis. If a minor child or juvenile in crisis is going to be transported in accordance with the section in P&P 7-803 7-809 on Transportation for Emergency Admission, and is found in surroundings or conditions meeting the criteria of MN Statute section 260C.175, determinations for a Health and Welfare Hold will have to be made at the health care facility. Any situations involving MPD making a transport shall be handled in accordance with P&P 8-305.

B. Member Officer responsibility

1. The decision to place a minor child on a Health and Welfare 72-hour Hold is solely the responsibility of the member officer placing the hold. MN Statute section 260C.175 allows only a peace officer or judge (via court order), to take a minor child into immediate custody “when a minor child is found in surroundings or conditions which endanger the minor’s child’s health or welfare, or which the member ~~such peace officer~~ reasonably believes will endanger the minor’s child’s health or welfare.”
2. Social workers may only *request* that a minor child is placed on a Health and Welfare Hold. Members Officers dispatched to place a minor child on a Health and Welfare Hold at the request of medical personnel or social services shall document the circumstances, surroundings, or conditions which necessitate the hold be placed. This must be done to ensure that the hold is legal.

C. Decision not based on cooperation

The decision to place a Health and Welfare Hold on a minor child shall not be based upon a parent or ~~legal~~ guardian’s, or minor’s cooperation (or lack of) with any police investigation.

III. Procedures

A. List of Child Welfare Services

MN Statute section 260C.175 mandates that whenever a law enforcement officer takes a minor child into custody ~~for in regard to~~ a health and welfare hold, the ~~member officer~~ must provide the parent or legal guardian a list of social service agencies that offer child welfare services. If the parent or legal guardian is not present, a copy of the “Rights as Parents” brochure shall be left in a conspicuous location on the premises. This brochure is available in multiple languages on the MPD’s intranet site.

B. Hold Process

If ~~members officers~~ determine it is necessary to place a Health and Welfare Hold on a minor child, the following procedures shall be followed:

1. Complete Hold Notice

- a. ~~Complete Members shall complete~~ the Notice of 72-Hour Police Health and Welfare Hold (HC 12434).
- b. Members shall ensure that the receiving institutions documentation is completed. ~~When a child is admitted to a hospital for care, a copy of the 72 Hour Hold shall be left in an envelope with the child’s chart. Officers should complete the 72 Hour Hold by listing “HCMC” (or other local hospital name) and the Children and Family Services coordination center as the receiving facility in order to avoid the need for a separate 72 Hour Hold to be completed.~~
- c. ~~The blue copy or printout of the electronic version of the 72 Hour Hold shall be forwarded to First Response at the 4th Precinct and the canary copy of the 72 Hour Hold shall be forwarded to the Crimes Against Children unit.~~

2. Provide Notice and Resource List to Parent or Guardian

The copy of the “brochure” prepared by the Department of Human Services listing of social service agencies ~~and the pink copy or printout of the electronic version of the 72-Hour Hold~~ shall be given to the parent or guardian or posted conspicuously in the home if the parent or guardian is not available. ~~Members Officers~~ shall document in the Police Report where the notices were left.

3. Contact Child Protection Services (CPS)

- a. Members shall contact CPS ~~Contact Child Protection Services~~ Intake at 612-348-3552 to advise about the hold and to receive information regarding the transport destination.
- b. CPS staff will determine whether the minor child will be transported or if a Rapid Response CPS staff member will respond to the scene and take custody of the minor child to process the hold (response time is generally within an hour).

- c. If the minor child will be transported, CPS staff will let the member officer know where to bring the minor child (such as an out-of-home placement or a family placement per an investigation).
- d. If the member officer is unable to reach CPS, or CPS could not find a suitable transport destination, the minor child should be transported to the Fairview University of Minnesota Masonic Children's hospital.

4. Transports to Hospital

a. Transport for medical attention

- i. If the minor child requires medical attention or a medical assessment, members officers shall transport the minor child to Hennepin County Medical Center (HCMC) whenever possible, using an ambulance if necessary. ~~If the child is transported via ambulance, an officer shall accompany the child in the ambulance.~~
- ii. ~~An officer shall stay with the child at the hospital until relieved by an investigator from the Crimes Against Children unit or Car 710.~~

b. Transport due to neglect or unsafe surroundings

If a minor child must be transported to a hospital because the member officer could not reach CPS or CPS could not find a suitable destination, and the minor child cannot safely care for themselves in the current surroundings, the member officer should transport the minor child to the Fairview University of Minnesota Masonic Children's hospital.

c. Form completion

In accordance with the section on completing the Hold Notice, the member officer shall list both the hospital and the Children and Family Services coordination center as the receiving facility in order to avoid the need for a separate 72-Hour Hold to be completed. A copy of the form shall be left with the minor's child's chart.

5. Contact MECC

Members shall ~~c~~contact MECC and provide the nature of the incident and the location where the minor child is being transported to help prevent a Missing Persons Juvenile Report from being filed when not appropriate.

6. Complete a Report

Members shall complete a Police Report with the code HLTWEL ~~shall be completed.~~ Members Officers shall articulate the reasons for the Health and Welfare Hold and state what crime was committed: neglect, medical neglect, child endangerment, criminal sexual conduct, malicious punishment or deprivation of parental rights.

C. Releasing the Hold

- 1. ~~The "police hold" can be released before the 72-hour period expires.~~

2. ~~The procedure is for First Response to request that the hold be removed by contacting the Crimes Against Children unit.~~
3. ~~During the hours that the Crimes Against Children unit is not staffed, this request may be made to Car 710.~~

8-205

~~8-211 Transportation and Car Seats~~

(03/05/21) (10/10/22) (xx/xx/24)

- A. When any minor child being transported by MPD is both under the age of eight and shorter than four feet nine inches, the minor child shall be transported and properly fastened in a child passenger restraint system (car seat) meeting federal motor vehicle safety standards (in accordance with MN Statute section 169.685).
 1. When an incident requires transportation in an MPD vehicle (regardless of the destination) of a minor child who is both under the age of eight and shorter than four feet nine inches, the member officer shall notify a supervisor.
 2. The supervisor who receives notification shall arrange for a response to the scene with the appropriate child passenger restraint system (car seat) and a vehicle equipped to safely secure the system according to the manufacturer's instructions.
 3. If the minor is in crisis, members shall follow P&P 7-803.
- B. If an emergency requires transportation of a minor child meeting the stated criteria and a child passenger restraint system (car seat) and appropriate vehicle are not available, the minor child must be secured using a seat belt.
- C. Any member employee transporting a minor meeting the stated criteria child in an MPD vehicle shall document the transport in a supplement if a Police Report is being made for the incident. If no Police Report will be made, the member employee shall document the transport in CAD via added remarks to the call. The documentation shall include:
 - Where the minor child was transported from.
 - Where the minor child was transported to.
 - The age and approximate height of the minor child.
 - Whether the minor child was secured with a child passenger restraint system (car seat) or a seat belt.
 - If the child met the criteria for a car seat but was secured with a seat belt, what the emergency was that required transportation without the car seat and appropriate vehicle
- D. In accordance with P&P 8-305, members shall ensure they use the "En Route" and "Arrive" buttons on the MDC. If an MDC is not available, members shall use the radio to state that they are transporting a minor along with their initial and final odometer mileage.

8-206

Transfer of Child Custody When a Parent is Arrested for a Crime Unrelated to Maltreatment of a Minor Child Abuse and Neglect

(10/07/08) (10/10/22) (xx/xx/24)

- A. Any parent or legal guardian being arrested has the option to designate a caregiver for their ~~child(ren) or children~~ while they are in custody **except** in those cases where minors juveniles are found in surroundings or conditions that endanger their health or welfare. If a caregiver is identified, ~~members officers~~ shall allow a reasonable amount of time to conduct a temporary custody transfer of the ~~minors child(ren)~~. Members Officers are not required to transport the ~~minors child(ren)~~ to another location.
- B. ~~Members Officers~~ shall complete the MPD Transfer of Child Custody form (MP-9048) and identify the ~~minors child(ren)~~ and caregiver in the corresponding Police Report. Copies of the Transfer of Child Custody form shall be distributed as indicated on the form.
- C. If the parent or legal guardian does not designate a caregiver, ~~members shall officers will~~ complete a Health and Welfare Hold. ~~Members Officers~~ shall complete a 72-Hour Hold and indicate on that form that the ~~minors child(ren)~~ can be released to the parents or other suitable person. ~~Members Officers~~ will also indicate that the transfer was declined on the MPD Transfer of Custody form. Copies of the 72-Hour Hold and the MPD Temporary Transfer of Custody form shall be distributed as indicated on the forms.
- D. ~~Members Officers~~ may refuse to transfer custody of the ~~minors child(ren)~~ to the caregiver if there are articulable circumstances which may place the ~~minors child(ren)~~ at risk. ~~Members Officers~~ shall document these circumstances in the corresponding Police Report.

8-207 **Lost and Abandoned Minors-Children**

(10/07/08) (10/10/22) (xx/xx/24)

I. Purpose

The purpose of this policy is to establish the actions to be taken upon discovery of a lost or abandoned ~~minor child~~.

II. Definitions

Abandoned Minor-Child: Any ~~minor child~~ left alone long enough to come to the attention of police, and ~~minors children~~ left with a baby-sitter past the agreed upon return time of the parents, may be considered abandoned. An abandoned ~~minor child~~ is present in their expected location, but without the expected supervision.

Lost Minor-Child: Any ~~minor child~~ who strayed from the supervision of the parent or guardian and is not considered abandoned, may be considered lost.

III. Procedures

A. Found Minor-Child

1. ~~Members Officers~~ shall immediately contact MECC upon finding a ~~minor child~~ who would be considered lost.

2. If MECC receives a report of a found minor-child, a squad shall respond to recover the minor-child.
3. If the minor's child's parent or legal guardian is unable to be located or the home address is not known, members officers shall contact Child Protective Services (CPS) First Response.

B. Abandoned Minor-Child

1. Upon discovering an abandoned minor child (in a location where the minor child was expected to be), members officers must use discretion and consider the totality of the circumstances in deciding what actions to take.
2. Members shall contact CPS if there is reason to believe the minor was abandoned. If the parent or legal guardian cannot be located, officers shall contact First Response.

C. Health and Welfare Hold

Should members officers become aware of underlying circumstances which necessitate placing the minor child on a 72-hour Health and Welfare Hold, members officers shall place the hold in accordance with P&P-8-205 8-204 Health and Welfare Holds for Minors Juveniles.

8-208 Luring of Minors-Children

(06/10/91) (09/06/07) (10/07/08) (10/10/22) (xx/xx/24)

I. Purpose

The purpose of this policy is to ensure that child luring incidents of minors are reported and investigated.

II. Policy

The incident of LURING (alone) is not a violation of law and no arrests can be made for the specific act of luring. It is the policy of the MPD that incidents of child luring of a minor shall be reported and investigated.

III. Definitions

Luring: The act of Luring occurs when a person draws or leads or attempts to draw or lead a minor child away from:

1. The supervision of the minor's child's parent, guardian or teacher without their consent, or
2. From the minor's child's planned route or destination.

IV. Procedures

- A. A Police Report with the code LURING shall be completed on all ~~child~~ luring incidents of minors.
- B. Luring reports will be routed to the Juvenile Investigations unit for investigation.

8-209 Contributing to the Delinquency of Minors

(10/07/08) (10/10/22) (xx/xx/24)

- A. Adults arrested for Contributing to the Delinquency of a Minor (a Gross Misdemeanor) shall be booked at the Hennepin County Jail ~~HCJ~~. The Police Report will be routed to the Juvenile Investigations unit for follow-up and referral to the Hennepin County Attorney's Juvenile Prosecution Division.
- B. ~~Members~~ Officers arresting a minor juvenile for Contributing to the Delinquency of a Minor shall refer to procedures outlined in P&P 8-3034 ~~Juvenile Gross Misdemeanor, Felony and Domestic Assault Arrest Procedures~~.
- C. The report code for Contributing to the Delinquency of Minors is CONDEL.

8-210 7-318 Custody of Minors ~~Children~~

(01/22/95) (06/20/22) (xx/xx/24)

A. Custody of Minors ~~Children~~ By a Parent

- 1. Requests to remove minor ~~child~~ from parent custody

Only a court of record may limit or remove ~~take a child from the custody of a minor~~ of one or both of the minor's ~~child's~~ parents.

- a. If a member ~~an officer~~ reasonably concludes that a minor ~~child~~ is in no danger, based on the totality of the circumstances as to health and welfare, the complaining party should be advised to initiate a court action.
- b. In the event of threats or actual physical violence, members ~~officers~~ shall take whatever action is necessary to protect the minor ~~child~~. Members ~~Officers~~ shall inform their supervisor if the actions taken included removing minor from the scene ~~the child~~.

- 2. Visitation violations

MN Statute section 609.26 states that a person is in violation of visitation rights of a parent when that person "takes, obtains, retains, or fails to return a minor child from or to the parent in violation of a court order, where the action manifests an intent substantially to deprive that parent of rights to parenting time or custody."

a. Member Officer on-scene response

- i. Members Officers shall verify the status by checking records such as NCIC, Odyssey and paper records, if possible. If a member an officer cannot access the court orders, the member officer shall contact the Strategic Information Center (SIC) or MECC Channel 7 for assistance in verifying the status.
- ii. Members Officers shall also check for Domestic Abuse No Contact Orders (DANCOS) and Orders for Protection (OFPs) in accordance with P&P 7-314.
- iii. If members officers have reason to believe that the minor child may be transported out of the state by the non-custodial parent, they shall make reasonable attempts to intervene in the event there is official documentation provided showing the custody status. In the absence of documentation and if the member concludes that the minor is in no danger based on the totality of the circumstances, the parties shall be advised to initiate a court action-immediate enforcement actions will be initiated.
- iv. If any transfer of custody is going to happen as a result of the visitation violation situation, including if the transfer is for a Hhealth and Wwelfare Hold (in accordance with P&P 8-204-8-205), the member officer shall notify a supervisor to respond to the scene and approve the transfer.
- v. If transfer of custody is not authorized at the scene, the member officer may still refer the victim to the Crimes Against Children unit.
- vi. Members Officers shall make a Police Report on visitation violations, with the code DEPCPR.

b. Supervisor response

- i. Supervisors who are notified of an incident involving visitation violations shall respond to the scene.
- ii. The supervisor shall review and approve the transfer of custody in accordance with MN Statutes, or determine that custody should not be transferred (MN Statutes Chapter 518D, Uniform Child Custody Jurisdiction and Enforcement Act).
- iii. Supervisors needing assistance should contact Child Protective Services (CPS) First Response or the City Attorney's Office for possible advice.

c. Referrals to the Hennepin County Attorney's Office

- i. Hennepin County has indicated they will review referrals for criminal charging in these situations on a case-by-case basis. Some of the factors they consider include, but are not limited to, the following:
 - There was a sSubstantial effort made to hide the minor child.

- The minor was removed from the state for deprivation of custody
~~Removal from state to deprive of custody.~~
- The minor Child ~~was~~ in custody of county.

ii. If any of these factors are part of the case facts, members ~~officers~~ shall ensure
~~make sure~~ they are included in part of the referral.

B. Custody of Minors ~~Children~~ by a Person Other Than a Parent

If a person who is not a parent has a court order for custodial time and there is a request or dispute regarding custody, members ~~officers~~ shall follow the same procedures listed above as they would for a parent.

DRAFT