DEPARTMENT OF CORRECTIONS

Policy Number:	**107.085**
Title:	**Response to Reports of Missing and Endangered Persons/Children**
Effective Date:	**5/15/18**

PURPOSE: To provide guidelines for reporting and assisting law enforcement agencies in missing and endangered persons cases. FAUMs must report any incidences of missing and endangered persons/children to the law enforcement agency of jurisdiction. If the law enforcement agency requests assistance in locating a missing and endangered person, FAUMs must assist to the best of their ability while staying within statutory guidelines.

APPLICABILITY: Minnesota Department of Corrections (DOC) fugitive apprehension unit members (FAUMs).

DEFINITIONS:

Child – any person under the age of 18 or any person certified or known to be mentally incompetent.

Endangered – when a law enforcement official has received sufficient evidence that the missing person is at risk of physical injury or death. The following circumstances indicate a missing person is at risk of physical injury or death:

1. The person is missing due to a confirmed abduction or under circumstances that indicate the person's disappearance was not voluntary;
2. The person is missing under known dangerous circumstances;
3. The person is missing over 30 days;
4. The person is under the age of 21 and at least one other factor in this list is applicable;
5. There is evidence the person is in need of medical attention or prescription medication;
6. The person has no pattern of running away or disappearing;
7. The person is mentally impaired;
8. There is evidence the person may have been abducted by a noncustodial parent;
9. The person has been the subject of past threats or acts of violence;
10. There is evidence the person is lost in the wilderness, backcountry, or outdoors where survival is precarious and immediate investigation and search and rescue efforts are critical; or
11. Any other factor that the law enforcement agency deems to indicate the person may be at risk of physical injury or death, including a determination by another law enforcement agency that the person is missing and endangered.

Missing – the status of a person after a law enforcement agency that has received a report of a missing person has conducted a preliminary investigation and determined the person cannot be located.

PROCEDURES:

A. When a FAUM has reason to believe a person is missing and endangered, the FAUM must report the information to the law enforcement agency with jurisdiction.

B. If the FAUM receives the information while working within the jurisdiction of the incident, the FAUM should radio the dispatcher immediately of the missing and endangered person and all pertinent physical descriptors.

C. The FAUMs must stay at the scene until local law enforcement arrives, if appropriate.

D. FAUMs must complete a fugitive apprehension unit augmented criminal investigation support system (ACISS) report documenting their involvement in the attempt to locate a missing and endangered person and must make this report accessible to the law enforcement agency with jurisdiction.

E. FAUMs must send the fugitive apprehension unit ACISS report, retained in the ACISS case management system, to the director of the office of special investigations (OSI) and to the FAUM's supervisor.

F. The director of OSI contacts the Minnesota Department of Public Safety - Bureau of Criminal Apprehension (BCA) through filing a monthly report. The original report is retained by the director of OSI.

INTERNAL CONTROLS:

A. FAUM reports are retained in ACISS.

B. Monthly reports to the BCA are retained by the director of OSI.

ACA STANDARDS: None

REFERENCES: Minn. Stat. §§ 626.8454, subd.3 and 299C.53

REPLACES: Division Directive 107.085, "Response to Reports of Missing and Endangered Persons," 3/17/15.
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

APPROVALS:
Deputy Commissioner, Community Services
Deputy Commissioner, Facility Services
Assistant Commissioner, Facility Services
Assistant Commissioner, Operations Support