



RESOLUTION 2025-38

A RESOLUTION AUTHORIZING THE POWELL POLICE DEPARTMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE DELAWARE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES TO ADDRESS CHILD ABUSE AND NEGLECT.

WHEREAS, Delaware County Department of Job and Family Services and the Powell Police Department are statutorily required to enter into a memorandum of understanding to address child abuse and neglect; and

WHEREAS, This memorandum of understanding addresses child abuse and neglect required by sections 2151.4210, 2151.4211, 2151.4212, 2151.4215, 2151.4216, 2151.4220, and 2151.4224 of the Ohio Revised Code and section 5101:2-33-26 of the Ohio Administrative Code; and

WHEREAS, This memorandum of understanding also identifies procedures for collaborative service provisions needed to ensure child safety, permanence, and well-being, and the minimum requirements of screening, assessment/investigation, and service planning, to meet mandates included in children services legislation passed by the 134th Ohio General Assembly; and

WHEREAS, This agreement between the Delaware County Department of Job and Family Services and community partners delineates the roles and responsibilities for referring, reporting, investigating, and prosecuting child abuse and neglect cases.

WHEREAS, The Chief of Police will have the responsibility for:

- Taking referrals/reports alleging child abuse and neglect from any source within their respective jurisdiction; and
- Referring reports to Delaware County Department of Job and Family Services as soon as possible or within 24 hours for investigation of the circumstances; and
- Determining whether allegations of abuse or neglect rise to the level of criminal conduct; and
- Cooperating with Delaware County Department of Job and Family Services in a joint and thorough investigation when the information contained in the report lends itself to allege a present danger; and
- Assisting Delaware County Department of Job and Family Services in hazardous situations where the provision of protective services or the investigation of child abuse or neglect is impeded; and
- Coordinating with Delaware County Department of Job and Family Services on interviews with principals of the case when there are serious criminal implications; and
- Notifying Delaware County Department of Job and Family Services of any legal action involving an alleged perpetrator of child abuse or neglect; and

City Council
Tom Counts, Mayor

Kurt Ramsey Leif Carlson David Lester Heather Karr Ferzan Ahmed Tyler Herrmann

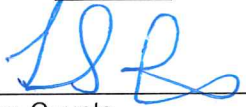
- Responding to Delaware County Department of Job and Family Services' requests for information regarding the status of the legal action; and
- Providing police record checks for Delaware County Department of Job and Family Services as necessary or requested as permitted by law; and
- Consulting with Delaware County Department of Job and Family Services prior to removal of a child from their home when possible; and
- Handling and coordinating investigations involving a child fatality or near fatality which may have resulted from abuse or neglect.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF POWELL, COUNTY OF DELAWARE, STATE OF OHIO, AS FOLLOWS:

Section 1: The Council of the City of Powell hereby authorizes the Interim Chief of Police to execute an agreement, which agreement shall be in substantially similar form to the agreement attached hereto as Exhibit "A" and incorporated herein by reference.

Section 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of Council and that all deliberations of Council and any of the decision-making bodies of the City of Powell, which resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Powell, Delaware County, Ohio.

Section 3: This Resolution shall be in full force and effect immediately upon adoption.



Tom Counts
Mayor

11/5/25

Date



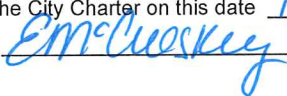
Elaine McCloskey
City Clerk

11/5/25

Date

EFFECTIVE DATE: November 5, 2025

This legislation has been posted in accordance with
the City Charter on this date 11/6/25



City Clerk

Ohio Department of Children and Youth
**DELAWARE COUNTY MEMORANDUM OF UNDERSTANDING
TO ADDRESS CHILD ABUSE AND NEGLECT**

I. STATEMENT OF PURPOSE

This memorandum of understanding (hereinafter MOU) to address child abuse and neglect is required by sections 2151.4220, 2151.4221, 2151.4222, 2151.4223, 2151.4225, 2151.4226, 2151.4228, 2151.4229, 2151.4230, 2151.4231, 2151.4232, 2151.4233, and 2151.4234 of the Ohio Revised Code and rule 5180:3-1-26 of the Ohio Administrative Code. It is an agreement among **Delaware County Department of Job and Family Services** (hereinafter PCSA) and community partners that delineates roles and responsibilities for referring, reporting, investigating, and prosecuting child abuse and neglect cases within **Delaware County** (hereinafter county). The MOU also identifies procedures for collaborative service provisions needed to ensure child safety, permanence, and well-being, and the minimum requirements of screening, assessment/investigation, and service planning, to meet mandates included in children services legislation passed by the 134th Ohio General Assembly. Two primary goals of this MOU are:

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

Throughout the state each PCSA provides the following services to their communities:

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

Assessment and Investigation: The capacity to investigate and assess accepted reports of suspected child abuse, neglect, and/or dependency, includes responding to emergency reports within one (1) hour and non-emergency reports within twenty-four (24) hours; Conducting an initial Safety Assessment using a standardized CAPM (Comprehensive Assessment Planning Model) tool within the timeline prescribed in the Ohio Administrative Code; Completing a more in-depth CAPM Family Assessment including a clinical and actuarial risk assessment within sixty (60) days; Working collaboratively with other investigative agencies when appropriate; Making traditional response case dispositions within required timeframes; Evaluating the need for protective, prevention, or supportive services and/or court involvement; and documenting all activities and case determinations.

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

II. ROLES AND RESPONSIBILITIES OF EACH PARTICIPATING AGENCY

A. CDJFS/PCSA (If a combined agency or stand-alone PCSA)

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

B. LAW ENFORCEMENT

The county peace officer, each Chief of the local political subdivisions, and any other law enforcement officers handling child abuse and neglect cases in the county will have responsibility for: taking referrals/reports alleging child abuse and neglect from any source within their respective jurisdiction; Referring reports to the PCSA as soon as possible or within **24 hours** for investigation of the circumstances; Determining whether allegations of abuse or neglect rise to the level of criminal conduct; Cooperating with the PCSA in a joint and thorough investigation when the information contained in the report lends itself to allege a present danger; Assisting the PCSA in hazardous situations where the provision of protective services or the investigation of child abuse or neglect is impeded; Coordinating with the PCSA on interviews with principals of the case when there are serious criminal implications; Notifying the PCSA of any legal action involving an alleged perpetrator of child abuse or neglect; Responding to the PCSA's requests for information regarding the status of the legal action; Providing police record checks for the PCSA as necessary or requested as permitted by law; Consulting with the PCSA prior to removal of a child from their home when possible; Handling and coordinating investigations involving a child fatality or near fatality which may have resulted from abuse or neglect.

C. JUVENILE COURT

The most senior Juvenile Judge in point of service of the county or their representative, selected by the Judge, if more than one, will be responsible for attending meetings concerning the MOU, entering into agreements with the

other signatories of the MOU regarding the court's responsibility to timely hear and resolve child abuse, neglect, and dependency matters, signing the MOU, and updating the MOU or approving any amendment.

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

D. DELAWARE COUNTY PROSECUTOR

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

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

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

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

If the county's Department of Job and Family Services is a separate agency from the PCSA, employees within the county agency are expected to report suspected cases of child abuse and neglect to the PCSA or appropriate law enforcement agency upon receipt; Collaborate with the PCSA to assist families in caring for their children; Assure that children at risk of abuse and neglect receive protective services; Assure service coordination for families already involved with the PCSA; Promote ongoing communication between the

county's Department of Job and Family Services and the PCSA regarding mutual clients, including minors under the protective supervision or in the custody of the Agency and/or minor parents; Assist the PCSA upon request in obtaining case or assistance group information regarding a family when the PCSA is assessing Title IV-E eligibility or completing an assessment/investigation of a child at risk or alleged to be abused; Assist the PCSA in obtaining addresses and attempts to locate parents whose whereabouts are unknown, pursuant to OAC 5180:2-33-28; And where applicable and permitted assist the PCSA in locating suitable relatives or kin that may be available as familial support for the child(ren) or as a placement option.

F. LOCAL ANIMAL CRUELTY REPORTING AGENCY

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

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

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

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

H. CLERK OF COUNTY COMMON PLEAS COURT (Optional per statute, but benefits to inclusion should be considered per county. If the Clerk signs this MOU, the Clerk will execute all relevant responsibilities as required of officials specified in this MOU.)

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

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

III. SCOPE OF WORK

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

A. Mandated reporters and penalty for failure to report

Persons identified as mandated reporters per Ohio Revised Code section 2151.421, while acting in official or professional capacity, will immediately report knowledge or reasonable cause to suspect the abuse or neglect of a child in accordance with that section. Reports will be made to the PCSA or a law enforcement officer.

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

PCSA attorney will communicate via email, letter, etc. any instances of mandated reporters failing to make a report to the Prosecutor's office.

B. System for receiving reports

Reports of child abuse or neglect will be made to the PCSA or any law enforcement officer with jurisdiction in the county. If the PCSA contracts with an outside source to receive after-hour calls, a copy of the signed agreement will be attached to this MOU which indicates that all reports with identifying and demographic information of the reporter and principals will be forwarded to a designated children services worker within an hour of receipt, confidentiality requirements will be met, and how the public is informed of after-hours reporting opportunities.

Delaware County Department of Job and Family Services has staff available to receive reports by telephone on a 24 hours a day, seven days a week basis. After hours calls are answered by the Delaware County Sheriff's Department and forwarded to the on-call Delaware County Department of Job and Family social services staff. A caseworker and a supervisor are available at all times to respond to

emergency situations. PCSA does not contract with any outside source to receive referral calls.

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

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

When the PCSA screens in a report of child neglect, and the PCSA implements a legally authorized out-of-home placement due to neglect within the first seven days of the assessment/investigation, the PCSA will notify the appropriate law enforcement agency within the first seven days of the assessment/investigation unless an arrest is made at the time of the report that results in the appropriate law enforcement agency being notified of the child neglect.

C. Responding to mandated reporters

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

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

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

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

1. PCSA's Response Procedure

When the PCSA determines that a report is emergent, the PCSA will attempt a face-to-face contact with the child subject of the report/ alleged child victim within one hour of the receipt of the report.

If the PCSA identifies an active safety threat at any point during the assessment/investigation, the caseworker or supervisor will implement a safety response.

If it is determined that a child is at risk of being abused, neglected, or dependent, agency services are offered to the family. The agency will first attempt to keep a family together by coordinating services needed to strengthen the family. Services may include: information and referrals, counseling, parenting education, as well as visits by an agency employee to give assistance with planned changes. Because separation from the family has a traumatic impact on children, it will occur only when the child cannot be protected nor have his/her basic needs met within the primary family.

If a child cannot remain safely within their own home, the agency will utilize one of the following options:

- 1. Work with the family to develop a temporary, safe living arrangement, usually with a relative or kinship placement, through safety planning;**
- 2. Delaware County Juvenile Court grants removal of the child from the home through court orders, or;**
- 3. Parents agree to sign a voluntary agreement agreeing that Delaware County Department of Job and Family Services will have custody of the child if deemed in the best interest by Delaware County Department of Job and Family Services.**

Emergency Removals

Delaware County Department of Job and Family Services will consider the emergency removal of a child from his/her own home when all of the following conditions exist:

- 1. The child's safety is at imminent risk and in need of protection from abuse and neglect;**

2. The caretaker is unavailable, unable, or unwilling to provide protection from the abuse or neglect;
3. Supportive services cannot provide adequate protection to the child if he/she remains in the home; and
4. The court has issued an emergency order.

When an emergency order has occurred, the employee shall provide the caretaker and the child, when age appropriate, with the following information:

1. The reason for the removal;
2. The name, agency address, and agency telephone number of the social worker;
3. The address, hours, and a phone number to Juvenile Court; and
4. Where and when a hearing will be held to determine if there is a need for continued custody, placement or other court orders.

Non-Emergency Removals

Delaware County Social Services will remove a child from his/her home and provide a temporary replacement when:

1. The parents sign an agreement for temporary custody of a child; or
2. Delaware County Juvenile Court determines that the child is in need of protection and orders the child to the temporary custody of the agency. This may occur through the course of regular court activity or through the motion of Delaware County Department of Job and Family Services.

2. Law Enforcement Response Procedure

Delaware County Department of Job and Family Services will request assistance from the appropriate law enforcement agency to facilitate a removal when any of the following conditions exist:

1. The Employee is denied entry into the residence or denied access to the child and the employee has a court order to allow them access;
2. The parent or child offers physical resistance to the removal;
3. The personal safety of the child is in question; or
4. The personal safety of the employee is in question.

3. Children in Need of Medical Attention Special Response Procedures

Child will be taken to the appropriate medical facility to include the local hospital, emergency room, urgent care or health department.

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

Delaware County Department of Job and Family Services has the responsibility of conducting a legally sound and effective investigation. It is the agency's responsibility to coordinate the investigation with the local law enforcement agency who has jurisdiction over the case. Both professional departments must decide how to intervene in a fashion that will maximize the information obtained from the investigation while minimizing the risk of trauma to the alleged child victim and/or family members. Joint interviews should be conducted wherever possible to minimize trauma.

The investigation is a detailed fact-finding process with four primary goals:

1. To determine whether the allegation is founded;
2. To determine the degree of risk to the safety of the child;
3. To develop and implement a plan to protect the child;
4. To gather evidence to support criminal prosecution and other judicial proceedings, where indicated.

Required Interview

Child safety and risk to the alleged child victim should ultimately determine the sequence of the timing of interviews. However, Delaware County Department of Job and Family Services has mandated timeframes it must adhere to. It should be noted that the sequencing of the interview process may change if the details or specifics of a certain allegation/case warrant these changes.

Interview Environment/Location

Another consideration is the location of the interviews to be conducted. Interviews with the alleged child victim should be conducted in the least stressful and safest environment possible. These interviews can occur in several locations including, but not limited to:

1. Delaware County Department of Job and Family Services interview room (equipped with video recording equipment);
2. Law Enforcement Agencies;
3. Other neutral setting;
4. A location where the alleged child victim feels safe.

Alleged Child Victim (ACV) Interviews

The interview with the ACV should always take into consideration the strengths and the limitations of the child to be interviewed. Interviewers should acquire a working knowledge of the child's chronological age, developmental age, level of functioning, grasp of the English language, and the ability to pair known information with verbal responses. The ACV shall be interviewed by a member of the Child Abuse Investigative Team trained in conducting forensic interviews with children.

Delaware County Department of Job and Family Services shall:

1. Interview the ACV (this interview will be audio or video recorded if possible for sexual abuse cases) unless the child has already been interviewed by the Center for Family Safety and Healing-Child Advocacy Center or law enforcement and further interviewing would be detrimental to the child.
2. Photograph the area or areas of visible trauma/neglect on an ACV, unless it is unnecessary or detrimental to the ACV's well-being. Photographs will be labeled with the date and time that the photo was taken, the child's name, the area of the body or home that is being photographed and who took the photo.
3. Parents must consent to photos of the home being taken unless:
 - a. Requested by law enforcement; or
 - a. Court ordered.
4. Arrange for a medical examination for the child:
 - a. With parent, guardian or custodian consent;

b. Without parent, guardian, or custodian consent upon:

- i. Request of the ACV; or
- ii. Request of a law enforcement officer or prosecuting attorney and with the consent of the ACV; or
- iii. Court order.

Interviews with the Alleged Perpetrator/Parent/Caregiver/Witness and Other Family Members

Delaware County Department of Job and Family Services in conjunction with law enforcement (if necessary) will interview and complete a written report of the interview with:

1. The non-offending parent or caretaker to assess their knowledge of the allegations;
2. The alleged perpetrator;
3. Collateral sources or potential witnesses to the abuse or neglect; and
4. Family members that reside in the home with the ACV.

Investigations of Alleged Withholding of Medically Indicated Treatment from a Disabled Infant with Life-Threatening Conditions

When a referral of alleged withholding of medically indicated treatment from a disabled infant is received, Delaware County Department of Job and Family Services is required to comply with the requirements set forth in 5101:2-36-07 of the Ohio Administrative Code.

Health care facility information within Delaware County, Ohio:

Ohio Health Grady Memorial Hospital
561 W. Central Avenue
Delaware, Ohio 43015
Hospital: (740) 615-1000
Toll Free: (800) 487-1115
Scheduling: (614) 566-1111

Documentation of Interviews

All interviews, whether conducted jointly or separately, shall be documented by each entity involved. Delaware County Department of Job and Family Services will document its contact with the family. Other subscribers to this Memorandum of Understanding will also complete reports of their findings. By signing this Memorandum of Understanding it is understood and agreed that all involved parties will share copies of these written reports with each investigative entity, as requested and if appropriate.

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

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

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

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

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

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

In joint investigations, the Delaware County Department of Job and Family Services and law enforcement will share immediately all statements, reports and verbal and written opinions concerning the abusive or neglectful situations.

The PCSA will follow up with law enforcement to ensure timely assistance and to complete mandated assessment/investigation activities within the sixty-day timeframe.

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

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

- Casework and supervisory staff of the PCSA
- Law enforcement personnel
- County or city prosecuting attorneys, assistant prosecuting attorneys, in-house JFS legal counsel if applicable, and their investigative staff

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

A Delaware County Department of Job and Family Services employee investigating a report of suspected child abuse and neglect shall immediately request the appropriate law enforcement agency in the following situations:

- 1. To request assistance in completing any mandated or necessary investigation requirements;**
- 2. When the situation is of a nature as to warrant possible legal action;**
- 3. When a third-party investigation is required;**
- 4. When an out of home investigation is required;**
- 5. With cases involving a missing child;**
- 6. With cases involving the death of a child from alleged abuse or neglect;**
- 7. In all reports containing allegations of sexual abuse;**
- 8. In all reports containing allegations of severe injury or cruel and unusual punishment;**
- 9. When the threat of physical harm to the employee exists or to anyone else involved in the case;**
- 10. When requesting assistance in removing a child;**
- 11. When requesting assistance in an after-hours investigation; and**
- 12. When there is reason to believe that a crime has been committed or is going to be committed.**

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

- An exigent circumstance.
- The PCSA has reason to believe that the child is in immediate danger of serious harm.
- The PCSA has reason to believe that the worker is, or will be, in danger of harm.
- The PCSA has reason to believe that a crime is being committed, or has been committed, against a child.
- The PCSA worker needs to conduct a home visit after regular PCSA business hours, and a law enforcement escort is requested as a standard operating procedure.
- The PCSA is removing a child from his or her family via an order of the court, and the assistance of law enforcement is needed as the PCSA has reason to believe the family will challenge the removal.
- The PCSA is working with a client who has a propensity toward violence, and the assistance of law enforcement is needed to ensure the safety of all involved.
- The PCSA is working with a family that has historically threatened to do harm to PCSA staff.

H. Specialized Investigations or Circumstances

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

1. Out-of-Home Care

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

- Is a person responsible for the alleged child victim's care in an out-of-home care setting as defined in rule 5180:2-1-01 of the Administrative Code.
- Is a person responsible for the alleged child victim's care in out-of-home care as defined in section 2151.011 of the Revised Code.
- Has access to the alleged child victim by virtue of their employment by or affiliation to an organization as defined in section 2151.011 of the Revised Code.
- Has access to the alleged child victim through placement in an out-of-home care setting.

The PCSA follows the procedures for conducting out-of-home care investigations as described in section 5180:2-36-04 of the OAC.

Joint Investigation Requirements

- 1. Initial intervention of child abuse and neglect cases can be made by either the social services agency or appropriate law enforcement agency; however, any serious report involving injury or hospitalization requires a joint cooperative intervention between the agencies.**
- 2. The following types of cases may require a joint investigation:**
 - a. Those requiring third party involvement;**
 - b. Those involving a child death in which abuse or neglect is suspected as a cause;**
 - c. Those involving alleged withholding of appropriate nutrition, hydration;**
 - d. Those involving child sexual abuse allegations; and**
 - e. Those involving serious physical abuse or neglect that may result in criminal proceedings.**
- 3. Upon receipt of a potentially life-threatening child abuse or neglect report, immediate contact between Delaware County Department of Job and Family Services and the appropriate law enforcement agency will be made by telephone during business hours, or after-hours through Delaware County Sheriff's Office (or City of Delaware Police Department if in the City of Delaware), to jointly plan intervention and investigation.**
- 4. In joint investigations, Delaware County Department of Job and Family Services and law enforcement will share immediately all statements, reports and verbal and written opinions concerning the abusive or neglectful situations.**
- 5. Delaware County Department of Job and Family Services shall meet its obligation of maintaining communication with the appropriate law enforcement agency regarding child abuse and neglect investigations. The following guidelines will apply:**
 - a. A written report will be filed with law enforcement regarding any investigation involving the death of a child;**
 - b. Written reports will be filed as requested by law enforcement agencies; and**
 - c. Telephone contact will be maintained to share information on joint investigations.**
- 6. Delaware County Department of Job and Family Services will report suspected felonies to law enforcement authorities. If further investigation is required, the Delaware County Prosecuting Attorney will collaborate with**

the appropriate law enforcement agency or Job and Family Services in preparing the case for criminal charges.

7. If law enforcement is unable to conduct the joint interview with an involved party within the mandated time frames, Delaware County Department of Job and Family Services will conduct interviews within their mandated timeframes. This includes elongated timeframes created by permissible waivers and extensions.

2. Third-Party Investigations

In accordance with section 5180:2-36-08 of the OAC, the PCSA is to request a third-party in the assessment/investigation for reports of child abuse or neglect where there is potential for a conflict of interest because one of the following parties is a principal of the report:

- Any employee of an organization or facility that is licensed or certified by the Ohio Department of Children and Youth (DCY) or another state agency and supervised by the PCSA.
- A foster caregiver, pre-finalized adoptive parent, adoptive parent, relative, or kinship caregiver who is recommended, approved, or supervised by the PCSA.
- A type B family childcare home or type A family childcare home licensed by DCY when the CDJFS has assumed the powers and duties of the county children services function defined in Chapter 5153. of the Revised Code.
- Any employee or agent of DCY or the PCSA as defined in Chapter 5153. of the Revised Code.
- Any authorized person representing DCY or the PCSA who provides services for payment or as a volunteer.
- A foster caregiver or an employee of an organization or facility licensed or certified by DCY and the alleged child victim is in the custody of, or receiving services from, the PCSA that accepted the report.
- Any time a PCSA determines that a conflict of interest exists. The PCSA is to document in the case record if a conflict of interest is identified.

The PCSA is to request that law enforcement serve as the third party when a report alleges a criminal offense. The PCSA is to request the assistance of a third party within 24 hours of identifying that a conflict of interest exists.

In joint investigations, Delaware County Department of Job and Family Services and law enforcement will share immediately all statements, reports and verbal and written opinions concerning the abusive or neglectful situations.

In the event law enforcement declines to participate, PCSA will contact alternate law enforcement agency, prosecutor's office, or DCY for guidance.

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

The PCSA is governed by ORC section 307.622 and needs to have a child fatality review board.

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

The PCSA follows rules 5180:2-33-14 and 5180:2-42-89 of the OAC following the death of a child in its custody.

A joint investigation between the social services agency or appropriate law enforcement agency may be required in cases involving a child death where abuse or neglect is suspected as a cause.

A written report shall be filed with law enforcement regarding any investigation involving the death of a child.

A Delaware County Department of Job and Family Services employee investigating a report of suspected child abuse and neglect shall immediately request the appropriate law enforcement agency in cases involving the death of a child from alleged abuse or neglect.

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

The PCSA follows the procedures described in section 5180:2-36-07 of the OAC for responding to these reports.

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

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

In determining whether treatment is medically indicated, reasonable medical judgments made by a prudent physician, or treatment team, knowledgeable about the case and its treatment possibilities are considered. The opinions about the infant's future "quality of life" are not to bear on whether a treatment is judged to be medically indicated. Medically indicated treatment does not include the failure to provide treatment to a disabled infant if the treating physician's medical judgment identifies any of the situations listed in OAC section 5180:2-36-07(A)(3)(a-d).

Investigations of Alleged Withholding of Medically Indicated Treatment from a Disabled Infant with Life-Threatening Conditions

When a referral of alleged withholding of medically indicated treatment from a disabled infant is received, Delaware County Department of Job and Family Services is required to comply with the requirements set forth in 5101:2-36-07 of the Ohio Administrative Code.

A child will be taken to any health care facility as determined by proximity or need.

Health care facility information within Delaware County, Ohio:

Ohio Health Grady Memorial Hospital
561 W. Central Avenue
Delaware, Ohio 43015
Hospital: (740) 615-1000
Toll Free: (800) 487-1115
Scheduling: (614) 566-1111

Nationwide Children's Hospital Close to Home Center with Emergency
Department-Lewis Center
7853 Pacer Drive
Delaware, Ohio 43015
(614) 355-7900

Point of contact for allegations involving alleged withholding of medically indicated treatment from disabled infants with life-threatening conditions:

Manager of Social Work Case Management, Grady Memorial Hospital
(614) 544-8053

Nurse Manager, NCH Emergency Department
(614) 355-7952

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

Delaware County Department of Job and Family Services has the responsibility of conducting a legally sound and effective investigation. It is the agency's responsibility to coordinate the investigation with the local law enforcement agency who has jurisdiction over the case. Both professional departments must decide how to intervene in a fashion that will maximize the information obtained from the investigation while minimizing the risk of trauma to the alleged child victim and/or family members. Joint interviews should be conducted whenever possible to minimize trauma.

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

For all reports involving cases of individuals, Delaware County Department of Job and Family Services will refer to the Delaware County Prosecutor's Office or to the local Law Enforcement of Jurisdiction

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

For all reports involving cases of individuals, Delaware County Department of Job and Family Services will refer to the Delaware County Prosecutor's Office or to the local Law Enforcement of Jurisdiction.

9. Receiving and responding to reports of missing children involved with the PCSA

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

- When an MOU signatory agency is made aware that a child is missing, they will coordinate with the custodian to report their concerns to the law enforcement agency in the appropriate jurisdiction.
- The law enforcement agency will enter known information into the National Crime Information Center (NCIC) database if the child is in PCSA custody.
- The law enforcement agency will take prompt action upon the report, including, but not limited to, concerted efforts to locate the missing child.
- The law enforcement agency will promptly enter any additional, relevant information into NCIC.
- The law enforcement agency will promptly notify the missing child's parents, parent who is the residential parent and legal custodian, guardian, or legal custodian, or any other person responsible for the care of the missing child, that the child's information was entered into NCIC.
- The PCSA will contact the National Center for Missing and Exploited Children (NCMEC) if the child is in PCSA custody.

Upon request of law enforcement, the PCSA is to provide assistance and cooperation in the investigation of a missing child, including the immediate provision of any information possessed by the PCSA that may be relevant in the investigation.

All MOU signatory agencies are to notify the PCSA upon learning that a minor child who is alleged to be in the children services system or who is known or suspected to be abused or neglected has either run away from or is otherwise missing from the home or the care, custody, and control of the child's parents, custodial parent, legal guardian, or non-custodial parent.

I. Standards and procedures for removing and placing children

1. Emergency

Emergency removal of a child from home is necessary when the child is at imminent risk of harm and in need of protection from abuse, neglect, or dependency.

An ex parte order may be issued with or without a complaint being filed. Prior to taking the child into custody the judicial fact finder is to make a determination that reasonable efforts were made to notify the child's parents, guardian, or custodian, or there were reasonable

grounds to believe doing so would jeopardize the safety of the child, or lead to the removal of the child from the jurisdiction.

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

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

Delaware County Department of Job and Family Services will consider the emergency removal of a child from his/her own home when all of the following conditions exist:

- 1. The child's safety is at imminent risk and in need of protection from abuse or neglect;**
- 2. The caretaker is unavailable, unable, or unwilling to provide protection from the abuse or neglect;**
- 3. Supportive services cannot provide adequate protection to the child if he/she remains in the home; and**
- 4. The court has issued an emergency order.**

When an emergency order has occurred, the employee shall provide the caretaker and the child, when age appropriate, with the following information:

- 1. The reason for the removal;**
- 2. The name, agency address, and agency telephone number of the social worker;**
- 3. The address, hours, and phone number to Juvenile Court; and**
- 4. Where and when a hearing will be held to determine if there is a need for continued custody, placement, or other court orders.**

2. Non-emergency

Upon receiving a report alleging child abuse, neglect, and/or dependency, the PCSA commences an investigation in accordance

with the requirements of section 2151.421 of the ORC. If the final case decision rises to the level of court involvement, the PCSA is to approach the juvenile court and file a complaint alleging the child(ren) to be abused, neglected, or dependent per ORC 2151.27. The matter will be set for a shelter care/preliminary protective hearing expeditiously by the juvenile court.

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

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

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

Delaware County Department of Job and Family Services will remove a child from his/her home and provide temporary placement when:

1. **The parents sign an agreement for temporary custody of a child; or**
2. **Delaware County Juvenile Court determines that the child is in need of protection and orders the child to the temporary custody of the agency. This may occur through the course of regular court activity or through the motion of Delaware County Department of Job and Family Services.**

J. **[Optional Section(s)]**

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

IV. **TRAINING**

Cross system training is to be provided to and a plan developed by all signatories of this MOU to ensure parties understand the mission and goals identified in this

MOU and are clear about the roles and responsibilities of each agency. Periodic trainings events will be coordinated by the PCSA as the lead agency and notification of the trainings will be provided to the signatories of this agreement. By agreeing to participate in the county MOU process signatories express a commitment to attend training opportunities when presented.

PCSA participates in Multi-Agency Crisis Intervention Team (MACIT) with quarterly meetings consisting of cross-training and emergency preparedness.

V. CONFLICT RESOLUTION

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

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

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

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

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

Each agency will make a concerted effort to help the other with joint interviews, investigations, evidence collection, information sharing, and fact-finding. Each agency will not hinder or interfere with the express duties of another and will do their best to cooperate and collaborate with the other county partners.

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

VI. CONFIDENTIALITY STATEMENT

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

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

ORC section 2151.423 requires the PCSA to disclose confidential information discovered during an investigation conducted pursuant to section 2151.421 or 2151.422 of the Ohio Revised Code to any federal, state, or local government entity, including any appropriate military authority or any agency providing prevention services, that needs the information to carry out its responsibilities to protect children from abuse or neglect. Likewise, law enforcement and other entities are expected to release information to the PCSA for the purpose of carrying out its responsibility of protecting children from abuse and/or neglect.

Law enforcement shall share all relevant information including, but not limited to police reports, body cam footage, jail calls, photos, and interview transcripts.

PCSA shall share all relevant information as permitted by the ORC and OAC.

The information received in a report of alleged child abuse or neglect is highly sensitive and should be maintained in confidence. When any person commits, causes, permits or encourages the unauthorized dissemination of information, Delaware County Department of Job and Family Services shall give written notification of such unauthorized dissemination to the Delaware County Prosecuting Attorney. The reporter's identity is confidential and cannot be confirmed or denied.

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

Information regarding the report and/or investigation of alleged abuse or neglect may be shared only when dissemination is authorized by OAC section 5180:2-33-21 and in accordance with the procedures outlined in OAC section 5180:2-33-21. The unauthorized dissemination of confidential information is a misdemeanor and is punishable by law.

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

Each report of suspected child abuse and neglect is confidential. The information shared with the subscribers of the memorandum of understanding is made available only for the purposes of investigation, treatment or case management of suspected child abuse and neglect (or otherwise deemed to be in the best interest of the child victim or the family).

The information provided in a report and the name of the person who made the report shall not be released for use, and shall not be used, as evidence in any civil action or proceeding brought against the person who made the report. In a criminal proceeding, the report is admissible as evidence in accordance with the Rules of Evidence and is subject to discovery in accordance with the Rules of Criminal Procedure.

No person shall permit or encourage unauthorized dissemination of the contents of any report made pursuant to the ORC 2151.421 and/or this Memorandum of Understanding. The identity of the referral source shall be considered a part of the report. Delaware County Department of Job and Family Services shall not release or affirm the identity of any party without the referral source's consent, except for the purpose of judicial testimony, if court intervention is deemed necessary to protect the child. Delaware County Department of Job and Family Services will work with the prosecuting attorney to protect the identity of all reporters of child abuse and/or neglect whenever possible.

Anyone or any organization participating in good faith in the making of reports of possible child abuse or neglect, and anyone participating in good faith in a judicial proceeding resulting from the report, shall be immune from any civil or criminal liability for injury, death or loss to person or property that otherwise might be incurred or imposed as a result of the making of the reports or the participation in the judicial proceeding.

VII. TERMS AND CONDITIONS AND STATUTORY REQUIREMENTS

This MOU is to be retained for a period of at least seven years per the state of Ohio records retention schedule. Please refer to the PCSA records retention policy for information on forms to be completed and processes to be followed for the destruction of records.

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

The required members are to review and evaluate the terms and conditions of the MOU every biennium. All required members to the MOU will sign the new or updated agreement. The PCSA is to submit the MOU to the Board of County Commissioners for review and approval with enough time for any revisions to be made prior to December thirty-first of the year.

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

Failure to follow the procedure set forth in the MOU by the concerned officials is not grounds for, and will not result in, the dismissal of any charges or complaint arising from any reported case of abuse or neglect or the suppression of any evidence obtained as a result of reported child abuse or child neglect and does not give, and will not be construed as giving, any rights or any grounds for appeal or post-conviction relief to any person pursuant to section 2151.4223 of the Revised Code.

This MOU will be governed by and construed in accordance with applicable state and federal laws and regulations. Any identified or listed citations to Ohio Administrative Code revised during the implementation of this MOU are to defer to the current finalized codification. In the event any other portion of this MOU is inconsistent with state or federal law, that portion will be without effect as if stricken from the document and the remaining portion will remain in full force and effect.

VIII. SIGNATURES OF EACH PARTICIPATING AGENCY

The signature section authorizes the participating parties of the agreement to begin enactment of MOU protocols and activities. The participating members agree to follow the terms of this MOU and to meet at minimum once every biennium to review terms and conditions, evaluate if updates are needed, and sign a new or amended MOU **These meetings will occur on the second Monday of September at 9:00 a.m. unless otherwise agreed upon by the participating parties.**

If any individual serving as a signatory changes mid-term, the PCSA is to provide the new required member with the current MOU. The new member remains bound by the most recently approved version of the MOU. Their signature is to be obtained.

If the PCSA participated in the execution of a memorandum under section 2151.426 of the Revised Code establishing a CAC, each participating member of the CAC is a required signatory on this MOU.

A required member to this agreement may terminate their involvement in the MOU for good cause upon giving reasonable written notice to the other required members in this MOU. **Members will provide written notice to the PCSA Administrator and shall be no less than 30 days.**

Any party may request modifications in writing to all participating parties. All parties shall respond within 30 days of receiving the request for modification.

If any party wishes to terminate their involvement, said party shall provide written notice to the Delaware County Prosecutor's Office and PCSA Administrator. Notice shall include reasons for terminating participation.

The MOU may be signed in person or electronically.

Delaware County Juvenile Court, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Delaware County Sheriff, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Delaware City Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Westerville City Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Genoa Township Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Dublin Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Powell Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Ashley Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Ostrander Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Columbus Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Sunbury Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Shawnee Hills Police Department, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Delaware County Humane Society, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Delaware County Prosecuting Attorney, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Delaware County Department of Job and Family Services
Social Services Division, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

Ohio Department of Natural Resources, Name, Title Date
Is this agency a participating member of the CAC referenced in Section II(G)? ☐ Yes ☐ No

IX. Refusal to Sign ☐ Not Applicable *(if selected, this section is not relevant.)*

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

Date: **[Enter date of refusal]**

Agency, Name, Title: **[Enter the name of the agency, required individual, and their title.]**

Reason the individual refused to sign:

[Enter the reason the individual refused to sign the text box and the attempts to solve the identified barrier.]

Date: **[Enter date of refusal]**

Agency, Name, Title: **[Enter the name of the agency, required individual, and their title.]**

Reason the individual refused to sign:

[Enter the reason the individual refused to sign the text box and the attempts to solve the identified barrier.]

Date: **[Enter date of refusal]**

Agency, Name, Title: **[Enter the name of the agency, required individual, and their title.]**

Reason the individual refused to sign:

[Enter the reason the individual refused to sign the text box and the attempts to solve the identified barrier.]

X. Board of County Commissioners

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

County Commissioners Signature and Date/Resolution/Vote

The Board of Delaware County Commissioners hereby review and approve the Delaware County Memorandum of Understanding.