

# **ORONO POLICE DEPARTMENT**

# STANDARD OPERATING PROCEDURES

Protect with Vigilance & Serve with Compassion and Excellence

Subject:	Domestic Violence Investigations	Policy #	0-10
Effective Date:	June 17, 2024	Review Cycle:	2 years
Distribution:	All Personnel	# of pages:	18
MLEAP:	7.10	MCJA Required Policy	
	Rescinds All Previous Policies Related To This Current Policy		
	Related to this current Policy		
Issuing Authority:	Chief of Police Daniel Merrill		

# I. POLICY *BOT 3-1*, MLEAP 7-10

The Orono Police Department maintains that the nature and seriousness of crimes committed between family or household members are not mitigated solely because of the relationships or living arrangements of those involved. It is the policy of this agency that domestic violence be treated with the same consideration as violence in any other enforcement context.

It is also the policy of the Orono Police Department that officers take steps to properly investigate, identify predominant aggressors, and combine the use of appropriate community services with enforcement of the law in an effort to: (1) break the cycle of domestic violence by preventing future incidents or reducing the frequency and/or seriousness of such incidents, (2) protect victims of domestic violence and provide them with support, and (3)promote officer safety when dealing with domestic violence situations.

The Orono Police Department also recognizes that no one is immune from incidents of domestic violence, including law enforcement. As part of this policy, this agency will take a proactive approach when dealing with any domestic violence committed by agency employees.

Given this is a statutorily mandated policy; officers must abide by this agency's policy as it applies to all standards of the Maine Criminal Justice Academy Board of Trustees. **BOT 3-25** 

## II. PURPOSE

The purpose of this policy is to provide a consistent process for responding to domestic violence and to prescribe a preliminary course of action that officers should take in response to domestic violence incidents

## III. DEFINITIONS BOT 3-3

**Adult:** Any person 18 years of age or older or a person under 18 years of age who is emancipated pursuant to 15 M.R.S. § 3506-A.

**Abuse**: The occurrence of the following acts between family or household members or dating partners or by a family or household member or dating partner upon a minor child of a family or household member:

- 1. Attempting to cause or causing bodily injury or offensive physical contact, including sexual assaults under Title 17-A, chapter 11, except that contact as described in 17-A M.R.S. § 106(1), (physical force by persons with special responsibilities) is excluded from this definition.
- 2. Attempting to place or placing another in fear of bodily injury through any course of conduct including, but not limited to, threatening, harassing or tormenting behavior. (*See definition of course of conduct*).
- 3. Compelling a person by force, threat of force or intimidation to engage in conduct from which the person has a right or privilege to abstain or to abstain from conduct in which the person has a right to engage.
- 4. Knowingly restricting substantially, the movements of another person without that person's consent or other lawful authority by:
  - i. Removing that person from that person's residence, place of business or school;
  - ii. Moving that person, a substantial distance from the vicinity where that person was found; or
  - iii. Confining that person for a substantial period either in the place where the restriction commences or in a place to which that person has been moved.
- 5. Intentionally, knowingly, or recklessly communicates to a person a threat to commit, or to cause to be committed, a crime of violence dangerous to human life against the person to whom the communication is made or another, consciously disregarding a substantial risk that the natural and probable consequence of the threat, whether or not that consequence in fact occurs, is to place the person to whom the threat is communicated, or the person against whom the threat is made, in reasonable fear that the crime will be committed; or
- 6. Repeatedly and without reasonable cause:
  - i. Following the plaintiff; or
  - ii. Being at or in the vicinity of the plaintiff's home, school, business or place of employment.

**Confidential Communications**: All information, whether written or oral, transmitted between a victim and a domestic violence advocate in the course of the working relationship. Confidential communications include, but is not limited to, information received or given by the advocate in the course of the working relationship, advice, records, reports, notes, memoranda, working papers, electronic communications, case files, history and statistical data, including name, date of birth and social security number, that personally identify the victim.

**Course of Conduct:** Two or more acts, including but not limited to acts in which the actor, by any action, method, device or means, directly or indirectly 1) Follows, monitors, tracks, observes, surveils, or harasses a person; 2) Interferes with a person's property; 3) Threatens a person, consciously disregarding a substantial risk that the actor's conduct would cause a reasonable person to experience any of the effects identified in subsection 1; or 4) Communicates to or about a person, consciously disregarding a substantial risk that the actor's conduct would cause a reasonable person to experience any of the effect identified in subsection 1. "Course of conduct" also includes, but is not limited to, threats implied by conduct and gaining unauthorized access to personal, medical, financial or other identifying or confidential information.

**Dating Partners**: Individuals currently or formerly involved in dating each other, whether or not the individuals are or were sexual partners.

**Domestic Partners**: Two unmarried adults who are domiciled together under long term arrangements that evidence a commitment to remain responsible indefinitely for each other's welfare.

**Domestic Violence Crimes**: Crimes of domestic violence assault; domestic violence aggravated assault; domestic violence elevated aggravated assault, domestic violence elevated aggravated assault on pregnant person; domestic violence criminal threatening; domestic violence terrorizing; domestic violence stalking and; domestic violence reckless conduct.

**Domestic Violence Advocate**: An employee of or volunteer for a nongovernmental program for victims of domestic violence who:

- 1. Has undergone at least 30 hours of training; and
- 2. As a primary function with the program supports and provides safety planning services to victims, supervises employees or volunteers who perform that function or administers the program.
- 3. Domestic Violence Advocates include those who work or volunteer at the member domestic violence resource centers of the Maine Coalition to End Domestic Violence, and the member advocacy centers of the Wabanaki Women's Coalition.

**Family or Household Members**: Spouses or domestic partners or former spouses or former domestic partners, individuals presently or formerly living together as spouses, natural parents of the same child, adult household members related by consanguinity or affinity (blood or marriage) or minor children of a household member when the offender is an adult household member. Holding oneself out to be a spouse shall not be necessary to constitute "living as spouses."

Law Enforcement Agency Employee: All sworn and non-sworn members of this agency.

**Predominant Aggressor:** The person most responsible for the violence, uses the higher level of violence, has an established history of violence in the relationship, and who represents the more serious present threat of violence, when one or both parties have committed some sort of violence towards each other.

**Predominant Aggressor Analysis:** The method used by an officer to identify a predominant aggressor. (See Appendix #3)

**<u>Risk Assessment</u>**: A systematic process of evaluating the potential risks and hazards and analyzing that information to predict the likelihood of some negative event, e.g., re-abuse for example, as measured by re-arrest.

**Self-defense**: A person is justified in using a <u>reasonable</u> degree of physical force upon another person in order to defend the person or a third party from what the person <u>reasonably</u> believes to be the imminent use of unlawful force. See Title 17-A M.R.S. § 108.

**Stalking:** A pattern of behavior directed towards an individual by another that results in the person to whom the behavior is directed fearing for themselves and/or others. The behaviors can involve overtly criminal behavior or seemingly non-criminal, innocent behavior or both. Stalking can escalate and ultimately result in actual physical harm to its intended subject. See 17-A M.R.S. § 210-A (1)(A).

**Strangulation**: Impeding the breathing or circulation of the blood of another person by intentionally, knowingly or recklessly applying pressure on the person's throat or neck. See 17-A M.R.S. § 208(1)(C).

# IV. PROCEDURES

# A. <u>General</u> BOT 3-2

Officers are responsible for being familiar with the applicable statutes of 15 M.R.S. Chapter 12-A, Chapter 101 of Title 19-A M.R.S. Chapter 101, and 17-A M.R.S §15.

# B. Emergency Communication Specialist (ECS) Responsibilities BOT 3-4

The ECS who receives a domestic violence call can provide the responding officers with vital information that could save the victim's and/or officer's life. The ECS shall give a domestic violence call the same priority as any other life-threatening call and shall, whenever possible, dispatch at least two officers to every incident.

- 1. In addition to information normally gathered, an effort should be made to determine and relay the following information to responding officers, but not limited to:
  - i. Whether the suspect is present and, if not, the suspect's description and possible whereabouts.
  - ii. Whether weapons are involved.
  - iii. Whether the offender is under the influence of drugs or alcohol.
  - iv. Whether children are present.

- v. Whether a current protective order, bail conditions, and/or probation conditions are in effect.
- vi. Complaint history at that location.
- vii. Whether medical attention is needed.
- viii. Any "excited utterances" made by the caller.
- ix. Any agency or court record or risk assessment pertinent to either party.
- 2. The ECS should attempt to keep the caller on the telephone as long as possible and should tell the caller that help is on the way and when the caller can expect officers to arrive.
- 3. Relay ongoing information provided by the caller to the responding officers.
- 4. The ECS shall NOT cancel the law enforcement response to a domestic violence complaint based solely on a follow-up call from the residence requesting such cancellation. However, the ECS shall advise the responding officers of the request.
- 5. The ECS shall ensure that officers at the scene of an incident of violence or violation of an order of protection are informed of a recorded prior incident of violence involving the abused party and can verify the effective dates and terms of a recorded order of protection.
- 6. If the call involves, or appears to involve, a law enforcement officer or other employee of a law enforcement agency, the ECS shall immediately notify the on-duty or on-call supervisor, regardless of the involved employee's jurisdiction.

# C. Initial Officer Response BOT 3-5

- 1. The officer should avoid the use of sirens and emergency lights in the vicinity of the scene of the incident. Officers should be alert to and note persons encountered while approaching the scene. If possible, an officer should question any potential witnesses found leaving the incident.
- 2. The officer should not park the police vehicle directly in front of the residence of the disturbance. The officer should be alert to assailants leaving the scene and for the deployment of weapons from doors, windows, or nearby vehicles.
- 3. The officer should consider the surroundings before knocking on the door. The officer should listen and look in any nearby windows to obtain additional information about the situation (layout of house, number of people involved, weapons, etc.).
- 4. Officers must be concerned for their own safety as well as the victim's. To minimize the possibility of injury, the officer should stand on the side of the door when knocking. The unexpected may occur when the door opens.
- 5. If the incident involves a law enforcement officer or other employee of a law enforcement agency as the suspect, refer to additional initial officer response protocols below in *section J* of this policy.

# D. Complaint Investigation BOT 3-8

Upon arriving to a domestic violence call, officers shall:

- 1. Identify oneself as an officer by name, explain the law enforcement presence, and request entry into the home. If the complainant is in the home, ask to see the complainant. If the person who called law enforcement is someone other than the subject of the call, the officer should not reveal the caller's name.
- 2. Restore order by gaining control of the situation, in particular by securing the suspect and controlling the suspect's movement and ability to interact visually or verbally with others at the scene, especially the victim.
- 3. Take control of all weapons used or threatened to be used in the crime.
- 4. Assess the need for medical attention and call for medical assistance, if needed. In cases involving non-fatal strangulation, <u>always</u> call Emergency Medical Services to examine the victim, regardless of whether visible injury exists.

- 5. If any of the parties are of limited English proficiency, officers should arrange for interpretation services.
- 6. Interview all parties, to include children, neighbors, and other witnesses, separately.
- 7. Process the crime scene.
- 8. It is the policy of this agency to avoid making dual arrests in cases when both parties have committed some kind of violence against the other. Officers shall utilize the predominant aggressor analysis to 1) establish that probable cause exists that a crime has occurred, 2) actively investigate whether any party used self-defense, and 3) determine who is the overall predominant aggressor in the relationship. This is the person who poses the most past/present/future risk to the other, who uses an overall pattern of coercive, controlling tactics, and the person who places the other in fear. These steps in the analysis should be completed in order. Officers should consult the Predominant Aggressor Decision Tree (*Appendix 1*) when utilizing the analysis. This analysis should to be used in making arrest decisions.
- 9. Collect and record evidence, and where appropriate, take color photos of injuries and property damage.
- 10. If the offender has left the scene and a crime has been committed, officers will:
  - i. Conduct a search of the immediate area.
  - ii. Obtain information from victims and witnesses as to where the offender might be.
  - iii. Officers are encouraged to make a warrantless arrest when the offender is found or write an affidavit for an arrest warrant and arrest the offender.
- 11. If probable cause does not exist to make an arrest for violation of any domestic violence crime, officers must indicate in the agency incident report the reason for such.
- 12. In-custody arrest is mandatory when an officer has probable cause to believe that a violation of a court-approved consent agreement or protection order has occurred, or if a domestic violence aggravated assault, a domestic violence elevated aggravated assault (17-A M.R.S. § 208-, or domestic violence elevated assault on a pregnant person has occurred, pursuant to Title 19-A M.R.S. § 4113. *BOT 3-9*
- 13. A warrantless arrest is authorized if an officer has probable cause to believe that a person violated an order issued pursuant to 15 M.R.S. §321(6). Furthermore, when an officer has reason to believe that a family or household member has been abused, the officer shall immediately use all reasonable means to prevent further abuse, which may include arresting the abusing party with or without a warrant pursuant to 19-A M.R.S. § 4113(4) and Title 17-A, § 15. **BOT 3-10**
- 14. A warrantless arrest is also authorized if an officer has probable cause to believe a person has committed or is committing any crime listed in 17-A M.R.S. § 15.
- 15. Officers must make a good-faith effort to complete a validated, evidence-based domestic violence risk assessment, currently the Ontario Domestic Abuse Risk Assessment (ODARA) (*see Appendix 2*), on the offender:
  - i. ODARA is used after an arrest determination has been made, in any case involving a male or female arrested for: domestic violence assault; domestic violence aggravated assault; domestic violence elevated aggravated assault; domestic violence elevated aggravated assault on pregnant person; domestic violence criminal threatening with a dangerous weapon; and/or domestic violence terrorizing when the circumstances include:
    - a. An act of violence involving physical contact with the victim or;
    - b. A credible threat of death with a weapon in hand made in the presence of the victim.
  - ii. ODARA is validated for use in heterosexual intimate or dating partnerships only; it is not yet validated for use in same sex intimate partnerships or cases involving other family or household member relationships.

- iii. In addition to completing the ODARA score sheet, the officer should document in the narrative of the investigative report the specific facts and circumstances that support the scoring of the ODARA.
- iv. The officer must provide the ODARA results with the Bail Commissioner, see 19-A M.R.S. § 4114(6).
- v. The officer must provide a copy of the ODARA to the Office of the District Attorney for the county in which the abuse took place, see 19-A M.R.S. § 4114. At a minimum, the officer must ensure that a copy of the ODARA assessment is included in the case file for provision to the District Attorney's Office.
- vi. The officer should attach the ODARA scoresheet to the incident report and also provide details about the sources of information and scoring of each ODARA item in the report narrative.
- 16. Complete appropriate offense or arrest reports and include, if possible and at a minimum, the following:
  - i. Time of dispatch, time on the way to the call, and time of arrival.
  - ii. Description of the scene and the appearance and demeanor of the parties.
  - iii. Excited utterances/present sense impressions from the parties or witnesses.
  - iv. The officer's own observations of injury, people, and the scene.
  - v. Each person's description of the relationship of the parties.
  - vi. Photographs.
  - vii. Any other physical evidence, including digital technology.
  - viii. Names, ages, addresses, and phone numbers of witnesses (including children and neighbors).
  - ix. Written statements from the victim(s) and witness(es).
  - x. The three-step analysis when making the predominant aggressor determination.
  - xi. Whether an arrest was made.
  - xii. Details about the validated, evidence-based domestic violence risk assessment (Ontario Domestic Assault Risk Assessment), including the sources of information for each item and the score, if an arrest is made for an eligible crime and an eligible relationship exists.
  - xiii. Details about medical intervention, if any.
  - xiv. Request for medical records.
  - xv. Note all existing Protection from Abuse Orders, bail conditions, and probation conditions.
  - xvi. Information and referrals provided to the victim, including Protection From Abuse Order information if no order already exists, and contact information for the domestic violence resource centers of the Maine Coalition to End Domestic Violence and the advocacy centers of the Wabanaki Women's Coalition.
  - xvii. ATN and CTN numbers when necessary.
  - xviii. Current contact information for the victim or another person who knows where to contact the victim.
  - xix. SBI and Triple-I records.
- 17. The agency should establish a collaborative working relationship with its local Domestic Violence Resource Center. The agency may provide a copy of the incident report or information to an advocate at a domestic violence or sexual assault center, pursuant to Title 16 M.R.S. § 806(3). See *Appendix 4* for a Domestic Violence Supplement Referral Form.

18. The agency shall establish a process to ensure that, when a person files multiple, separate complaints regarding the behavior of another person that may indicate a course of conduct constituting stalking, as defined in *Title 17-A, section 210-A*, and those complaints are reviewed together to determine if the other person has engaged in stalking under *Title 17-A, section 210-A*.

# E. Bail Commissioner Information Form BOT 3-21

- 1. Officers should make a good faith effort to complete the Bail Commissioner Information Form (see Appendix 3). The form includes:
  - i. The officer's name, agency, incident number, ATN and CTN numbers.
  - ii. The pending charges with statutory citations and class of the pending crimes charged.
  - iii. The defendant's name, DOB, address(es), phone numbers, place of employment, physical description and location of arrest.
  - iv. The victim's name, DOB, relationship to the defendant, phone numbers and the victim's address only if it is clear the defendant already knows where the victim lives.
  - v. Maine SBI, NCIC Triple III (if appropriate), BMV history information and any other history.
  - vi. Failing to Appear, Protection for Abuse/Harassment Orders or Other Bail Conditions information.
  - vii. When appropriate, the validated, evidence-based domestic violence risk assessment (ODARA) score.
  - viii. Whether the incident included the use of strangulation.
  - ix. Other information to include, but not limited to the presence/use/threat of weapons, threats to kill self/others/pets, alcohol or drug use, if the victim is pregnant, or if there was a recent separation.

# F. On Scene Assistance to Victims and Dependents BOT 3-12, 3-13, 3-14, 3-15

Maine law provides that whenever an officer has reason to believe that a family or household member has been abused, the officer shall immediately use all reasonable means to prevent further violence. The LEO shall assist the victims of domestic violence in the following manner:

- 1. If any of the parties are Limited English Proficient, officers should arrange for interpretation services
- 2. Advise all parties about the criminal nature of domestic violence, its potential for escalation, and that help is available.
- 3. Remain on the scene as long as there is a reasonable belief that there is a danger to the physical safety of that person without the presence of an officer, including, but not limited to, staying in the dwelling unit.
- 4. Assist that person in obtaining medical treatment necessitated by an assault, including driving the victim to the emergency room of the nearest hospital.
- 5. Give that person immediate and adequate <u>written notice</u> of rights, which shall include information summarizing the procedures and relief available to victims of violence. This includes information about Protection from Abuse Orders and contact information for local domestic violence resource centers of the Maine Coalition to End Domestic Violence and the advocacy centers of the Wabanaki Women's Coalition.
- 6. In circumstances in which it is necessary for the victim to temporarily leave the residence, officers should offer the victim assistance in locating lodging with family, friends, public accommodations, or a domestic violence shelter/safe home.

# G. Victim Notification, see 17-A M.R.S. §1175-A BOT 3-20

1. For victim notification to be possible by the jail, the officer must provide current victim contact information to the jail to which the defendant is delivered.

- 2. In a case of a crime involving domestic violence, the jail shall notify a victim of a defendant's release on pre-conviction bail as soon as possible, but no later than one hour after the defendant's release. If the defendant is released on bail before being delivered to jail, the arresting officer shall notify the victim as provided in this section.
- 3. Victim notification must be made by a telephone call directly to the victim. If the jail has not succeeded in contacting the victim after the jail has exercised due diligence in attempting to contact the victim, notification of the defendant's release must be made to this agency.
- 4. This agency shall make a reasonable attempt to notify the victim of the defendant's release. All notification attempts will be logged.
- 5. Notification to a minor victim must be made to an adult who is the victim's parent or legal guardian.

# H. Law Enforcement Officer Follow-up

Officers assigned to domestic violence follow-up, accompanied by a back-up officer, if reasonably available, shall attempt to meet with the victim within 48 hours of all domestic violence incidents whether an arrest was made or not. In doing so, the officer can:

- 1. Check on the safety and well-being of the victim.
- 2. Ensure adherence of bail conditions, protection orders, and any other court orders. If violations are found, the officer should determine the nature of bail and court orders in that they are subject to change, and, if there is a violation, arrest the offender.
- 3. Further advise the victim of information about Protection from Abuse Orders and domestic violence advocacy programs.
- 4. Collect statements or other evidence.
- 5. Take follow-up photographs of any injuries from the original incident, if warranted.
- 6. Check social media outlets or other forms of digital technology in order to determine if any misuse of technology and/or stalking is occurring.
- 7. The officer shall complete a supplemental report regarding each follow-up visit and will ensure that it is attached to the original paperwork for the Office of the District Attorney. The officer will also ensure that the Office of the District Attorney receives any additional photographs or other evidence obtained as a result of the follow-up visit.
- 8. If the officer is unable to contact the victim within 48 hours, the officer will contact their supervisor who will make alternative arrangements to ensure that reasonable efforts to contact the victim continue.

# I. Property Retrieval BOT 3-22

Officers shall assist the retrieving individuals in obtaining the safe retrieval of the personal property belonging to the victim and/or defendant by using the following procedures:

- 1. Officers shall make reasonable efforts to ensure a property retrieval has not already occurred. The officer shall then contact each party to determine a convenient time for the retrieving individual to obtain personal belongings, if possible, prioritizing the victim's schedule and giving the victim the option of at least 24 hours' notice.
- 2. When possible, meet the retrieving individual at a pre-determined neutral location, with at least one officer.
- 3. Determine what personal belongings are to be obtained. These should be limited to clothing, children's clothing, toiletry items, and other reasonable personal belongings.
- 4. In a "keep the peace" retrieval for additional property, the officer shall review any court order provided detailing the property to be retrieved. The retrieving individual may not remove

property unless specifically designated in the order unless both parties confirm the agreement. If any property is in dispute and possession is not designated in the order, the officer may not allow the retrieving individual to remove the property. The officer may refer the parties to the court for resolution of the matter.

- 5. The officer should keep the retrieving individual at a safe distance until it can be determined that the other person is not present.
- 6. Once the officer determines the other person is not present, then the retrieving individual can be accompanied into the location in order to obtain personal belongings.
- 7. The officer shall accompany the retrieving individual throughout the entire retrieval.
- 8. If it is determined the other person is at the location and violating any bail conditions or protective order stipulations, the officer shall arrest that person for the violation.
- 9. If it is determined the other person is at the location and there is a "no contact" provisions in place, the officer shall attempt to have that person leave prior to the retrieving individual retrieving personal items.
- 10. The officer shall check the existence of any order or conviction that prohibits possession of firearms from the retrieving individual. The officer shall not allow firearms or ammunition retrieval by any prohibited person.

# J. Procedures Involving a Law Enforcement Agency Employee BOT 3-6, 3-7

This agency also recognizes that no one is immune from incidents of domestic violence, including law enforcement. As part of this policy, this agency will take a proactive approach when responding to any domestic violence committed by agency employees. Incidents of domestic violence involving agency employees shall be investigated utilizing both the procedures outlined in policy <u>O-59 Domestic Abuse by a Law Enforcement Personnel.</u>

# K. Protection Orders BOT 3-9, 3-17, 3-19

- 1. Arrest is mandatory if there is probable cause to believe that a violation of a court-approved Protection Order or a consent agreement has occurred, pursuant to 19-A M.R.S. §4113.
- 2. The service of a Protection from Abuse Order shall be served as quickly as possible. The service of a temporary, emergency, or interim order must be attempted within 48 hours after receiving notice of the order from the court.
- 3. Once a Protection from Abuse Order has been issued, whether temporary or permanent, officers shall place a high priority on service of the Protection Order, or any modification of such order. The order must be served on the individual, by delivering a copy to the individual personally.
- 4. Pre-service notification to the Defendant is not the default approach to the service of the Protection Order. If it is determined that such notification is "necessary to ensure timely service," contact with the Plaintiff is desirable to determine if there is information helpful to service of the order or any concerns about pre-service notification. In high-risk cases where safety makes preservice communication with the defendant necessary, the Officer should **not** specify whether relinquishment of firearms is part of the court's order.
- 5. If the Protection Order being served requires that firearms are to be relinquished to law enforcement, the serving Officer should make a good faith good faith effort to determine whether the defendant possesses any firearms and to take any firearms that are in the defendant's possession. The serving Officer has no discretion to facilitate transfer of firearms to someone other than law enforcement.
- 6. If the individual refuses to receive any Protection Order, the officer shall leave the Protection Order in the immediate presence of the individual and advise the individual of the content of the Protection Order, the fact that the individual has been officially served, and the consequences of a violation of the Protection Order.
- 7. Officers will document all Protection Order services and/or attempts, articulating the circumstances surrounding the service/attempt of the Protection Order. Once service has been

made, the serving agency shall ensure the service information is entered into the METRO System without delay and the return of service is sent to the court. If the Protection Order requires relinquishment of firearms, the officer will file A Notice of Relinquishment (court form PA-024) with the court that issued the protection from abuse order once service has been completed. PA-024 will be filed regardless of whether any firearms were actually relinquished.

- 8. <u>Uniform Full Faith and Credit Clause:</u> Officers shall expeditiously enforce valid Protection Orders from other States and Tribal Courts. Officers shall verify the validity of the protection orders prior to enforcing them.
- 9. Violation of a Protection Order BOT 3-18

A person commits the offense of "Violation of a Protection Order" if:

- i. A District Court has issued a Protection Order, Temporary Protection Order, or any modification of such an order against a person, and that person violates that order;
- ii. The defendant received prior actual notice of the order or consent agreement, which may be by physical service of the order or notice other than service in hand, pursuant to Title19-A M.R.S. § 4113(1); and
- iii. That person knowingly violated any condition of the Order.
- iv. Officers must recognize that a person who obtains a Protection from Abuse Order cannot violate the order regardless of any action taken by the person or the defendant; the order only constrains the defendant.
  - 10. Enforcement of a Violation of a Protection Order

Pursuant to 19-A M.R.S. § 4114(5), in-custody arrest is mandatory for any violation of a protective order.

# L. Agency Follow Up if Victim is Seriously Injured or Killed BOT 3-23

The Chief Law Enforcement Officer (CLEO) of this agency shall cause to have this policy reviewed, and document the agency's compliance with policy, in the event that a victim of domestic violence who resided in this agency's jurisdiction is killed or seriously injured during the time that any temporary or permanent Protection from Abuse order (PFA) was in effect or there had been past agency involvement related to interactions between the perpetrator and the victim. The review shall be conducted in consultation with a domestic violence advocate as defined in Title 16 M.R.S. § 53-B(1)(A) and a sworn law enforcement officer designated or trained as a domestic violence investigator. A report shall be prepared and kept on file with the agency and made available for public inspection or copying under the Freedom of Access Law.

In any case where one or more victims are killed, a copy of the report shall be forwarded to the Maine Domestic Abuse Homicide Review Panel through the Maine Office of the Attorney General.

# Appendix 1 BAIL COMMISSIONER INFORMATION FORM: DOMESTIC VIOLENCE

Law Enforcement Agency:		Arresting Officer:		
		Control Trackir		
		Date of Birth:		
Address & Phone:				
Place of Employment:		How Long:		
Height:	Weight:	Hair:	Eyes:	
Location of Arrest:				
OFFENSE	CLASS	STATUTE	BAIL	
Victim's Name/s:		Relationship to	Defendant:	
Date of Birth:				
Victim's Address:*:				
	KNOWS	WHERE VICTIM LIVES.	S CLEAR DEFENDANT ALREADY	
			I) records- FTA, recent offences;	
PFA/PFH or Bail Conditions	in effect:			

ODARA Score:	(see attached Item Summary). Information About Sev	erity of Offense in Domestic
<b>Violence Cases</b>	(see attached probable cause affidavit for narrative of incident):	Use of Strangulation during the
incident:	; Presence/Use/Threat to use Weapon (type):	; threats to kill
self/others/pets:	; alcohol/drug use (type):	; victim pregnant:
	:recent separation:;	
other:		

# QUICK GUIDE TO SCORING THE ODARA

ODARA assesses the likelihood that a male or female arrestee who has already committed an assault on a current/former heterosexual intimate or dating partner will do so again in the future. To score ODARA, YOU MUST HAVE THE FOLLOWING:

- An index (current) incident involving an assault defined as either: [1] Any act of violence that involved physical contact with the victim; or [2] A credible threat of death with a weapon in hand made in the presence of the victim.
- Eligible crime: domestic violence assault (incl. aggravated and elevated aggravated assault); domestic violence criminal threatening w/ a dangerous weapon; and domestic violence terrorizing if includes the above required circumstances.
- Eligible relationship: Current or former heterosexual intimate or dating partners only; not other family or household member relationships.

#### Prior domestic incident of assault in a police or criminal record

- Must involve an assault\* carried out by the offender on a prior occasion to the index incident and reported to police
- Include any prior assaults on a current or previous partner or child of the current or previous partner (conviction not required)
- Exclude prior occurrences involving strangers, friends, parents, siblings, pets, other family members, or on police

#### 2. Prior non-domestic incident of assault in a police or criminal record

Exclude assaults\* involving a current or previous partner or a child of theirs

#### 3. Prior custodial sentence of 30 days or more (adult/juvenile facility; any offense, not limited to DV)

- Only include sentences of 30 days or more; only part of sentence has to have been served; partially suspended sentences count
- Exclude time spent in custody waiting to go to court, unless the time is included as part of the sentence ("time served")

#### 4. Failure on prior conditional release (bail, deferred disposition, probation, PFA, no-contact order; any offense, not limited to DV)

#### Include any known violation at time of index incident or prior to it, whether or not the offender was arrested or charged

#### 5. Threat to harm or kill at the index assault

- -Threat must be commonly recognized as a threat to harm a person (not pets or property) physically
- Only include threats made at time of the index incident, whether or not the threat was carried out
- . Exclude threats of self harm or threats of emotional or financial harm, legal action or custody dispute
- Confinement of the victim at the index assault
- Include any attempted or actual act to physically prevent the victim from leaving the scene, whether successful or not
- Exclude restraint in the course of index incident, e.g., holding victim down in order to assault her/him, or threats of future harm

#### 7. Victim concern about future assault (expressed in first report of index assault to police)

Include any statement made by the victim that she/he is afraid, concerned, worried or certain of possible future assault on her/him or their

child/ren by the person being assessed Exclude inferences based on protective action taken by the victim, or safety fears during the index incident

#### 8. More than one child

- Include living biological, adopted, adult and minor children of the person being assessed, or the victim, and children they have together,
- regardless of where they live
   Exclude children of a previous partner who are not biologically related to or adopted by offender or victim

#### 9. Victim's biological child from a previous partner

Include only the victim's living biological children regardless of age or where they live

#### 10. Prior violent incident against a non-domestic partner

- Include assaults\* whether or not reported to police or in criminal record. [NOTE: Score 1 if item #2 scores 1]
- Exclude act of violence involving current or previous partners and/or any children of theirs

#### 11. Two or more indicators of substance abuse (Score "1" if the offender has previously been charged with an alcohol or drug related offense OR if at least two of list below are true):

- Offender consumed alcohol immediately before or during the index incident; A.
- Offender used drugs immediately before or during the index incident; B.
- Offender abused drugs and/or alcohol in the days or weeks prior to the index incident C.
- Offender noticeably increased abuse of drugs/alcohol in the days or weeks prior to the index incident D.
- Offender has been more angry or violent when using alcohol or drugs prior to the index incident
- Offender consumed alcohol before or during a criminal offense predating index incident
- Offender's alcohol use prior to the index incident but since age 18 resulted in some problems or interference in his/her life G.
- H. Offender's drug use prior to the index incident but since age 18 resulted in some problems or interference in his/her life

NOTES:

<sup>&</sup>quot;Assault" definition for items 1, 2, 10, 12 = physical contact, or the use or attempted use of a weapon to contact the victim's body, or threat of harm made with a weapon in hand.

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# Signature of Person Completing ODARA

(revised 5.16.19; available by emailing info@mcedv.org)

# 12. Assault on the index victim when she was pregnant

• Include current and previous assaults\*, current and former pregnancies, irrespective of offender's knowledge of pregnancy

# \_\_\_\_\_13. Barriers to victim support (Score "1" if one or more of the specific following barriers were present at the time of index incident):

- A. Children aged 18 or younger live in the victim's home for whom the victim provides care
- B. The victim has no telephone (e.g., cell phone or landline)
- C. The victim has no transportation (e.g., no access to car, no public transport in vicinity, no money for taxi)
- D. The victim is geographically isolated (e.g., living rurally, no one living close by)
- E. The victim consumed alcohol or drugs just before or during the index occurrence, or has a history of alcohol or drug abuse

## NOTES:

Total Raw Score:

Total Final/Adjusted Score:

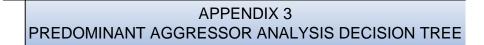
# Final/Adjusted Score for Assessment with Unclear or Ambiguous Information

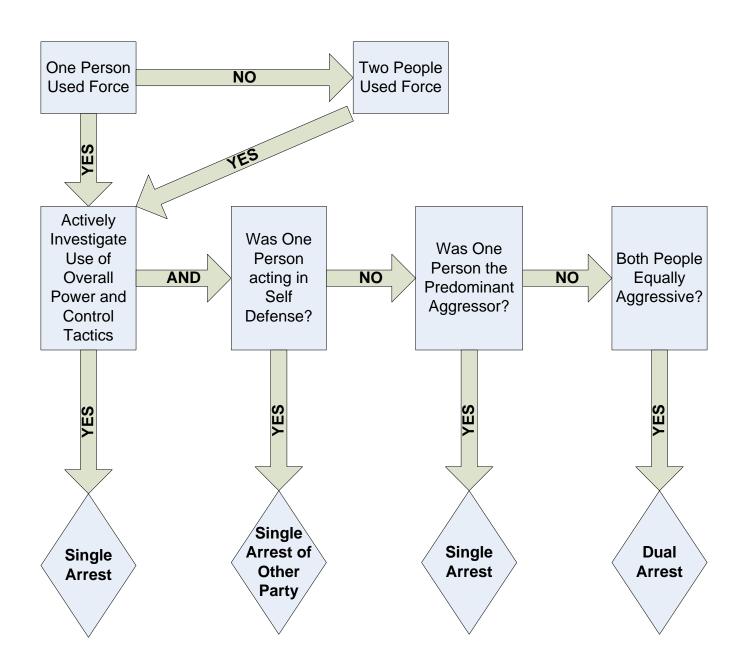
Raw Score	1	2	3	4	5
0	0	0	0	0	0
1	1	1	1	1	2
2	2	2	3	3	3
3	3	4	4	4	5
4	4	5	5	6	7+
5	5	6	7+	7+	7+
6	7+	7+	7+	7+	7+

# Number of Unclear or Ambiguous Items

13

Date





# Appendix #4

ODARA Score -		Domestic	violence Supp	lemen	t #ODARA Information
(A) DEPT/CASE NO .:	REPORT	NG OFFICER: E	nter Officer Name	DAT	TE: Click or tap to enter a date.
TIME OF CALL: Time TIM					OFFICER INJURED Ses No
INCIDENT ADDRESS: Ente			CITY/TOWN: En		own
INCIDENT LOCATION: VI	ICTIM'S DWEL				
OTHER: Enter Other Loca					
			HBOR UNKNOWN	ПСНИР	OTHER: Enter Other Here
OTHER OFFICER(S) ON SO				DEPT:	
REPORT OBTAINED:					
DOMESTIC VIOLENCE RE	and the second s			me of DVF	RC Here
SUPPLMENT EMAILED TO					
1 // CTILLA	(C) NAME: Last		ame MI		DOB: MM/DD/YYYY
(B) VICTIVI On Scene DYES DNO				Enter Her	e WEIGHT: Enter Here
	(#12) PREGNAM			cincer men	e weidin. Enternere
If no, possible location:	ADDRESS: Ente		large control of the second	CITY/T	OWN: Enter Town/City
Enter Location			ne (W) Enter Work P		(C)EnterCellular Phone
(D) Appearance:			ddress (No PO Box)		
Angry			Iternate Phone # CC		
□ Apologetic □ Calm			k or tap here to enter t		
			S (DESCRIBE): Click or		
□Fearful	And the state of the second state of the secon				ter text. (#13)IMPAIRED Yes No
Threatening	the second se		: Enter Other Location		ter text. (#15)IMPAINED El Tes El No
Other Enter Text			afe Time to Call Informa		
(E) (#13) Barriers:			tim says what suspect		
Child under 18 in home			l/restrained against wil		
□No phone			oped with open hand	.	
□No access to					()
transportation	Kicked or kn		vith object Strangl	led	
History of substance use			tap here to enter text.	I	
Geographically isolated	and an experimental section of the s		k or tap here to enter text.		$\mathcal{A}$
Other Click or tap			ill: 🗆 Victim 🗆 Other		WI WWIT W
here to enter text.	And a second sec		or tap here to enter text.		
(H)Medical Treatment:			Click or tap here to enter te		101 101
Offered/ Refused	Sexually Ass	aulted(specify)	Click or tap here to enter to	ext. =	
Will Seek on Own	(#6) Prevent	ed from leavin	g location (confinemen	nt)	)//( 3//6
Hospital by Ambulance	Prevented fr	om calling for	help		20
Where: Click or tap here	Other: Click o	r tap here to ente	r text.	I	I told the officer who was violent towards
to enter text.	PHYSICAL CON	PLAINTS (x all	that apply):	I	me.
Release Signed	□No complain	t of pain/injur	У	I	
TYES NO	Indicates pai	n- Pain level	(1-10) Choose an item	n.	I told the officer or pointed out on the
EMT: Click or tap here to	□Soft tissue in	jury/bruising -	-Visible □Yes □No		drawing where on my body I was struck or hurt.
enter text.	□Scratches- V				I give permission to the Investigating
(I)Evidence Collected:	Other: Click	or tap here to	-	1	Agency to give this report to the Domestic
Interviewed Victim			tates what victim did)		Violence Advocate so they may provide me
Interview Recorded	Pushed or sh		d/restrained against v		more information about my rights and services
Written Statement	Hit with clos		pped with open hand		available to me.
□Pictures of Damages	Kicked or kn		with object Strang	ded	
Other: Click or tap			Click or tap here to enter t	-	I affirm the information I have given the
here to enter text.	Weapon use		a since or say here to enter t	the Alter	officer is true and correct.
(J)Informed of:			Click on the house to colored		01-1-1 0
Rights			Click or tap here to enter to	ext.	Click for Date
Victim Witness Advocate			k or tap here to enter text.		Victim Signature Data
Hope & Justice Project	the second s	to harm/kill - L	Self Other Susp	pect	Victim Signature Date
PFA Process	□Pet				
Other: Click or tap			alling for help(specify)		
here to enter text.	Other: Click o	r tap here to ente	r text.	I	

NAMES/DOB/ADDRESS OF ALL CHILDREN PRESENT:       DHHS NOTIFIED         Enter Child's Full Name Here       CHILD INJURED         Enter Child's Full Name Here       CHILD INJURED         (#8) Total number of children (victim's + suspect's): # Here       CHILD INJURED         (#9) Number of victim's children from different partner: # Here       CHILD INJURED         (M)       WITNESS PRESENT AT TIME OF INCIDENT □Yes □No       LOCATION: Click or tap here		ALL CHILDREN PRESENT: DHHS NOTIFIED Yes No e CHILD INJURED Yes No child INJURED Yes No child INJURED Yes No child INJURED Yes No TIME OF INCIDENT Yes No LOCATION: Click or tap here to enter text.	(L)Evidence Collected: Interviewed Child(ren) Interview Recorded Written Statement(s) Pictures of Injuries Other: Click or tap here to enter text. (N)Evidence Collected: Interviewed Witness(s)
		Here WITNESS INJURED Ses ON	Interview Recorded Written Statement(s) Pictures of Injuries Other: Click or tap here to enter test.
RELATIONSHIP VICTIM/SUSPECT	(O) Spouse Separated Divorce Dating/Engaged Child(ren) in commo Same sex Cohabitant Former cohabitant Other: Click or t here to enter text. Length of relationship: Enter Length Here Date ended: Click for Date	(#7) Does victim fear (concerned about) future assaults for self or children Does victim fear suspect will violate potential conditions/protection order	re to enter text. or Assault Yes No (reported or not) Yes No n Yes No r Yes No er Yes No non-partner) Yes No onditional release,
If no Ente	SUSPECT icene YES NO possible location: r Text Here pearance: Angry Apologetic Calm Crying Fearful Threatening Other: Click or tap to enter text.	(R) (C) NAME: Last Name, First Name, MI     RACE: Choose an item. GENDER: F M HEIGHT: CLICK WEIGHT: CLICK     (#12) PREGNANT Yes No     ADDRESS: Enter Address (No PO Box)     CITY/TOWN: Enter Town     PHONE: (H) Enter Home Phone (W) Enter Work Phone (C)EnterCellula     TEMP/ALT. ADDRESS: Enter Address (No PO Box)     CITY/TOWN: Enter Town     TEMP/ALT PHONE(S): Enter Alternate Phone # CONTACT: Enter Contact Na     PLACE OF EMPLOYMENT: Click or tap here to enter text. HOW LONG? Enter H     EVIDENCE OF MENTAL ILLNESS (DESCRIBE): Click or tap here to enter text.     (#13) DRUG/ALCOHOL USE (DESCRIBE): Click or tap here to enter text.	n/City ar Phone /City ame Here
(T)M	edical Treatment: Not Required Offered/ Refused Will Seek on Own Hospital by Ambulance ERE: Click or tap here nter text. ase Signed YES □NO : Enter Name Here	(U) VIOLENT ACTION(S) (Suspect alleges what victim did)  Pushed or shoved  Held/restrained against will  Hit with closed fist  Kicked or kneed  Hit with object  Strangled  Weapon used: Typ  Property damage (specify): Click or tap here to enter text.  Sexually assaulted(specify): Click or tap here to enter text.  Made threats (specify): Click or tap here to enter text.  Threatened to harm/kill- Self  Other  Suspect  Pet  Prevented from leaving/ calling for help (specify)  Other: Click or tap here	e: Enter Weapon Type

Evidence Collected:	PHYSICAL COMPLAINTS (x all that apply):					
□Interviewed Suspect	No complaint of pain/injury Indicates pain- Pain level (1-10): Choose an item.					
□ YES	□Soft tissue injury/bruising – Visible □Yes □No					
Defore Arrest	Scratches-Visible Tyes No Bleeding					
After Arrest	Other: Click or tap here to enter text.					
Interview Recorded	VIOLENT ACTION(S) (Suspect states what suspect did)					
□Written Statement	Pushed or shoved Held/restrained against will					
Pictures of Injuries	Hit with closed fist Slapped with open hand					
Pictures of Damages	Kicked or kneed Hit with object Strangled					
	Sexually Assaulted (specify): Click or tap here to enter text.					
	Weapon used-Type:					
	Property damage (specify): Click or tap here to enter text.					
	Made threats (specify): Click or tap here to enter text.					
	Threatened to harm/kill - Self Other Suspect Pet					
	Prevented from leaving/ calling for help(specify: Click or tap here to enter text.					
	Other: Click or tap here to enter text.					
ACTION TAKEN:	rest - Separated - No arrest, state why: Lack of PC - GOA - Other: Enter Here					
	residency for past 10 years(date/county/state): Click or tap here to enter text.					

(#1) Prior domestic incident of assault (against a partner or child) in police records( arrest or conviction not necessary) 
Yes 
No SUSPECT 

HISTORY (#3) Prior custodial sentence of 30 days or more (does not have to have served the entire 30 days) Ves INO How many times: # Here (#4) Violation of past bail, probation, conditional release, parole, protection order Ves No How many times: # Here (#10) Prior violent incident against a non-domestic victim (reported to law enforcement or not) 🗌 Yes 🔲 No How many times: # Here (#11) Has abused drugs or alcohol prior to this incident □Yes □No How Often: # Here

(x) STALKING – Please indicate if any of the following apply:

DOES THIS SECTION APPLY: DO YES (if yes, please complete the information below)

Repeated unwanted, intrusive, and frightening communications from the perpetrator by phone, mail, and or email.

Repeatedly leaving or sending victim unwanted items, presents, or flowers.

Following or lying in wait for the victim at places such as home, school, work or recreation place.

Making direct or indirect threats to harm the victim, the victim's children, relatives, friend or pets.

Damaging or threatening to damage property.

Harassing victim through the internet.

Posting information about the victim on the internet, in a public place, or by word of mouth.

Obtaining personal information about the victim by accessing public records, using internet search services, hiring private investigators, going through the victim's garbage, following the victim, contacting victim's friends, family, work or neighbors.

(y) STRANGULATION – Please indicate if any of the following apply:	
DOES THIS SECTION APPLY: NO YES (if yes, please complete the information below)	
□Voice changes- raspy, hoarse, coughing or difficulty speaking	
□Difficulty breathing	
Hyperventilation- breathing deeper or more rapid than normal	
□Trouble with or painful swallowing	
Petechiae (pinpoint red spots) may be seen in the whites of eyes, face, mouth, scalp, or ears	
□Scratch marks or scrapes to neck, chin, face, chest, shoulders, or other areas of the body	
□Swelling, bruising, or other marks on the neck or body	
□Bleeding, cuts, bumps	
□Loss of urine or bowels	
□Loss of hair	
□Vomiting/nausea	

# **Domestic Violence Supplement Attachment**

Officer's Notes: Section (#) Click or tap here to enter text. Section (#) Click or tap here to enter text. Section (#) Click or tap here to enter text. Section (#)

Click or tap here to enter text.

Domestic Violence Supplement filled out by: Enter Officer Name

Date: Click or tap to enter a date.