

## POLICY 36. CRIME LABORATORY CALLOUT PROTOCOL

### A. Overview

1. The Sheriff's Crime Laboratory provides technical assistance primarily for Major Crimes Division (MCD) cases, sexual assault cases, specialized investigation procedures, and under certain circumstances local investigations. The Crime Laboratory can also provide training consultation on evidence collection and preservation, and DNA collection kits (which can be used as Reference Oral Swab Kits).

### B. MCD cases

1. The Crime Laboratory will respond to all field service requests involving cases investigated by MCD detectives. Crime Laboratory personnel responding to MCD field service requests will provide photography, fingerprinting, evidence collection, crime scene diagramming, and other related services.
2. The Crime Laboratory will dispatch one forensic evidence technician (FET) and one criminalist to crime scenes investigated by MCD detectives, except arson requests, which usually require the services of an FET only. Additional personnel will be sent upon request.
3. For officer involved shootings (OIS) investigated by the Homicide Unit, the Crime Laboratory will dispatch one FET and one criminalist to process the scene which includes a shooting incident reconstruction.
4. The on-call homicide sergeant is to be notified of non-injury officer involved shootings. Based on information received, the sergeant will determine the Homicide and Crime Laboratory resources needed.

### C. Sexual assault cases

1. Crime Laboratory field personnel will respond as needed to field service requests involving the investigation of sexual assault cases, including processing of vehicles.
2. The Crime Laboratory will not respond to field service requests for assistance with a sexual assault case if the case is being worked by patrol personnel only. Supervising criminalist approval is necessary for an exception in these types of cases.

### D. Specialized investigation requests

1. The Crime Laboratory may, on a case-by-case basis and as resources permit, respond to field service requests involving investigations that require specialized procedures and/or equipment not available to an outside agency or area station personnel. For such requests, the Crime Laboratory is authorized to provide only the specifically requested service or test and will not provide other field call services, such as fingerprinting, photography, diagramming, or evidence collection (these duties must be performed by the investigator or other law enforcement personnel working the scene). Supervising criminalist approval is necessary for these types of cases.

#### E. Local investigations

1. In rare instances where the case rises to the level of a "Major" incident, Crime Laboratory personnel may be dispatched to assist in local investigations. In those instances, the station lieutenant or captain must initiate the request with the supervising criminalist.

#### F. Vehicle storage request at Crime Laboratory garage

1. Due to an ongoing shortage of vehicle storage bays at the Crime Laboratory, vehicle tows to the Crime Laboratory vehicle examination garage will be permitted only for the following instances:
  - a. The Crime Laboratory has explicitly given permission to the Property and Evidence Unit to tow vehicles involved in MCD cases. Permission will be granted based on the availability of spaces and priority of the vehicle's need for storage at the Crime Laboratory.
  - b. The Crime Laboratory has explicitly given permission to the Property and Evidence Unit to tow vehicles involved in sexual assault cases. Permission will be granted only if the assault occurred inside the vehicle and based on the availability of spaces and priority of the vehicle's need for storage at the Crime Laboratory.
2. When vehicle storage space is not available at the Crime Laboratory, alternative storage sites shall be utilized.

#### G. Other Crime Laboratory services

1. The Crime Laboratory offers the following non-field investigatory assistance:
  - a. Training for evidence collection and crime scene processing.
  - b. Consultations by phone on evidence collection and crime scene processing matters on a 24/7 basis. Consultations may be requested by calling [REDACTED] [REDACTED] during business hours or the Communications Center at [REDACTED] after hours.

- c. DNA Collection kits are available at each area station and detention facility. Please email the Forensic Biology Unit contact to order additional DNA Collection kits. The email address of the current contact can be obtained by calling the Crime Laboratory at [REDACTED]