

“Keep Orlando a safe city by reducing crime and maintaining livable neighborhoods.”

**ORLANDO POLICE DEPARTMENT POLICY AND PROCEDURE
2212.0, DISTRICT YOUTH LIAISON TEAM**

EFFECTIVE:	1/19/2022
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CHIEF OF POLICE	ORLANDO ROLÓN

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It is the mission of the Orlando Police Department to keep Orlando a safe city by reducing crime and maintaining livable neighborhoods.

POLICY: The Youth Engagement Strategy program serves as an opportunity for OPD to assess crime amongst teenage youth, build trusting interactions, and engage youth and youth offenders in community programs and services. It is the policy of the Orlando Police Department to use, whenever possible, a specially trained group of sworn officers who will be first responders to connect with youth in the community. This program will enhance engagements aimed to foster a positive outcome for youth offenders and victims, reduce recidivism, and provide a protective path for their future. In partnership with our community, we can make a difference by enhancing positive relationships between the police and the community, thereby providing the resources necessary to reduce youth arrests and provide a second chance to youth offenders referred to as the Second Chance Model. This policy establishes the operational guidelines of the Youth Outreach Coordinator, and the duties of the District Youth Liaison (DYL) Team under the Youth Engagement Strategy.

PROCEDURES:

1. DEFINITIONS

Youth: A person under 25 years old defined in three stages: early adolescence (under 14), middle adolescence (15-17), late adolescence and early adulthood (18-24).

Youth Violence: Youth violence is the intentional use of physical force or power to threaten or harm others by young people ages 10-24. It typically involves young people hurting peers who are unrelated to them and whom they may or may not know.

District Youth Liaison: Designated volunteer sworn officer who works with the Youth Outreach Coordinator to identify and connect with at-risk youth and youth offenders in the community. They will act as the liaison for their assigned areas. Example of duties include:

- Notifying Youth Outreach Coordinator of youth arrests via DYL Contact Sheet.
- Working with School Resource Officer's (SRO) in staying abreast of youth activity in their area.
- Building relationships with parents and youth in their area.
- Assisting the Youth Outreach Coordinator with providing youth and their parents with connections to community services and resources in efforts to deter delinquent behavior.

DYL team members handle only those incidents that do not rise to a level of a high-risk incident, as outlined in current Policy & Procedure 1306, Guide for Hostage, Suicidal, and Barricaded Person Situations.

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There will be a time where members will encounter young adolescents 18 -24 years of age. Engagement with young adolescents will not be the same as juveniles. Members still have an opportunity to connect these adolescents in need of services to various established community partners. DYL Team Members handle only those incidents that do not rise to a level of a high-risk incident, as outlined in current Policy & Procedure 1306, Guide for Hostage, Suicidal, and Barricaded Person Situations.

School Resource Officer: A school resource officer, by federal definition, is a career law enforcement officer with sworn authority who is deployed by an employing police department or agency in a community-oriented policing assignment to work in collaboration with one or more schools.

Second Chance Model: In partnership with our community, we can make a difference by enhancing positive relationships between the police and the community, thereby providing the resources necessary to reduce youth arrests and provide a second chance to youth offenders.

The Second Chance Model will be used to address identified criminal offenses among youth. It will serve as an opportunity for youth offenders to change their delinquent behavior in support of a non-physical arrest. If the Second Chance Model is used instead of a physical arrest, it will be documented on the DYL Contact Sheet. The Second Chance Model will adhere to Policy & Procedure 1203, Juvenile Civil Citation Program.

2. YOUTH OUTREACH COORDINATOR

The Youth Outreach Coordinator is responsible for performing work related to youth crime and intervention in support of the Orlando Police Department's mission. The Youth Outreach Coordinator will serve as a liaison between the Police Department and the public, schools, and other agencies and nonprofits regarding youth crimes and intervention; connect youth to programs and services; give presentations on related topics pertaining to at risk youth; oversee volunteer officers assigned to assist in youth engagement; work with the Group Violence Unit and the Crime Analyst Unit on social media concerns; coordinate youth involvement in outreach events with the Community Relations Division, conduct research, and analyze performance measures, policies and procedures. The coordinator also oversees the programs initiated in the YES (Youth Engagement Strategy), such as the Junior Reserve Law Enforcement Program, Teen Summit, and the Parents Seminar. Work is performed primarily independently with supervision by the Staff Director and Chief of Police.

3. TEAM MEMBER SELECTION

3.1 CONSIDERATION FOR ASSIGNMENT

Any member who has completed his/her probationary period and is in good standing may request consideration for assignment as a District Youth Liaison. The memorandum should include reasons the member desires to join the District Youth Liaison Team, educational background, and any specialized school or training the member has attended which may assist him/her in the duties of a DYL Team Member. The applicant must obtain written recommendation and positive endorsements through his/her chain of command.

3.2 APPLICANT EVALUATION

The Youth Outreach Coordinator and the Staff Director will review each applicant's memorandum and endorsements, work and discipline history, and any demonstrated efforts in positive community engagement and interactions.

4. TRAINING

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The Youth Outreach Coordinator will maintain a log of all training conducted involving DYL Team Members. DYL team members will have quarterly training to support the Youth Engagement Strategy's mission and effort to reduce youth offenses and engage the community. The log will include a list of attendees; time, date, and type of instruction; the instructor, and the location of the training.

The DYL team training is mandatory. If a member is unable to attend training, he/she must notify the Youth Outreach Coordinator as soon as possible. Repeated absences from training shall result in the member's removal from the team. Training will adhere to all training documents required by other policies.

5. UTILIZATION OF A DISTRICT YOUTH LIAISON TEAM MEMBER

5.1 INCIDENTS

When possible, a DYL officer shall be dispatched to calls or incidents involving confirmed or suspected youth who engage in criminal offenses. The DYL Team Member will support building better relationships between the police and the community, thereby providing the resources necessary to reduce youth arrests and provide a second chance to youth offenders when applicable. Juvenile Civil Citations will be used to address identified criminal offenses among the youth. It will serve as an opportunity for youth offenders to change their delinquent behavior in support of a non-physical arrest. If a Juvenile Civil Citation is used instead of a physical arrest, it will be documented on the DYL Contact Sheet. Any issuance of a Juvenile Civil Citation must adhere to Policy & Procedure 1203, Juvenile Civil Citation Program. The Youth Outreach Coordinator will provide Communications with a list of all current DYL Team Members. Communications may refer to the list for dispatch or may request a DYL Team Member over the radio.

5.2 DYL DUTIES ON SCENE

The primary patrol officer on the scene shall be responsible for the entire call or incident, including dialogue with the youth person, determining appropriate action to be taken, and all necessary paperwork. Other officers on the scene shall provide backup as needed. The patrol officer shall maintain responsibility of the call or incident. If a DYL officer is the assigned primary or back up officer, he/she will complete those duties.

When a DYL officer is called for assistance, The DYL team member will assist primary or back up officers by providing a connection of resources and services to the contacted youth and/or family members. A DYL Contact Sheet will be completed for the contacted youth. DYL Contact Sheets will be available and completed on the N: Drive by patrol units when a youth arrest occurs, contact is made with a confirmed or suspected youth offender, and a DYL team member is not available. If a DYL team member is available, he/she will complete a DYL Contact Sheet. If a DYL team member is not available, the primary officer will complete the DYL Contact Sheet. DYL Contact Sheets will be completed by the end of shift for tracking purposes and identification of needed services. This includes any warrants entered for violation of probation or federal/state/municipal laws. DYL Contact Sheets will consist of the youth's name, offense, case number, parent contact information, and probation status, if applicable (See Attachment A). *DYL Contact Sheets are available in the N: Drive/OPD/Forms/DYL Contact Sheets folder. All completed DYL Contact Sheets will be place in the N: Drive/OPD/DYL Contact Sheets/Put DYL Contact Sheets Here! folder.* The coordinator will evaluate the DYL Contact Sheet and assign it to a DYL team member. This information will assist with validation, compliance with court-ordered probation requirements, and connection to other needs and services. **The DYL Contact Sheet shall NOT be included in any arrest or charging package. This form is for internal use only and SHALL not be released to the public without prior approval from the OPD Legal Department. ONLY attach photographs from JAC or public databases after an arrest.**

5.2.1 FOLLOW UP WITH YOUTH CONTACTS AND ENGAGEMENT

When a DYL Contact Sheet is completed, the Youth Outreach Coordinator or DYL Team Member will conduct a follow up to identify and connect the young person and/or his/her family member to available resources and community services. This will be done in effort to redirect criminogenic behavior and positively engage youth. The DYL Team Member will make the individual and/or a family member aware of the available resources and community services, and assist them in the connection with those services. An officer will document referred/contacted services on the DYL Contact Sheet. DYL team members will be assigned to a patrol sector to promote positive engagement within the

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community and any areas associated with youth offenders for two hours of their assigned shifts, staffing and calls permitting.

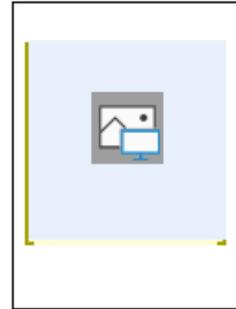
2212.0 P&P 1/2022

ATTACHMENT A

District Youth Liaison (DYL)

Contact Sheet

Officer:	[]
DYL Officer: YES / NO	[]
Case Number:	[]
Date:	[]
Address of Contact:	[]
Patrol Sector / District:	[]
Juvenile: YES / NO	[]
Arrested: YES / NO	[]



Name:	Offense:	Parent Name:
[]	[]	[]
Phone Number(s):	Probation: YES / NO	Residence Address:
[]	[]	[]
Date of Birth	Race / Gender:	School:
[]	[]	[]

Additional Notes: []

Submit completed form to N: Drive / OPD / Forms/ DYL Contact Sheets, by the end of shift.

This form shall NOT be included in any arrest or charging package. SENSITIVE. This form is for internal use only and SHALL not be released to the public without prior approval from the OPD Legal Department. ONLY attach photographs from JAC or public databases after an arrest.