



Washington Association of
**SHERIFFS &
POLICE CHIEFS**

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Washington State
Gambling Commission

VACANT
FBI—Seattle

Steven D. Strachan
Executive Director

WASPC GENERAL BUSINESS MEETING

VIRTUAL MEETING

9:00 – 10:30 AM | WEDNESDAY, NOVEMBER 18, 2020

AGENDA

Call to Order

- Presidential Remarks – President Craig Meidl
- Approval of Minutes from June 23, 2020 Meeting – President Craig Meidl
(Approval Required)

Resolutions - (none presented)

Committee Reports presented in writing (Approval Required)

Liaison Reports presented in writing (no approval needed)

Action Items – Approval Required:

- Scenes of Violence/Rescue Task Force Model Policy
- Update to the WASPC Model Policy on Sex Offender Registration and Community Notification
- Update to the WASPC Model Policy Regarding Officer Involved Critical Incident Investigations
- WASPC Strategic Intentions 2020-21

General Updates

- Special Olympics of WA Thank You to Law Enforcement – Officer Donovan Heavener, Director of the Special Olympics of WA LE Torch Run (Federal Way Police Department)
- Jail management with COVID-19 and any DOH issues related to the pandemic – Dr. Marc Stern

Announcements – Legislative Update to immediately follow this meeting (separate registration required)

Adjourn



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**WASPC GENERAL BUSINESS MEETING
2020 SPRING MEETING – VIRTUAL MEETING
TUESDAY, JUNE 23, 2020 | 1:00 PM**

Call to Order

President John Snaza opened the meeting at 1:00 PM by thanking everyone for attending our first-ever virtual General Business meeting.

Approval of Minutes from November 20, 2019 Meeting

Chief Craig Schwartz from Pacific PD moved to approve the General Business minutes from the November 20, 2019 meeting in Chelan. It was seconded by Chief Steve Crown of Wenatchee PD. The motion to approve carried.

Resolutions

There were no resolutions presented.

Election Results

Chief Chuck Spoor from Raymond PD, who is the Membership Committee Chair, provided the results of the on-line voting for Board officers as follows:

Vice President – Chief Steve Crown, Wenatchee PD

Treasurer – Chief Brett Vance, Montesano PD

Sheriff at Large – Sheriff Tom Jones, Grant County Sheriff's Office

Chief at Large – Chief Gary Jenkins, Pullman PD

Chief Spoor thanked everyone for participating in our first on-line vote. Congratulations to all. The newly comprised Board will take effective immediately following the adjournment of the General Business meeting today.

Executive Director Report

Steve Strachan, WASPC Executive Director announced that the Governor will be having a press conference to discuss the use of personal face masks by Washingtonians later today. Masks are now mandated in Yakima County.

Steve also noted that Chief Rod Covey of the Port of Seattle Police Department, and a WASPC Board member, has been placed on administrative leave by the Port of Seattle due to an internal issue. He cannot serve on the Board while in this capacity. If the leave of absence is short-term, the Executive Board will leave his position vacant. If the duration is longer than 30 days, new President Craig Meidl may make an appointment to serve out that unexpired term.

Committee Reports (approval required)

The following committees submitted written reports for the record. The reports are attached hereto and become a part of these minutes.

Serving the Law Enforcement Community and the Citizens of Washington

- Boating Safety – Attached
- Corrections – Attached
- Financial Services & Personnel – Attached
- Grants Committee – Nothing to report
- Homeland Security/Intelligence – Nothing to report
- Indian Country Law Enforcement – Nothing to report
- LE Education & Training – Attached
- Legislative – Comprehensive report given immediately following conclusion of GBM
- Membership – Attached
- Model Policy – Attached
- Professional Services – Attached
- Public Trust – Nothing to report
- Sex Offender Notification Liaison - Attached
- Small Agency – Nothing to report
- Technology – Nothing to report
- Traffic Safety – Attached
- University Policing – Nothing to report
- Wellness & Resilience – Nothing to report

Motion: Sheriff Tom Jones moved to approve by a consensus vote all of the reports as submitted. Chief Mike Lasnier of the Suquamish Tribal Police Department seconded. The motion carried.

Liaison Reports (no approval required)

- LEIRA Liaison Report – Attached hereto and become a part of these minutes.

General Updates

Traffic Safety Commission Update – Pam Pannkuk, Interim Director

Pam introduced Wade Alonzo to cover several important initiatives the Commission is engaged in.

- Wade highlighted the Click It Or Ticket campaign and provided his thoughts on how the Commission may change their high visibility enforcement model.
- Because of the pandemic, the national campaign has been moved from May to November this year. They also plan to hold another Click It or Ticket campaign in May 2021 as usual.
- Washington has historically had a very high rate of seat belt use. As a state, our wear rate is around 94%. When we dig a little deeper into the data, we see that there are a few pockets around the state that have lower use rates.
- The Commission is interested in influencing all Washingtonians to use their seat belts.
- For years, the Commission has been funding overtime patrols as part of the national Click It Or Ticket campaign as a way of keeping that use rate up high and encourage everyone to buckle up.
- Their federal funding partner NHTSA, actually requires every state to participate in click or ticket in order to remain eligible to receive federal funding.
- Their approach has been to distribute a little bit of money to all 160 law enforcement agencies.

- They only have \$130K budgeted for local agencies. That means individual agencies only get a small amount of funding for the overtime patrols.
- They are pursuing an experiment using a more data driven approach.
- Instead of spreading that little bit of funding over 160 agencies, for the next few year, they want to focus those funds to agencies in counties that have the highest level of need, **based on seatbelt use rates** from the annual observational survey and **crash data involving unbuckled victims**. Wade is happy to send this data to anyone who is interested.
- The data show that 10 counties have lower seat belt use, higher unbuckled occupant deaths or a combination of both: Okanogan, Pierce, Benton, Kittitas, Walla Walla, Yakima, Thurston, Stevens, Grays Harbor, and Spokane
- The TZMs and LELs from these 10 areas will be invited to a call next month to learn the details about this new approach.
- Because the Commission believes that the best solutions to this problem can be found within the community, they will be inviting our partners in these high need communities to think creatively.
- WTSC also funds high visibility enforcement for distracted driving and impaired driving. They are exploring how we can use data and experience to make these programs more effective. WASPC Traffic Safety Committee Co-Chairs, Wenatchee Police Chief Steve Crown and Lewis County Sheriff Rob Snaza, are working with the Commission to set up a traffic safety subcommittee to advise WTSC as we look at changes.
- They anticipate this work to begin 2021. Wade is interested in hearing your thoughts about all of this. Please reach out to him at walonzo@wtsc.wa.gov or call him at 360-999-0842.

Pam also shared that the Commission will be issuing a press release relative to a traffic safety emphasis on motorcycles on the I-90 corridor June 26-28, 2020. The patrols will focus on illegal driving behaviors by both motorcycle riders and other vehicle drivers. The Washington State Patrol will be working with law enforcement agencies in **Kittitas, Grant, Adams, Lincoln, and Spokane Counties** focused on drivers and riders who commit traffic safety violations.

Criminal Justice Training Commission – Sue Rahr, Executive Director

BLEA and COA Update

- Please watch for the Basic Training Update that is being sent every week to our entire stakeholder list.
- CJTC is back up to four BLEA classes on campus, soon to be five.
- Highlights
 - PAT administered by home agencies
 - Equiv delivered remotely
 - BLEA class schedule posted on website
 - **Please** send in applications if you intend to keep hiring (we need this information to protect our budget, which we expect to be slashed if we can't demonstrate that agencies are still hiring)

24-Hr. Annual Training Requirement Update

- CJTC has been diligently working to make free and low-cost online training available to stakeholders.
- The monthly LEDs are uploaded on our ACADIS platform. CJTC will continue to make these available each month, giving stakeholders the opportunity for 12 hours of training

- credit per year.
- CJTC is not scheduling in-person advanced training classes yet. We hope to be able to this fall.
- The 21st Century Police Leadership (21 CPL) program is now complete, (just in time for COVID). They are in the process of converting it to a remote learning platform.

Renewed Interest in LETCSA

- The Law Enforcement Training and Community Safety Act (formerly I-940) is under renewed scrutiny
- The relevant WACs are available on CJTC's website
- The WACs (adopted in Dec. 2019) contain the plain language rules for independent investigations. The rules are intentionally flexible.
- The Investigation Guidelines and other documents will be formally approved at the July 8th Commission Meeting
- Many activists and elected leaders are stating the rules don't work. Sue believes the rules *will* work if they are *followed*. Right now CJTC lacks the means to monitor and demonstrate compliance.

The rules did not include accountability

- The following overview illustrates a proposal that was made at the July 2019 meeting of the Statutorily Named Stakeholders.
- By consensus they decided not to pursue rules for any type of data gathering or review of completed investigations *at that time*.
- In recent conversations with community stakeholders, they are interested now.

Action Steps – Shared with Legislators

- **Peer Intervention Program** - We are poised to implement this training in BLEA, then the LETCSA In-Service training. The ABLE Project is a signature program within Georgetown Law's Innovative Policing Program, and it will lead the effort to create a police culture of intervention to prevent police misconduct and to protect officers and the public from dangerous mistakes.
- **Statewide Training App on the phone of every officer in the state** - We need to accelerate getting training into the field. The same app used for (C2) can also be used for "micro training" on a variety of subjects
- **Implement Accountability for LETCSA** - (Phase 4) This can be done immediately while we strive to get completely independent teams up and running

Update on DARE America

Dennis Osborn, DARE America Regional Coordinator, thanked everyone for the opportunity to provide an update on the DARE America Program. Dennis retired as Colonel of the Nevada Highway Patrol in 2017 and took the position with DARE. The program started in 1983 by former Chief Darrell Gates of the LAPD. The program has changed dramatically over the years. It is still a K-12 program and is presented at schools by uniformed law enforcement. The new curriculum is called "Keeping it Real" and is focused on 5th and 6th graders. It was developed for educators. Lessons can be completed in about 45 minutes and just require an agreement by the law enforcement officer and the school. There is another new program for high schools called "Real Messages" focusing on how retailers market to under age students for things like alcohol.

DARE is looking at sponsoring a DARE Officer training in 2021. Chief Ken Hohenberg from Kennewick PD has offered to co-host it. If anyone is interested or would like additional information, Dennis can be reached at dennis.osborn@dare.org.

Chief Hohenberg has been involved in the DARE program since 1988. It has proven to be a great engagement tool for young people and the communities in which they live to build public trust. The Chief thanked Dennis for taking time to talk to WASPC members about the program. The Chief is also available for questions or comments about the program and is a big supporter.

Steve reminded everyone that after the General Business meeting adjourns, immediately following will be James McMahan, Policy Director, providing an update on bills from the last legislative session. The second part of that will be Steve presenting information about policy recommendations for the legislature. The document he will be discussing will be provided to all WASPC members on Wednesday.

This is the last meeting for Chief Ken Thomas as Past President and Sheriff Bill Benedict as Sheriff at Large Executive Board members. Sheriff Benedict is being replaced by Sheriff Tom Jones of Grant County. President Snaza thanked them both for contributions to the Board and the Association.

There being no further business to discuss, the meeting adjourned at 1:37 PM.

Respectfully submitted,

Deb Gregory
Executive Assistant
WASPC



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WASPC Fall 2020 Conference Committee Reports

Standing Committees

Boating Safety

No report.

Corrections

No report.

Grants Committee

Nothing new to report.

Homeland Security/Intelligence

No report.

Indian County Law Enforcement

No report.

Law Enforcement Education & Training

No report.

Legislative Committee

The Legislative report will be provided as a stand-alone portion of the WASPC conference.

Membership

Model Policy

The Model Policy Committee has three projects currently underway:

1. **Scenes of Violence/Rescue Task Force Model Policy.**

This policy was developed using a more detailed policy adopted by the King and Snohomish County Chiefs Associations, and has been adapted to be applicable statewide and to facilitate joint adoption between WASPC and the Washington Fire Chiefs Association. The Model Policy Committee met with representatives of the Fire Chiefs Association to review and discuss the proposal. The Fire Chiefs Association has recently indicated that they are satisfied with the draft policy and will be moving it forward for adoption by their membership in November.

The WASPC Model Policy Committee recommends that the attached draft model

policy by moved for adoption by the WASPC membership during the November conference.

2. Update to the WASPC Model Policy on Sex Offender Registration and Community Notification

From time to time, the WASPC Model Policy Committee on Sex Offender Registration and Community Notification requires updating as a result of new case or statutory law. This update is primarily a result of a project recently undertaken by the Sex Offender Policy Board, which contained a few recommendations for WASPC's Model Policy. The WASPC Sex Offender Notification and Registration Committee considered the recommendations and presented its recommendations to the WASPC Model Policy Committee. The recommended changes have been provided to the Model Policy Committee for review.

The WASPC Model Policy Committee recommends that the attached proposed revisions to the WASPC Model Policy on Sex Offender Registration and Community Notification by moved for adoption by the WASPC membership during the November conference.

3. Update to the WASPC Model Policy Regarding Officer Involved Critical Incident Investigations

The Model Policy Committee is reviewing the WASPC Model Policy Regarding Officer Involved Critical Incident Investigations, adopted in 2011, to identify revisions that are required as a result of the requirements for independent investigations into officer involved uses of deadly force. This work is ongoing, and the Model Policy Committee does not expect to have a draft ready for adoption during the November conference.

The WASPC Model Policy recommends that the current Model Policy Regarding Officer Involved Critical Incident Investigations be removed from the WASPC website, as it recommends practices that are no longer legal. Once an updated policy is adopted, it should be uploaded to the website.

Professional Services

Nothing new to report.

Public Trust

Nothing new to report.

Small Agency

No report.

Technology Committee

No report.

Traffic Safety

No report.

University Policing

No report.

Wellness and Resilience

No report.

Liaison Committees

Sex Offender Notification & Registration

The Offender Watch & SONAR committee continues to meet quarterly, the last meeting was held via webinar on July 14th, 2020. These meetings and trainings continue to be a great resource for RSO Coordinators across the state. Meetings are held on the second Tuesday of every January, April, July and October. Agency participation in at least one Offender Watch/SONAR Committee meeting per year is required for Address Verification Grant funds. Agencies continue to be more involved and provide assistance and guidance to each other as they all process through various issues and court decisions.

We were able to hold a Static 99 training on July 13th, 2020. This was the first time we have held this training virtually, it seemed to go well. WASPC staff are working on another Static 99 training before the end of the year.

The new requirements to the Address Verification Grant agreements are going well. This has proven to be successful as agencies are diligently working to ensure their agencies are meeting the new requirements even with COVID limitations. Face-to-face verifications are an important part of our role in helping to keep communities safe. WASPC staff will continue to assist agencies with Offender Watch audits and accurate verification record keeping.

The Sex Offender Policy Board continues to work on the assignment given earlier this year by the legislature. The assignment is to review current RCWs and processes, outline current issues and recommend solutions related to RCW 71.09 Sexually Violent Predators and their releases to the community. Sheriff Manke is the WASPC representative and has been participating with the SOPB and sub-committees. The SOPB broke the assignment into sub-committees, and Terrina Peterson was assigned to chair the Community Notification Sub-Committee. This committee completed its assignment and has presented recommendations to the full SOPB. Some recommendations to update the Model Policy have already been incorporated in the latest policy update out for review. An additional recommendation for WASPC to create educational documents to help educate the community on Sex Offender Registration and Notification, WASPC staff are currently working on these materials and hope to have them out by the end of the year.

Agencies have been working to address the recent Batson decision regarding registration of offenders with out of state convictions. This decision requires a legal comparison of the original

conviction state statute to WA statute. The result of this is that some offenders are not required to register due to the specifics of WA RCWs. The case is currently being review by the Court of Appeals and we hope to see a decision in the near future.

The Offender Watch Conference in New Orleans was rescheduled again, the new dates are May 24-27, 2021.

In response to COVID-19 some agencies had to adjust how they process new and updated registrations resulting in incomplete registrations. RSO Coordinators have been tracking these registrations and keeping lists of offenders that will need to come back to the office to complete their registrations. Most agencies have begun the work to get the offenders back in the office and the registration complete. We want to thank everyone for working hard to maintain accurate records so that agencies can get these registration complete as soon as possible. Please don't hesitate to reach out to Terrina Peterson at WASPC if your agency need any assistance or has any questions about this process.

Due to COVID, we had to cancel the 2020 RSO Coordinator Conference we had planned for September 1-3. We are hoping to reschedule in 2021 with the support of the US Marshal Service. The next SONAR and OW User Group Meeting is scheduled for October 13, 2020.

Recommendations and/or actions to be taken: Adoption of the Model Policy updates.

Washington Law Enforcement Exploring Advisors (WLEEA)

This letter is serving in replace of the speech which is normally given at the Spring WASPC Conference and serves as an update from WLEEA.

2020 has started as a troubling year for WLEEA. Approaching our normal summer academy we had to make the hard decision to cancel our summer academy due to COVID-19 and the current orders issued by Governor Jay Inslee.

Through the help of Officer Henson from the Lakewood Police Department, Officer Henson and I were able to conduct a very successful zoom call with participants from across the State where we were able to engage Explorers and discuss current events occurring within Law Enforcement around the State.

However, the cancellation of our summer academy led to financial hardship for WLEEA, which as a non-profit we rely heavily on not only donations but our twice yearly Explorer academies for the revenue needed for items like our scholarship and succeeding academies. With the help and continued support of WASPC and donations received through a group based out of Arlington, WA; Community for Cops we were able to successfully raise \$4000. This money will be used to off-set our scholarship fund for this year and will put us in a position for next year should our winter academy be cancelled.

With that I would like to again send a heartfelt thank you to WASPC for agreeing to fund two of our scholarships compared to years past. This was a tremendous help to ensuring the continued backing of youth interested in Law Enforcement.

Scholarships were awarded to the following individuals:

- Katherine Stump – Clark County SO
- Payton Bergren – Tacoma PD
- Raven Gardner – Bellingham PD

In addition, to scholarships our “Of the Year” awards were selected utilizing peer recognition and systematic voting.

This year I am pleased to announce the 2019 Post of the Year is the Bellingham Police Department. This post is a constant participant in WLEEA events and they are always striving to work on increasing their presence in the community.

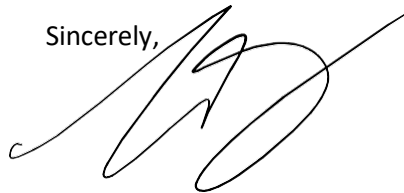
The 2019 Advisor of the Year is Officer Melissa Kranzler of the Bellingham Police Department. Melissa has since moved on from Law Enforcement to pursue a passion of helping victims by means of a court approved emotional support K-9. Melissa left behind an extremely successful program, and set her successor up for an ideal transition to continued success.

The 2019 Explorer of the Year is Explorer Gabby Velazquez of the Tacoma Police Department. Gabby has been explorer for the past several years attending numerous academies and achieving and attending the pinnacle academy of Explorer, the Academy Police Department.

Further, our 2020 Winter Academy is fast approaching normally scheduled for the end of December, as we continue into the year we are exploring options to still hold an academy while complying with the Governors orders if possible. A preliminary decision is slated to be made on October 21st.

In closing, thank you again for your continued support of a program that continues to engage youth from around Washington State in the great profession of Law Enforcement.

Sincerely,

A handwritten signature in black ink, appearing to be 'Mike Ellis', written over a horizontal line.

Officer Mike Ellis
Arlington Police Department
WLEEA President

DRAFT WASPC ~~Scenes of Violence~~ Rescue Task Force Model Policy

1.0 PURPOSE

- 1.1. The purpose of this policy is to enable the rescue and treatment of casualties during an ongoing scene of violence.
- 1.2. Law enforcement highly encourages joint training with fire/EMS and communication center personnel in their jurisdictions and regionally on a reoccurring basis.
To provide a framework for law enforcement and fire/EMS when responding to scenes of violence in mutual aid jurisdictions.
- 1.3. Establish a regional, multidisciplinary policy, doctrine and planning. A rescue task force should be considered for any incident involving ongoing violence, the potential for ongoing violence, or extended operations that include fire/EMS.
- 1.3. ~~Integrated and interoperable incident command and communications.~~

2.0 DEFINITIONS & COMMON TERMINOLOGY

- 2.1. ~~Active Shooter Incident: An event in which one or more people use deadly force on other people and continue to do so while having access to additional victims.~~
- 2.2.1 **Area Security**
 - 2.2.1.1 **Area Cleared:** An indication by law enforcement for an area that has been tentatively swept by law enforcement, however this area still requires force protection in the form of a Safety Corridor or Rescue Task Force. Likely the Warm Zone.
 - 2.2.1.2 **Area Secured:** An indication by law enforcement for an area that has been swept and secured and does not require force protection. Likely the Cold Zone.
- 2.2.3 **Casualty Collection Point:** A secure area designated or created for the temporary gathering, triage, medical treatment, holding, and/or evacuation of casualties during a mass casualty incident.
- 2.4. ~~Cold Zone: Areas where there is little or no threat. The area where the RTF delivers extracted victims. Fire/EMS conducts treatment and transport operations in this area. Unified command will be located in this area.~~
- 2.5. ~~Concealment: A barrier that prevents a provider from being seen; however, offers no ballistic protection.~~
- 2.6.3 **Contact Teams:** Law enforcement officers ~~Teams of law enforcement officers~~ whose primary responsibility are to find and neutralized stop an active threat(s).
- 2.7. ~~Cover: A barrier that has the potential to offer some ballistic protection.~~
- 2.8. ~~Counterpart: Personnel from different agencies that are assigned to jointly perform functions such as rescue groups.~~
- 2.9. **Evacuation Area:** Area where fire/EMS can safely treat and transport patients that does not require law enforcement presence for safety issues.

DRAFT WASPC ~~Scenes of Violence~~ Rescue Task Force Model Policy

- ~~2.10. Exclusion Zone:~~ The controlled zone designated to exclude all unauthorized personnel, responders, and equipment. Examples of exclusion zones could be holes in floors, explosive devices, or collapse hazards.
- ~~2.144. Force Protection:~~ The escorting of ~~fire/EMS personnel~~ by armed law enforcement in and out of a warm zone. Force protection will remain intact ~~with fire/EMS~~ except in circumstances in which an immediate threat is encountered. ~~In such cases the Priority of Life will be evaluated and acted upon.~~ Law enforcement will endeavor to provide an element of force protection to assist with ~~fire/EMS~~ extraction and/or provide cover until the threat is resolved. Force protection law enforcement officers ~~will should~~ maintain direct communication with ~~the~~ contact team(s).
- ~~2.12. Intelligence:~~ The collection of information from each scene, which would likely impact other events throughout the region. This includes, but is not limited to: incident location description (mall, theatre, etc...) suspect description(s), criminal methods used and suspect vehicle description(s).
- ~~2.13. Rescue Group Supervisor:~~ Law enforcement and fire/EMS supervisors working as counterparts who will oversee Rescue Task Force operations in and indirect threat or warm zone environment.
- ~~2.145. Rescue Task Force (RTF):~~ County wide plan outlining a ~~A multidisciplinary (team consisting of law enforcement and fire/EMS) task force personnel~~ designed to enable entry of fire/EMS into the ~~indirect threat (warm)~~ zone escorted by law enforcement to effect extraction of ~~patients-victims~~ who could not self-extract themselves. ~~The primary responsibility of fire/EMS personnel on a rescue task force is the initial triage, treatment and extraction of victims. The primary responsibility of law enforcement personnel on a rescue task force is the protection of the fire/EMS personnel. A Rescue Task Force (RTF) provides medical interventions consistent with Tactical Emergency Casualty Care Guidelines, or the individual county protocols the EMS providers are operating under.~~
- ~~2.156. Safety Corridor:~~ Access path to and from patient locations in the ~~indirect threat (warm)~~ zone to the cold zone ~~and/or evacuation area~~. This area will be protected by law enforcement with stationary personnel dedicated to on-going security allowing safe movement by ambulatory patients and fire/EMS personnel throughout the defined path.
- ~~2.16. Scenes of Violence:~~ Any type of incident in which fire/EMS personnel may be exposed to harm as a result of violent or threatening act(s). Such situations may include, but are not limited to: riots, fights, violent crimes, suicides, domestic disagreements, active shooters/killers, incidents with weapons, or any other circumstance where fire/EMS personnel may reasonably fear for their safety. Law enforcement should be the initial lead agency at such incidents. Law enforcement will address the threat and provide security in accordance with agency guidelines. Fire/EMS will address medical treatment and patient transport.
- ~~2.17. Shelter In-Place:~~ To take cover until it is deemed safe to evacuate.

DRAFT WASPC ~~Scenes of Violence~~ Rescue Task Force Model Policy

2.487. Staging Manager: (STAM) is responsible for managing all activities within the staging area. Staging areas are locations set up at an incident where resources can be placed while awaiting a tactical assignment. The purpose of the STAM is to reduce over convergence, improve communication, and improve assignment information and the proper formation of resources.

2.498. Threat:

2.498.1 Indirect Threat (Warm) Zone: Any area in the incident scene where there is a potential hostile threat to persons or providers, but the threat is not direct and immediate. This is the area of operation for the Rescue Task Force (RTF).

2.498.2 Direct Threat (Hot) Zone: Any area within the incident scene in which there is a direct and immediate threat ~~to persons or providers.~~ Only law enforcement should be present in the hot zone, and under no circumstances should fire/EMS personnel be present in a hot zone.

2.498.3 Cold Zone: Areas where there is little or no threat. The area where the RTF delivers extracted victims. Fire/EMS conducts treatment and transport operations in this area. Unified command will be located in this area.

2.20 Transition Period: ~~The point where law enforcement determines that a hot zone has become a warm zone, and directs rescue teams to enter an area and rescue patients/victims.~~

2.21. Triage: ~~The sorting and allocation of treatment to patients, especially battle and disaster victims, according to a system of priorities designed to maximize the number of survivors.~~

2.922 Transportation Corridor: An ingress and egress corridor that allows emergency equipment to move in and out of the area. This corridor needs to be set up early and kept open to allow ambulances, medic units, armor, and other specialty equipment to move in and out of the scene.

2.2310 Unified Command: An authority structure in which the role of incident commander is shared by two or more individuals (i.e. law enforcement and fire/EMS), each already having authority over a different responding agency or discipline. Agencies work together through the unified command to establish and execute a common set of objectives and strategies.

3.0 POLICYPROCEDURES

3.1 Planning for Response to Violent Scenes of Violence: ~~Each department shall communicate with their respective communication centers to make them aware of the contents of this policy and procedure, that it has been recommended for adoption by all law enforcement and fire/EMS agencies, and how they may work jointly to incorporate its provisions on scenes.~~

3.2 Priority of Life: The priority of life in violent, tactical situation, is as follows: Hostages/Victims; Innocent by-standers; Police/First Responders; Suspects/Subjects.

3.13 Situational Awareness: Situational awareness and danger avoidance is the primary strategy for protecting-ensuring the safety of rescue personnel ~~from injuries caused by~~

DRAFT WASPC ~~Scenes of Violence~~ Rescue Task Force Model Policy

~~violence~~. Always review premise history when available. Maintain situational awareness even if the scene is reported as safe (secure). Be aware that information is often limited and may be incorrect. When approaching a scene, pay attention to your surroundings.

3.42 Staging for Fire/EMS: Fire/EMS personnel responding to ~~potentially violent calls~~ scenes of violence should stage a safe distance from the scene. Communication centers may provide direction for fire/EMS units to stage or give information so that arriving law enforcement officers can make that determination. ~~Staging sites shall be determined and announced over the radio by first arriving law enforcement officers.~~ Responding units should not cross through the incident to access staging. If you cannot drive safely to the staging site, report this to dispatch/IC and setup a second staging site. Staging sites should not be in view of the incident scene and have "hard" barriers between the staged unit(s) and the scene. Unit(s) should make efforts to stage where suspects fleeing the scene cannot readily see them. Dispatch ~~shall~~ should confirm with all responding units the receipt of staging instructions. ~~This will require coordination among PSAPs.~~ As the incident grows, the incident commander or unified command will determine the location(s) for any established staging area(s) and the assignment of a Staging Manager.

3.5 ~~Secure Scene:~~ ~~Fire/EMS personnel should not enter the scene until they receive verbal or physical confirmation from law enforcement on location, either through fire dispatch or by face-to-face confirmation from law enforcement at the staging area where fire units are located, that it is safe to enter. It should be noted that potentially violent scenes are rarely completely "secure". Law enforcement may declare that certain areas of a scene can be deemed secure or stable to a point that would allow fire/EMS entry, while others may not be. In such cases the law enforcement officer in charge, in consultation with law enforcement command if possible, shall decide the level of police protection necessary for fire/EMS personnel to enter and the length of time personnel shall remain in the potentially dangerous zone. It is imperative that law enforcement communicate with fire/EMS agencies in their jurisdiction to ensure that they are familiar with language used by particular law enforcement agencies that indicate a scene is safe for fire/EMS to enter.~~

3.6 ~~Command Considerations:~~ ~~The law enforcement incident command (as determined per department policies) shall coordinate all mutual response activities with the fire department incident command. A unified command should be considered for any incident involving ongoing violence, the potential for ongoing violence, or extended operations that include fire/EMS.~~

3.6.1 ~~In the event that law enforcement has not established a formal command post due to operational issues, the fire department shall establish their own command and seek to include law enforcement as their personnel are available. This location should be communicated to law enforcement so that unified command can be established.~~

3.6.2 ~~The command post shall be established in an area that is separated from ongoing operations and is deemed safe from further violence or disruption.~~

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~~3.6.3~~ The law enforcement incident command should establish, or designate, appropriate personnel to assist with the collection and field level analysis of intelligence related to the scene of violence as soon as possible. This intelligence should then be shared across the region to assist with the prevention, investigation, suspect identification, apprehension and resolution of potential similar incidents within the region. This function will transition into, or liaison with, investigative resources as the incident grows.

~~4.0~~ Procedures

~~4.1~~ The first arriving law enforcement officers to a scene of violence will form a contact team(s) if feasible and deploy available/authorized long guns to address the immediate threat. (The deployment of long guns shall be deployed in accordance with department policy). First arriving law enforcement officers are not required to wait and form contact teams to address the threat. If a law enforcement officer believes he/she can mitigate the problem by taking immediate tactical action, the officer may do so.

~~4.2~~ **Unless immediate tactical action is necessary**, one of the initial arriving law enforcement officers shall assume incident command and establish a command post outside the immediate threat area as soon as practical. Priorities for the initial Incident Commander include establishing an inner perimeter for the immediate scene (keep the incident from expanding), locating a staging area(s) for incoming personnel, identifying ingress/egress locations for movement in and out of scene, coordinating with fire/EMS to establish unified command, and making proper mutual aid requests as well as chain of command notifications until relieved by the first arriving supervisor. While this may not be possible in all incidents or jurisdictions, it is critical that command be established as soon as possible during an incident of this nature.

~~4.3~~ Additional incoming units will report to the designated staging area(s) unless otherwise directed by the Incident Commander. Law enforcement officers shall not self-deploy into another jurisdiction without reporting to the staging area unless directed to do so by dispatch or by the law enforcement Incident Commander.

~~Exception: when your law enforcement agency borders on the jurisdiction requesting assistance, on-duty law enforcement officers may respond to the incident with notification to dispatch. Supervisors shall monitor the request and coordinate the response.~~

~~When requesting mutual aid from neighboring jurisdictions, the request should include the following: how many law enforcement officers/supervisors are needed, staging location for responding law enforcement officers, who the responding law enforcement officers should report to at the staging area for assignments, what frequency to monitor, and any special equipment needed.~~

~~4.43.3~~ A transportation corridor should be maintained giving access to a set extraction location coordinated with fire/EMS. Whenever possible, emergency vehicles should park on the right side of the roadway (or off the road) leaving the left side clear for ingress/egress and establishment of a transportation corridor.

~~3.4.5~~ Move command post if feasible so it is located within the ~~c~~Gold ~~Z~~one so unified command can be established with fire/EMS. The command post shall be established in an area that is separated from ongoing operations.

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3.54.6 Command Considerations: The law enforcement incident command coordinates all mutual response activities with fire/EMS incident command.

3.5.1 In the event that law enforcement has not established a formal command post due to operational issues, fire/EMS should establish their own command and seek to include law enforcement as law enforcement personnel are available. This location will be communicated to law enforcement so that unified command can be established.

3.5.2 The command post will be established in an area that is separated from ongoing operations and is deemed safe from further violence or disruption.

3.5.3 All information in a unified command will be communicated in plain English.

3.5.4 Initial responsibilities of the unified command include:

3.5.4.1 Organizing and establishing interagency communications;

3.5.4.2 Establishing hot, warm and cold zones;

3.5.4.3 Establishing areas within the cold zone designated for staging, the casualty collection point, transportation corridor, reunification for family members of persons at the scene, victim/witness debriefing, and media;

3.5.4.4 Appointing a Staging Manager; and

3.5.4.5 Evaluating and requesting mutual aid as necessary.

~~When an area has been declared clear, but not secure (warm zone), the incident commander may designate a Rescue Task Force composed of law enforcement and fire/EMS to assist with the extraction of victims/patients. This may involve the use of a safety corridor through a warm zone leading to a casualty collection point or an evacuation area.~~

3.64.7 When an area has been declared clear, but not secure a (warm zone), the incident commander may designate a Rescue Task Force composed of law enforcement and Fire/EMS to assist with the extraction of victims/patients. This may involve the use of a safety corridor through a warm zone leading to a casualty collection point or an evacuation area. While law enforcement will do everything in their control to maintain the safety of the rescue taskforce, which includes fire/EMS personnel, it should be noted that these are dynamic scenes and circumstances can change quickly.

3.74.8 While law enforcement will do everything in their control to maintain the safety of the Rescue Task Force, which includes Fire/EMS personnel, it should be noted that these are dynamic scenes and circumstances can change quickly. In the event that the law enforcement members of the RTF engage a threat, the Fire/EMS members of the RTF should retreat to the cold zone if feasible, or, if not feasible, seek cover and concealment as appropriate. It is recommended that the Fire/EMS members of an RTF be equipped with body armor. Once law enforcement has determined that a scene is initially secure, a secondary sweep will be conducted to locate any additional suspects and/or patients/victims, and shall include a search for additional hazards and threats such as improvised explosive devices.

5.0 COMMUNICATIONS

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- ~~5.1. Face-to-face communication is the desired method of communication between law enforcement and fire/EMS, preferably in a unified command.~~
- ~~5.2. Large scale mutual aid responses will require the use of "Interoperable Channels" for regional communication. The dispatch center for the agency with jurisdiction over the event will indicate which regional frequency shall be used. Jurisdictions should also provide training to their law enforcement officers regarding use of interoperable channels or frequencies.~~
- ~~5.3. Indirect radio communication. Made through the respective dispatch centers, which is standard procedure for law enforcement agencies in communicating that a scene is safe to enter for fire/EMS.~~
- ~~5.4. Direct radio communication. There are times when it is necessary for law enforcement to speak directly to fire/EMS and for law enforcement to have the ability to speak directly to fire/EMS on a frequency law enforcement is operating on. These will include time sensitive scenes where immediate, pertinent information is necessary. The information should be exchanged in plain English. Law enforcement and fire/EMS entities should put together a joint communication plan, and will require coordination among PSAPs.~~
- ~~5.5 Notification/Awareness Message. The law enforcement incident command will request dispatch to send a brief notification to other participating regional PSAPs. This message should be kept brief but contain: location address, location description (mall, theatre, etc...), suspect/vehicle information, staging area(s), any prevention or mitigation information and approximate number of injuries/deaths.~~

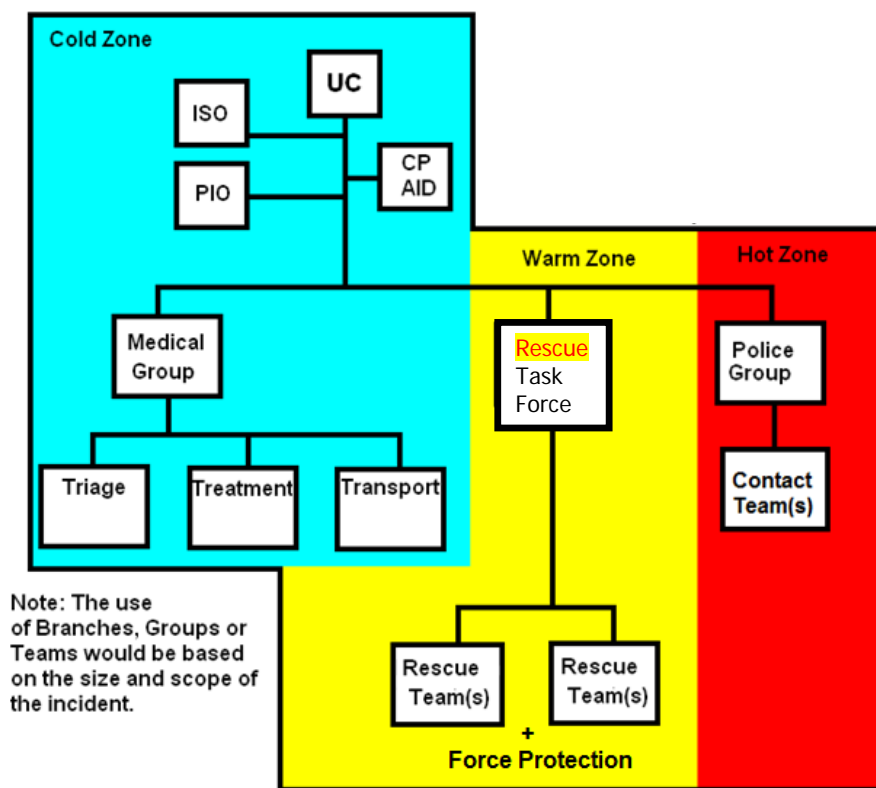
6.0 TRAINING/PLANNING

~~It is the intent of this policy to provide a framework for responding to scenes of violence, but without ongoing practice and training, this is a perishable document. Law enforcement highly encourages joint training with fire/EMS and communication center personnel in their jurisdictions and regionally on a reoccurring basis.~~

~~Response Assessment Team: Is the concept which creates a cross disciplinary group that determines primary and secondary ingress and egress routes to locations that are at risk, pre-establishes general geographical command post location(s) as well as staging areas for responding resources to large scale incidents at areas of significant public concentrations (i.e. theaters, malls, schools, community centers, etc.). Jurisdictions should pre-determine mutual aid staging areas for critical locations identified through threat assessments, but should avoid reoccurring use of these sites to circumvent patterning. This information should be shared with regional partners as well as communication centers.~~

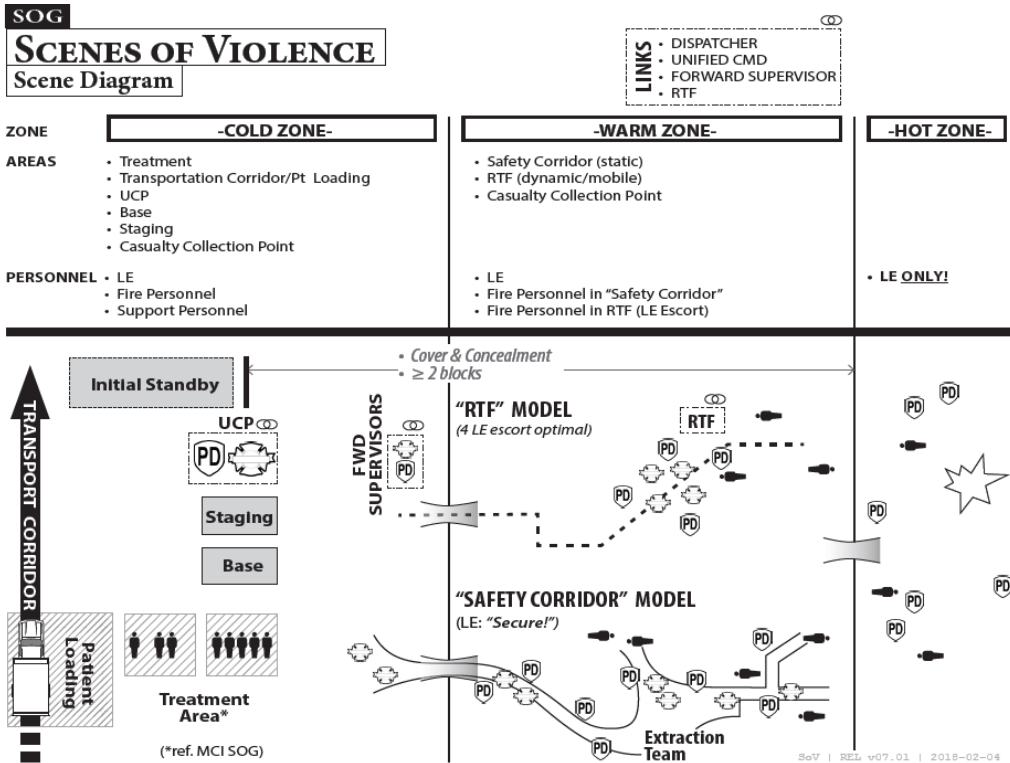
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Command Structure and Control Zones Illustration



Commented [jm1]: Remove the Note in the bottom left. Add definitions for each of the abbreviations.

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Commented [jm2]: Remove Scenes of Violence and SOG title. Remove asterisk for treatment area.

Outline of substantial changes to the following document:

MODEL POLICY FOR WASHINGTON STATE LAW ENFORCEMENT: ADULT AND JUVENILE SEX OFFENDER REGISTRATION AND COMMUNITY NOTIFICATION

Page numbers reflect page numbers when tracked changes are on and formatting changes have been hidden. Document titled, "SO Community Notification Model Policy (2020 Revisions)"

- Addition of RCW links throughout.
- Addition of reminders to update OffenderWatch throughout.
- Clarifying language to the purpose of the Model Policy. (Page 4)
- Clarifications in the "Introduction." (Pages 4-6)
- **Offenders who are new, temporary or returning residents:** removal of February 28, 1990 language as this is no longer accurate. (page 10)
- **Temp registration:** Addition of language for offenders that lack a fixed residence and temporary stays in other counties. (page 12)
- **Aggravating factors:** Addition of a new factor. (page 19)
- Addition of **Considerations during a state of emergency.** (pages 24-25)
- Notification bulletins: Adding "current" to clarify that a current photo should be used. Included per pending recommendation from WA Sex Offender Policy Board. (page 26)
- **Appendix I:** Additional clarifications and guidance to help with WSP interface and overall consistency. (page 34)
- **Legal name/gender changes:** clarification for documenting gender changes. (page 37)
- New section to document the OW/WSP interface. (page 37-38)

MODEL POLICY FOR WASHINGTON STATE LAW ENFORCEMENT

ADULT AND JUVENILE SEX OFFENDER REGISTRATION AND COMMUNITY NOTIFICATION



WASHINGTON ASSOCIATION OF
SHERIFFS AND POLICE CHIEFS

Created: October, 2007
Last Modified: ~~September 2018~~ July 2020
Effective: November ~~2018~~ 2020

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The purpose of ~~this~~ the Model Policy for Washington State Law Enforcement Adult and Juvenile Sex Offender Registration and Community Notification is to provide guidance to law enforcement agencies regarding sex offender community notification and registration as authorized by RCW 4.24.5501. ~~Recommendations in this document are made by the Washington Association of Sheriffs and Police Chiefs and are~~ The Model Policy is intended to assist local agencies in the development of their own operating policies and procedures. ~~RCW 4.24.5501 authorized the development and continued promotion of this model policy.~~

~~These guidelines have~~ The Model Policy has been reviewed by an assortment of practitioners in the field from a variety of disciplines. ~~They have~~ The Model Policy has not been reviewed by any legal authority. ~~Any legal questions an agency may have should be reviewed by a legal advisor~~ Law enforcement agencies are strongly encouraged to discuss any questions with their agency legal advisor.

INTRODUCTION

In 1990, the Washington State Legislature passed the Community Protection Act, primarily in response to two cases, one involving the kidnapping and murder of a woman by a sex offender on work release and the other involving the sexual assault and mutilation of a young boy. This comprehensive act included the requirement for sex offenders to register a home address with law enforcement, and authorized the release of information to the public through community notification. The Act also allowed for civil commitment of sexually violent predators. The term “sexually violent predator” only applies to a small percentage of sex offenders who meet specific criteria as determined by a court following a period of incarceration (Chapter 71.09 RCW). Sex offender or registered sex offender (RSO) are the current nomenclature to include all individuals convicted of a sex offense and is the terminology used in this document.

Since its creation, the Community Protection Act has been legislatively modified numerous times. The following reflect some of the major modifications. Selected court cases affecting sex offender registration and notification are also included.

1994—The recommended length of time to notify the public time and geographic area of notification were specified. Registration and notification were upheld by the State Supreme Court.

1995—Registration for offenders under federal jurisdiction and for offenders found not guilty by reason of insanity added.

1997—A risk level assessment tool was adopted (ESSB 5759). Registration for Kidnapping and Unlawful Imprisonment added (SSB 5621).

2002—The Washington Association of Sheriffs and Police Chiefs was tasked with providing a publicly available registered sex offender website.

2006—The legislature required notification to school principals of juvenile sex offenders attending their schools, created limited “community protection zones” within 880 feet of a school for certain sex offenders, and established a taskforce to review the efficacy of state policies regarding sex offenders (SSB 6325). Please note, the section of the bill establishing “community protection zones” expired on July 1, 2008 (see RCW 9.94A.8445).

~~Registration requirements were expanded to include in-person registration every 90 days for level II and level III offenders (SSB 6519 repealed in 2009).~~ Requirements were also expanded to include registration of sex offenders for any prior sex offense conviction coming from outside the state who establish or reestablish Washington residency ([SSB 6144](#), further refined by [SSB 5154 in 2015](#)). Registration for Possession of Depictions of Minors Engaged in Sexually Explicit Conduct ([SSSB 6172](#)) and increased penalties for Failure to Register ([SSSB 6319](#)) were added. Criminal Trespass Against Children was created ([SSB 6775](#)).

SORNA—SORNA is presented for informational purposes only. Title I of the Adam Walsh Child Protection and Safety Act of 2006, the Sex Offender Registration and Notification Act (SORNA) establishes minimum national standards for sex offender registration and notification. Under the provisions of SORNA offenders are placed in tiers based on the conviction offense. Washington State is not in compliance with SORNA. For additional information, please see <https://www.smart.gov/pdfs/sorna/washington-hny.pdf>.

2007—Various crimes related to patronizing a juvenile prostitute were renamed commercial sexual abuse of a minor and some additional sentencing enhancements enacted.

2008—Sex offenders required to register on or after July 2008 must have a biological sample collected for inclusion in the DNA identification system. The crime of failure to register was increased from a class C felony to a class B felony.

2010—Changes in various provisions of registration statutes including changes to timeframes for a sex or kidnapping offender to report/register; criteria for determining relief of registration; failure to register penalties; definition of “disqualifying offense”; addressing [Werneth](#) and out of state convictions; and outlining Sheriff duties and ending registration by operation of law.

2011—Changes in various provisions of registration statutes including amending definitions and adding definition of “fixed residence,” deletes obsolete website and departure notice provisions, clarifies registration information collected, education provisions, failure to register penalties, out of state convictions registration requirements, relief of registration, and multiple provisions related to juvenile sex offenders including performance of original risk assessment and relief of registration and records sealing.

[State v. Taylor](#) ~~says determined~~ that Statutory Rape is not covered under the definition of a “sex offense” therefore is not registerable. Counties relieved ~~anyone individuals~~ that met criteria under the Taylor Decision.

2012—Promoting prostitution in the first and second degree for a second and subsequent offense are added to crimes requiring registration.

2015—Requires offenders convicted in tribal courts to register in the county of residence; establishes that agencies may develop a process for offenders to petition for review of assigned risk level classification; adds registration requirements for offenders traveling outside of the United States; establishes the crime of failure to provide a DNA sample; requires law enforcement agencies to use a sex offender risk assessment tool in determining a risk classification level; requires sex offenders in partial confinement to register; clarifies responsibilities when a sex offender transfers from one jurisdiction to another; added requirements for law enforcement to provide information to any

individual who requests information regarding a specific level I offender; and clarifies the authority by which an out of state offender may be relieved of the duty to register.

2017—Trafficking, Luring and Depictions of Minors offenses raised from class C to class B ([SSB 5813](#)). Voyeurism 2nd degree added as a non-registerable/non sex offense gross misdemeanor ([HB 1200](#)).

2018—[Arnold](#) decision ~~states~~ determined that *State v. Taylor* ~~is~~ was wrong. Statutory Rape offenses are registerable.

2019—[Batson](#) decision determined the first part of 9A.44.128(10)(h) *“Any out-of-state conviction for an offense for which the person would be required to register as a sex offender while residing in the state of conviction” unconstitutional.*

2020—Pending appeal of [Batson](#) decision.

LEGISLATIVE INTENT

This section provides historical background for the Community Protection Act and subsequent revisions.

“The legislature finds that sex offenders often pose a high risk of re-offense, and that law enforcement’s efforts to protect their communities, conduct investigations, and quickly apprehend offenders who commit sex offenses, are impaired by the lack of information available to the law enforcement agency’s jurisdiction. Therefore, this state’s policy is to assist local law enforcement agencies’ efforts to protect their communities by regulating sex offenders by requiring sex offenders to register with local law enforcement agencies as provided in RCW 9A.44.130.” [[1990 Wash. Laws c 3 § 401](#)]

"The legislature finds that sex offenders pose a high risk of engaging in sex offenses even after being released from incarceration or commitment and that protection of the public from sex offenders is a paramount governmental interest. The legislature further finds that the penal and mental health components of our justice system are largely hidden from public view and that lack of information from either may result in failure of both systems to meet this paramount concern of public safety. Overly restrictive confidentiality and liability laws governing the release of information about sexual predators have reduced willingness to release information that could be appropriately released under the public disclosure laws, and have increased risks to public safety. Persons found to have committed a sex offense have a reduced expectation of privacy because of the public's interest in public safety and in the effective operation of government. Release of information about sexual predators to public agencies and under limited circumstances, the general public, will further the governmental interests of public safety and public scrutiny of the criminal and mental health systems so long as the information released is rationally related to the furtherance of those goals. Therefore, this state's policy as expressed in RCW 4.24.550 is to require the exchange of relevant information about sexual predators among public agencies and officials and to authorize the release of necessary and relevant information about sexual predators to members of the general public." [[1990 Wash. Laws 3 § 116](#)]

“The legislature finds that members of the public may be alarmed when law enforcement officers notify them that a sex offender who is about to be released from custody will live in or near their neighborhood. The legislature also finds that if the public is provided adequate notice and information, the community can develop constructive plans to prepare themselves and their children for the offender’s release. A

sufficient time period allows communities to meet with law enforcement to discuss and prepare for the release, to establish block watches, to obtain information about the rights and responsibilities of the community and the offender, and to provide education and counseling to their children. Therefore, the legislature intends that when law enforcement officials decide to notify the public about a sex offender's pending release that notice be given at least fourteen days before the offender's release whenever possible." [[1994 Wash. Laws c 129 §1](#)]

"The legislature finds that offenders who commit kidnapping offenses against minor children pose a substantial threat to the well-being of our communities. Child victims are especially vulnerable and unable to protect themselves. The legislature further finds that requiring sex offenders to register has assisted law enforcement agencies in protecting their communities. Similar registration requirements for offenders who have kidnapped or unlawfully imprisoned a child would also assist law enforcement agencies in protecting the children in their communities from further victimization." [[1997 Wash. Laws c 113 § 1](#)]

"It is the intent of this act to revise the law on registration of sex and kidnapping offenders in response to the case of State v. Pickett, Docket number [41562-0-1](#). The legislature intends that all sex and kidnapping offenders whose history requires them to register shall do so regardless of whether the person has a fixed residence. The lack of a residential address is not to be construed to preclude registration as a sex or kidnapping offender. The legislature intends that persons who lack a residential address shall have an affirmative duty to report to the appropriate county Sheriff, based on the level of risk of offending." [[1999 Wash. Laws sp.s.c. 6 § 1](#)]

SEX OFFENDER REGISTRATION REQUIREMENTS (CHAPTER 9A.44 RCW)

Since the inception of registration requirements in Washington State, many revisions have been made to strengthen these laws. Future revisions can be expected. IT IS RECOMMENDED THAT YOU VERIFY ALL INFORMATION IN THIS SECTION AT [HTTP://APPS.LEG.WA.GOV/RCW](http://apps.leg.wa.gov/rcw).

WHO MUST REGISTER

[RCW 9A.44.130\(1\)\(a\)](#) Any adult or juvenile residing, attending school, working or carrying on a vocation as articulated in [RCW 9A.44.130](#) in the State of Washington, whether or not they have a fixed address, and who has been found to have committed or been convicted of, or found not guilty by reason of insanity under [chapter 10.77 RCW](#) of, any sex offense or kidnapping offense shall register with the county sheriff for the county of the person's residence, or if the person is not a resident of Washington, the county of the person's school, or place of employment or vocation, or as otherwise specified in this section. For definition of covered sex offenses see [RCW 9A.44.128](#) and [RCW 9.94A.030](#).

"Sex offense" does include any out-of-state conviction for an offense for which the person would be required to register as a sex offender while residing in the state of conviction; or, if not required to register in the state of conviction, an offense that under the laws of this state would be classified as a sex offense under [RCW 9A.44.128](#); any federal conviction classified as a sex offense under [42 U.S.C. Sec. 16911](#) (SORNA); any military conviction for a sex offense including sex offenses under the uniform code of military justice, as specified by the United States secretary of defense; and any conviction in a foreign country for a sex offense if it was obtained with sufficient safeguards for fundamental fairness and due process for the accused under guidelines or regulations established pursuant to [42 U.S.C. Sec. 16912](#). Any

tribal conviction for an offense for which the person would be required to register as a sex offender while residing in the reservation of conviction; or, if not required to register in the reservation of conviction, of offense that under the laws of this state would be classified as a sex offense under this subsection.

"Kidnapping offense" does include any federal, tribal or out-of-state conviction for an offense for which the person would be required to register as a kidnapping offender if residing in the state of conviction; or, if not required to register in the state of conviction, an offense that under the laws of this state would be classified as a kidnapping offense under [RCW 9A.44.128](#). Any tribal conviction for an offense for which the person would be required to register as a kidnapping offender while residing in the reservation of conviction; or, if not required to register in the reservation of conviction, an offense that under the laws of this state would be classified as a kidnapping offense under this subsection.

WHAT MUST BE PROVIDED AND TO WHOM

Offenders required to register must appear in person at the Sheriff's office in their county of residence, or if not a Washington resident, the county of the person's school, employment or vocation or as otherwise required in [RCW 9A.44.130](#). The offender must provide: name and any aliases used, the complete and accurate residential address or if lacking a fixed residence where he or she plans to stay, date and place of birth, place of employment, crime for which convicted, date and place of conviction, social security number, photograph and fingerprints. All identifying information is forwarded to the Washington State Patrol for inclusion in a central registry.

A person may be required to update any of the information required as a part of the address verification program or any statutorily required notice. A photograph or fingerprints may be required to be updated at any time. Offenders who lack a fixed residence must report weekly in person to the Sheriff's office in the county in which they are registered. They must keep an accurate accounting of where they stay during the week and provide it to the county Sheriff upon request. The lack of a fixed residence is a factor that may be considered in determining an offender's risk level and shall make the offender subject to the disclosure of information to the public at large per [RCW 4.24.550](#).

"Fixed residence" means a building that a person lawfully and habitually uses as living quarters a majority of the week. "Uses as living quarters" means to conduct activities consistent with the common understanding of residing, such as sleeping; eating; keeping personal belongings; receiving mail; and paying utilities, rent, or mortgage. A nonpermanent structure including, but not limited to, a motor home, travel trailer, camper, or boat may qualify as a residence provided it lawfully and habitually used as living quarters a majority of the week, primarily kept at one location with a physical address, and the location it is kept at is either owned or rented by the person or used by the person with the permission of the owner or renter. A shelter program may qualify as a residence provided it is a shelter program designed to provide temporary living accommodations for the homeless, provides an offender with a personally assigned living space, and the offender is permitted to store belongings in the living space ([RCW 9A.44.128](#)).

"Lacks a fixed residence" means the person does not have a living situation that meets the definition of a fixed residence and includes, but is not limited to, a shelter program designed to provide temporary living accommodations for the homeless, an outdoor sleeping location, or locations where the person does not have permission to stay ([RCW 9A.44.128](#)).

For each of the following “business day” is defined as any day other than Saturday, Sunday, or a legal local, state, or federal holiday ([RCW 9A.44.128](#)).

OFFENDERS IN CUSTODY

Offenders who committed a sex offense on, before or after February 28, 1990, and are in custody on or after July 28, 1991 for that offense must register at the time of their release with an official designated by the incarcerating agency and within three (3) business days from the time of release with the county Sheriff in the county of their residence or if the person is not a resident of Washington, the county of that person’s school or place of employment.

OFFENDERS WHO ARE APPROVED FOR PARTIAL CONFINEMENT

Offenders in the custody of the state department of corrections or a local corrections or probations agency and has been approved for partial confinement as defined in [RCW 9.94A.030](#), must register at the time of transfer to partial confinement with the official designated by the agency that has jurisdiction over the offender. The agency shall, within three days, forward the registration information to the county Sheriff for the county in which the offender is in partial confinement. The offender must also register within three business days from the time of the termination of partial confinement or release from confinement with the county Sheriff for the county of the person's residence. The agency that has jurisdiction over the offender shall provide notice to the offender of the duty to register.

OFFENDERS NOT IN CUSTODY BUT UNDER STATE OR LOCAL JURISDICTION

Offenders who are under the jurisdiction of the indeterminate sentence review board or under active supervision by the Department of Corrections, the Department of Social and Health Services or a local division of youth services must register within ten days of July 28, 1991. A change in supervision status of a sex offender in this subsection shall not relieve the offender of the duty to register or to reregister following a change in residence.

If the offender is under the jurisdiction of an agency of this state when the offender moves to Washington, the agency shall provide notice to the offender of the duty to register.

OFFENDERS UNDER FEDERAL JURISDICTION

Offenders who were in federal custody on or after July 23, 1995, on a sex offense committed before, on, or after February 28, 1990 must register within three (3) business days from the time of release with the county Sheriff in the county of their residence, or if not a resident of Washington, the county of the person’s school or place of employment.

OFFENDERS WHO ARE CONVICTED BUT NOT CONFINED

Offenders who were convicted of a sex offense committed on or after February 28, 1990, but who were not sentenced to serve a term of confinement immediately following sentencing, must report to the county Sheriff to register within three (3) business days of being sentenced.

OFFENDERS WHO ARE NEW RESIDENTS, TEMPORARY RESIDENTS, OR RETURNING WASHINGTON STATE RESIDENTS

Sex offenders or kidnapping offenders who move to Washington State from another state or a foreign country, or are former residents and are returning to Washington State, must register within three (3) business days of establishing residence or re-establishing residence. ~~The duty to register under this requirement applies to sex offenders convicted under the laws of another state or a foreign country, federal or military statutes, or Washington State law for offenses committed before, on or after February 28, 1990. For the purposes of this section, tribal convictions are considered as a foreign country.~~ These out-of-state offenders are defined as sex offenders and include any federal, tribal, or out-of-state conviction for an offense for which the person would be required to register as a sex offender while residing in the state of conviction; or if not required to register in the state of conviction, an offense that under the laws of Washington would be classified as a sex offense requiring registration. However, if a court or other administrative authority in the person's state of conviction has made an individualized determination that the person should not be required to register that person is not required to register in Washington (commonly referred to as the "[Werneth fix](#)").

OFFENDERS FOUND NOT GUILTY BY REASON OF INSANITY

Offenders who were found not guilty of a sex offense by reason of insanity and were still in the custody of the Washington State Department of Social and Health Services on or after July 23, 1995, as a result of that finding, must register within three (3) days from the time of release or of receiving notice of registration requirements, with the county Sheriff in the county of their residence.

OFFENDERS WHO LACK A FIXED RESIDENCE

Offenders, who meet the requirements for registration and lack a fixed residence, must register where they plan to stay with the Sheriff in the county of their occupancy within three (3) business days of release or moving to a new county or within three (3) business days after ceasing to have a fixed residence. If offenders who lack a fixed address enter a different county and stay there for more than 24 hours, they must register in that county. They must also report in person to the Sheriff of the county where they are registered on a weekly basis. The weekly report will be on a day specified by the county Sheriff's office, and shall occur during normal business hours. The person must keep an accurate accounting of where he or she stays during the week and provide it to the county Sheriff upon request. The lack of a fixed address is a factor that may be considered in determining the sex offender risk level. The lack of a fixed address also makes an offender subject to disclosure to the public at large.

OFFENDERS WHO ARE MOVING TO A NEW ADDRESS

Sex offenders who move to a new address within the same county must provide by certified mail with return receipt requested or provide in person a signed written notice of the change of address to the county Sheriff within three (3) business days of moving. If they move to a new county, must register with that county Sheriff within three (3) business days of moving. Registered offenders must also provide by certified mail with return receipt requested, or in person, written notice within three (3) days of the change of address in the new county to the county Sheriff with whom they last registered. If they move out of Washington State, they must also send written notice within three (3) days of moving to the new state or foreign country to the county Sheriff with whom they last registered.

THE COUNTY SHERIFF WITH WHOM THE OFFENDER LAST REGISTERED IS RESPONSIBLE FOR ADDRESS VERIFICATION UNTIL THE OFFENDER COMPLETES REGISTRATION OF HIS/HER NEW RESIDENCE ADDRESS. [RCW 9A.44.130\(5\)\(B\)](#)

OFFENDERS ATTENDING ANY SCHOOL OR HIGHER EDUCATION INSTITUTION OR WORKING AT HIGHER EDUCATION INSTITUTIONS

Under [RCW 9A.44.128](#) "School" means a public or private school regulated under [Title 28A RCW](#) or chapter [72.40 RCW](#) and "Student" means a person who is enrolled, on a full-time or part-time basis, in any school or institution of higher education.

[RCW 9A.44.138\(1\)](#) Upon receiving notice from a registered sex offender that he/she will be attending a school or institution of higher education or will be employed with an institution of higher education, the Sheriff must promptly notify the school district and the school principal or institution's department of public safety and shall provide that school or department with the person's: (a) Name and any aliases used; (b) complete residential address; (c) date and place of birth; (d) place of employment; (e) crime for which convicted; (f) date and place of conviction; (g) social security number; (h) photograph; and (i) risk level classification.

[RCW 9A.44.138\(3\)](#) The Sheriff shall notify the applicable school district and school principal or institution's department of public safety whenever a student's risk level classification is changed or when the Sheriff receives notice there is a change in the student's address.

OFFENDERS WHO RESIDE OUTSIDE THE STATE OF WASHINGTON AND WORK OR ATTEND SCHOOL IN THE STATE OF WASHINGTON

Offenders, who meet the requirements for registration and either work or attend school in Washington State, must register with the county Sheriff in the county in which they work or attend school regardless of the state of residence.

OFFENDERS WHO RESIDE, WORK OR ATTEND SCHOOL OUTSIDE THE STATE OF WASHINGTON

Offenders must comply with the registration requirements of the state or jurisdiction in which they reside, work or attend school. If their residence, employment and/or school are in different states or jurisdictions, they must register with all states or jurisdictions.

Common practice is for the county where the offender works or attends school will need to notify the Washington State Patrol. The appropriate notation in Live Scan/Hard Cards is "Non-resident, Employed or School."

OFFENDERS WHO INTEND TO VISIT THE STATE OF WASHINGTON FOR TEN DAYS OR MORE

Offenders who are visiting Washington State and intend to reside or be present in the state for ten days or more shall register his or her temporary address or where he or she plans to stay with the county Sheriff of each county where the offender will be staying within three business days of arrival. Registration for temporary residents shall include the information required by [RCW 9A.44.130\(2\)\(a\)](#), except the photograph and fingerprints.

OFFENDERS WHO INTEND TO TRAVEL OUTSIDE OF THE UNITED STATES

Offenders who intend to travel outside the United States must provide, by certified mail, with return receipt requested, or in person, signed written notice of the plan to travel outside the country to the county Sheriff of the county with whom the person is registered at least twenty-one days prior to travel. The notice shall include the following information: (a) Name; (b) passport number and country; (c) destination; (d) itinerary details including departure and return dates; (e) means of travel; and (f) purpose of travel.

If the offender subsequently cancels or postpones travel outside the United States, the offender must notify the county Sheriff not later than three days after cancellation or postponement of the intended travel outside the United States or on the departure date provided in the notification, whichever is earlier. The county Sheriff shall notify the United States marshals service as soon as practicable after receipt of the notification. In cases of unexpected travel due to family or work emergencies, or for offenders who travel routinely across international borders for work-related purposes, the notice must be submitted in person at least twenty-four hours prior to travel to the Sheriff of the county where such offenders are registered with a written explanation of the circumstances that make compliance with this requirement impracticable ([RCW 9A.44.130](#)).

OFFENDERS WHO APPLY TO CHANGE THEIR NAME UNDER [RCW 4.24.130](#)

Offenders who meet the requirements of registration and who apply to change their name under [RCW 4.24.130](#) or any other law, must submit a copy of the application to the Sheriff's office of the county of their residence and to the Washington State Patrol no fewer than five (5) days before the entry of the order granting the name change. If they receive an order changing their name, they must submit a copy of the order to the county Sheriff of the county of their residence and to the Washington State Patrol within three (3) days of the entry of the order.

OFFENDERS WHO ARE RESIDENTS OF WASHINGTON AND WILL TEMPORARILY BE RESIDING IN A WASHINGTON COUNTY OTHER THAN THEIR COUNTY OF REGISTRATION

In the absence of specific statutory guidance, the recommended practice is for counties to encourage offenders to provide notifications for intrastate travel following the practice for [interstate travel](#).

Offenders should be encouraged to notify their county of registration of their temporary departure.

Per [RCW 9A.44.130\(4\)\(a\)\(vi\)](#), any person who lacks a fixed residence and leaves the county in which he or she is registered and enters and remains within a new county for twenty-four hours is required to register with the county Sheriff not more than three ~~business~~ days after entering the county and provide the information required in subsection (2)(a) of this section.

If the transient RSO stays in the new county less than 3 days, they should be reminded to document the stay on their weekly transient log.

OFFENDERS WHO LIVE IN ONE COUNTY AND ARE EMPLOYED/ATTEND SCHOOL IN ANOTHER COUNTY.

In the absence of specific statutory guidance, common practice is for the county of residence to submit registration information to the Washington State Patrol. The county of residence should remain as the managing agency.

PENALTIES FOR FAILURE TO REGISTER

An offender required to register for a felony sex offense who knowingly fails to comply with any of the requirements of [RCW 9A.44.130](#) is guilty of failure to register. Failure to Register is a class C felony if: (i) It is the person's first conviction for a felony failure to register; or (ii) The person has previously been convicted of a felony failure to register as a sex offender in this state or pursuant to the laws of another state, or pursuant to federal law.

It is a Class B felony if a person has been convicted of a felony failure to register as a sex offender in this state or pursuant to the laws of another state on two or more prior occasions. (Note: Under the 2011 enacted legislation, it does not appear that a federal conviction for FTR qualifies under this provision, see [RCW 9A.44.132](#)).

An offender required to register for a sex offense other than a felony who knowingly fails to comply with any of the requirements of [RCW 9A.44.130](#) is guilty of failure to register as a sex offender, a gross misdemeanor.

If the person has a duty to register for a felony kidnapping offense, the failure to register as a kidnapping offender is a class C felony. If the person has a duty to register for a kidnapping offense other than a felony, the offense of failure to register as a kidnapping offender is a gross misdemeanor.

Unless relieved of the duty to register pursuant to [RCW 9A.44.141](#) and [9A.44.142](#), a violation of this section is an ongoing offense for purposes of the statute of limitations under [RCW 9A.04.080](#). Additionally, a first conviction for FTR receives 12 months community custody while a second and subsequent get 36 months. Gross misdemeanor FTR and first felony convictions of FTR are NOT sex offenses requiring an independent registration requirement.

Failure to provide a DNA sample does not constitute failure to register ([RCW 9A.44.132\(4\)](#)). Per [RCW 43.43.754](#), A person commits the crime of refusal to provide DNA if the person has a duty to register under [RCW 9A.44.130](#) and the person willfully refuses to comply with a legal request for a DNA sample as required under this section. The refusal to provide DNA is a gross misdemeanor.

LENGTH OF REGISTRATION

How long registered offenders must continue to register depends upon the offense for which they were convicted and is detailed in [RCW 9A.44.140](#). Below is a summary of that RCW. IT IS RECOMMENDED THAT YOU VERIFY THIS INFORMATION AT [HTTP://APPS.LEG.WA.GOV/RCW](http://apps.leg.wa.gov/rcw).

Generally speaking, (see limitations below): A person who is required to register under [RCW 9A.44.130](#) may petition the superior court to be relieved of the duty to register:

- A. If the person has a duty to register for a sex offense or kidnapping offense committed when the offender was a juvenile, regardless of whether the conviction was in this state, as provided in [RCW 9A.44.143](#);

- B. If the person is required to register for a conviction in this state and is not otherwise prohibited from petitioning for relief from registration as outlined, when the person has spent ten consecutive years in the community without being convicted of a disqualifying offense during that time period (as defined below) OR
- C. If the person is required to register for a federal, tribal, or out-of-state conviction, when the person has spent fifteen consecutive years in the community without being convicted of a disqualifying offense during that time period. Note: see also [RCW 9A.44.141](#) regarding Sheriff evaluation of out of state/federal court order of relief of registration for this category of offenders, outlined below.

The following are the limitations on the above general statements regarding relief of registration: (SEE ALSO JUVENILE RELIEF OF REGISTRATION PROVISIONS BELOW)

- 1. If an offender has a Washington State conviction and has been determined to be a **sexually violent predator** as defined in [RCW 71.09.020](#), or have been convicted of a Washington State sex offense or kidnapping offense that is a Class A felony, which was committed with forcible compulsion on or after 6/8/00, the duty to register shall continue for the person's lifetime.

Additionally, an offender with a Washington State conviction convicted of one aggravated offense or more than one sexually violent offense, as defined in [RCW 9A.44.142](#) and the offense or offenses were committed on or after March 12, 2002. HOWEVER, after July 1, 2012, this subsection (2)(a)(iii) of [RCW 9A.44.142](#) has no further force and effect, permitting offenders in this category to petition for relief of registration or be relieved of registration as otherwise provided.

- 2. [RCW 9A.44.140](#) provides details regarding the length of registration for various offender categories:

If the offense was a **Class A felony**, ~~(or an offense listed in [RCW 9A.44.142](#), Subsection 5)~~, or if the offender was convicted of any sex offense or kidnapping offense and have one or more prior convictions for a sex offense or kidnapping offense, or for a person required to register for a federal, tribal or out-of-state conviction, the duty to register shall continue indefinitely. However, offenders may be relieved of the duty to register as provided in [RCW 9A.44.142](#) or [RCW 9A.44.143](#) (if convicted as a juvenile). RCW provides that they may petition if they have spent ten consecutive years in the community without being convicted of disqualifying offense and if the petitioner shows by clear and convincing evidence that the petitioner is sufficiently rehabilitated to warrant removal from the central registry of sex offenders and kidnapping offenders. To be relieved of the duty to register, offenders must petition the superior court of the county in which they were convicted (or, in the case of foreign, federal, military, tribal, or out-of-state convictions, to the court in the county where the person is registered at the time the petition is sought.

~~After July 1, 2012, this subsection (2)(a)(iii) of [RCW 9A.44.142](#) no longer applies, permitting offenders in this category to petition for relief of registration or be relieved of registration as otherwise provided.~~

If the offense was a **Class B felony**, (and the current offense is not listed in [RCW 9A.44.140](#), Subsection 5), and the offender does not have one or more prior convictions for a sex offense or kidnapping offense, the duty to register ends fifteen years after the last date of release from confinement pursuant to the conviction, (including full-time residential treatment) or fifteen years after entry of the judgment and sentence, if the person has spent fifteen consecutive years in the community without being convicted of a disqualifying offense during that time period.. This action may be initiated by offender request or by the Sheriff's office. It should be noted that after July 1, 2012 [RCW 9A.44.140](#), Subsection 5 prohibitions no longer applies and that category of offenders may apply for or be relived of registration as provided in that section. (5) provisions only apply to convictions for crimes committed on or after July 22, 2001.

If the offense was a **Class C felony**, (and the current offense is not listed in [RCW 9A.44.142](#) Subsection 5), a violation of [RCW 9.68A.090](#) Communication with minor for immoral purposes or [RCW 9A.44.096](#) Sexual misconduct with a minor in the second degree, or an attempt, solicitation, or conspiracy to commit a Class C felony, and the offender does have one or more prior convictions for a sex offense or kidnapping offense, they may be relieved of the duty to register by operation of law (without petition) ten years after their last release from confinement if they have spent ten consecutive years in the community without being convicted of a disqualifying offense. This action may be initiated by offender request or by the Sheriff's office. ~~It should be noted that after July 1, 2012 [RCW 9A.44.140](#), Subsection 5 prohibitions no longer applies and that category of offenders may apply for relief of registration to the court as provided in that section. Provisions only apply to convictions for crimes committed on or after July 22, 2001.~~

For foreign country, federal, military, tribal, or out-of-state offenses—for a person required to register for a military, federal, tribal, out-of-country or out-of-state conviction, the duty to register shall continue indefinitely. An offender may petition the court in the county in which they reside to be relieved of the duty to register if they have been in the community for 15 consecutive years without being convicted of a disqualifying offense; or, if a court or other administrative authority in the person's state of conviction has made an individualized determination that the person is not required to register.

RELIEF OF REGISTRATION

Suggested criteria for a judge to use in making this determination are provided in [RCW 9A.44.142](#).

If a person is relieved of the duty to register, the relief of registration does not constitute a certificate of rehabilitation, or the equivalent of a certificate of rehabilitation, for the purposes of restoration of firearms possession under [RCW 9.41.040](#).

Please remember to update Offender Watch and document the reason for relief. Please include an investigative note and upload any documentation.

DISQUALIFYING OFFENSES

A conviction for any offense that is a felony; a sex offense as defined in this section; a crime against children or persons as defined in [RCW 43.43.830\(7\)](#) and [RCW 9.94A.411\(2\)\(a\)](#); an offense with a domestic violence designation as provided in [RCW 10.99.020](#); permitting the commercial sexual abuse of a minor as defined in [RCW 9.68A.103](#); or any violation of chapter [9A.88 RCW](#).

RELIEF OF REGISTRATION BY OPERATION OF LAW AS DETERMINED BY LAW ENFORCEMENT

Upon request of a registered sex offender or kidnapping offender, the county Sheriff shall investigate whether the person duty to register has ended by operation of law pursuant to [RCW 9A.44.140](#). The Sheriff shall use available records to verify the offender has spent the requisite time in the community and has not been convicted of a disqualifying offense. If the Sheriff determines the person duty to register has ended they shall request the WSP to remove the name from the registry. A Sheriff may also conduct such an investigation upon her or his own initiative. Immunity is provided for requesting removal or failure to remove or request removal.

RELIEF OF REGISTRATION BY OPERATION OF LAW FOR OUT OF STATE/FEDERAL/TRIBAL OFFENSES WITH PROOF OF COURT DETERMINATION ([RCW 9A.44.141](#))

A person who is listed in the central registry as the result of a federal, tribal, or out-of-state conviction may request the county Sheriff in which the person is registered to investigate whether the person should be removed from the registry if:

- A court or other administrative authority in the person's state of conviction has made an individualized determination that the person should not be required to register; and
- The person provides proof of relief from registration to the county Sheriff.
- If the county Sheriff determines the person has been relieved of the duty to register in his or her state of conviction, the county Sheriff shall request the Washington state patrol remove the person's name from the central registry.

JUVENILE OFFENDERS WHO WISH TO BE RELIEVED OF THE DUTY TO REGISTER ([RCW 9A.44.143](#))

For class A sex offenses or kidnapping offenses committed when the petitioner was fifteen years of age or older (and if the offender has not been determined to be a sexually violent predator under RCW 71.09), the court in the county where the petitioner was convicted (or, in the case of convictions in other states, a foreign country, or in federal or military court, to the court in the county in which the juvenile is registered at the time a petition is sought) may relieve the petitioner of the duty to register if:

- a) At least 60 months have passed since the petitioner's adjudication and completion of any term of confinement for the offense giving rise to the duty to register and the petitioner has not been adjudicated or convicted of any additional sex offenses or kidnapping offenses within the sixty months before the petition.
- b) The petitioner has not been adjudicated or convicted of a violation of [RCW 9A.44.132](#) (failure to register) during the sixty months prior to filing the petition.
- c) The petitioner shows by a preponderance of the evidence that the petitioner is sufficiently rehabilitated to warrant removal from the central registry of sex offenders and kidnapping offenders.

For all other sex offenses or kidnapping offenses committed by a juvenile not included in subsection (2) of this section, or Class A felonies when the offender was under fifteen years of age, the court where the petitioner was convicted (or, in the case of convictions in other states, a foreign country, or in federal or military court, to the court in the county in which the juvenile is registered at the time a petition is sought) may relieve the petitioner of the duty to register if:

- a) At least 24 months have passed since the adjudication and completion of any term of confinement for the offense giving rise to the duty to register and the petitioner has not been adjudicated or convicted of any additional sex offenses or kidnapping offenses, within the twenty-four months before the petition.
- b) The petitioner has not been adjudicated or convicted of an FTR during the 24 months prior to filing the petition and shows by a preponderance of the evidence that the petitioner is sufficiently rehabilitated to warrant removal from the central registry of sex offenders and kidnapping offenders.

NOTE: An adult prosecuted for an offense committed as a juvenile once the juvenile court has lost jurisdiction due to the passage of time between the date of the offense and the date of filing of charges may petition the superior court.

OBLIGATION TO COMPLY WITH REGISTRATION REQUIREMENTS

Clarification or amendment of [RCW 9A.44.130](#) does not relieve sex offenders of the obligation to comply with the registration requirements as the statute existed before July 28, 1991. It is a criminal offense to fail to register or fail to notify the Sheriff of a change of address unless relieved of the registration requirement.

A person commits the crime of refusal to provide DNA if the person has a duty to register and the person willfully refuses to comply with a legal request for a DNA sample as required under [RCW 43.43.754\(1\)\(b\)](#). The refusal to provide DNA is a gross misdemeanor.

CHILDREN IN THE CARE OR CUSTODY OF A REGISTERED SEX OFFENDER

Under [RCW 9A.42.110](#), it is a misdemeanor offense to knowingly leave a child who is under the age of 18 in the care or custody of a person who must register as a sex offender due to committing a sex offense against a child, unless there exists written documents from a court of law, allowing the offender to have unsupervised contact with children, and/or a family reunification plan approved by the court, the Department of Corrections, or the Department of Social and Health Services.

ELECTRONIC STATEWIDE UNIFIED SEX OFFENDER NOTIFICATION AND REGISTRATION PROGRAM (OFFENDER WATCH)

In [2002](#), the Washington Association of Sheriffs and Police Chiefs was directed to (when funded) “create and maintain a statewide registered kidnapping and sex offender web site, which shall be available to the public. The web site shall post all level III and level II registered sex offenders, level I registered sex offenders only during the time they are out of compliance with registration requirements under [RCW](#)

[9A.44.130](#) or if lacking a fixed residence as provided in [RCW 9A.44.130](#), and all registered kidnapping offenders in the state of Washington” ([RCW 4.24.550](#)).

In 2008, the Washington State Legislature funded, via budget proviso, a new unified sex offender registry program. With this program, all local registration web sites are linked with the statewide notification web site and are updated immediately when new information is entered. Since 2008, WASPC has administered the unified sex offender registry program, Offender Watch ([OW](#)).

“Law enforcement agencies must provide information requested by the Washington Association of Sheriffs and Police Chiefs to administer the statewide registered kidnapping and sex offender web site” ([RCW 4.24.550\(5\)\(b\)](#)). It is strongly recommended that law enforcement agencies use Offender Watch to track address verifications; changes in offender information; and other rationally related information.

Standardized practices for Washington state law enforcement agencies entering information in Offender Watch has been developed and can be found in [Appendix 1](#).

RISK LEVEL CLASSIFICATIONS, RISK ASSESSMENT, END OF SENTENCE REVIEW COMMITTEE, DEPARTURE NOTICES, SUBSEQUENT CHANGES IN RISK AND PETITION FOR REVIEW OF ASSIGNED RISK LEVEL CLASSIFICATION

RISK LEVEL CLASSIFICATIONS ([RCW 4.24.550](#))

Level I—Low risk to the community. An offender shall be classified as a risk level I if his/her risk assessment and other information or factors deemed relevant by the law enforcement agency indicate he or she is at a low risk to sexually reoffend within the community at large.

Level II—Moderate risk to the community. An offender shall be classified as a risk level II if his/her risk assessment and other information or factors deemed relevant by the law enforcement agency indicate he or she is at a moderate risk to sexually reoffend within the community at large.

Level III—High risk to the community. An offender shall be classified as a risk level III if his/her risk assessment and other information or factors deemed relevant by the law enforcement agency indicate he or she is at a high risk to sexually reoffend within the community at large.

RISK ASSESSMENT

Per [RCW 4.24.550](#), law enforcement agencies responsible for the registration and dissemination of information regarding offenders required to register under [RCW 9A.44.130](#) shall assign a risk level classification to all offenders after consideration of:

- (i) Any available risk level classifications provided by the department of corrections, the department of social and health services, and the indeterminate sentence review board;
- (ii) the agency's own application of a sex offender risk assessment tool; and
- (iii) other information and aggravating or mitigating factors known to the agency and deemed rationally related to the risk posed by the offender to the community at large.

The End of Sentence Review Committee (to be further discussed) has developed standardized aggravating and mitigating factors. These factors are not formalized in statute; however, are widely utilized by the End of Sentence Review Committee and local law enforcement agencies.

Aggravating factors:

- Statements of intent/threat to sexually re-offend
- Past interventions and/or treatment have not deterred sexually deviant behavior
- Pattern of behavior that increases risk for sexual re-offense
 - inability to control impulses
 - repeated pattern of placing self in high risk situations and/or locations in order to gain access to individuals of similar age/circumstance as prior sex offense victims
 - deviant sexual preoccupation/acting out during incarceration
- Documented information that increases risk for sexual re-offense
- Relationship with sex offense victim(s) was established or promoted for the primary purpose of victimization
- Sex offense victim(s) were of casual acquaintance with whom no substantial personal relationship exists
- Offender used a position of community trust (e.g. coach, teacher, group leader, clergy, or police officer) to gain access to sex offense victim(s)

Mitigating factors:

- Familial or known sex offense victim(s)
- Current offense is not sexual in nature (e.g. FTR cases)
- Previously released or classified as Risk Level I
- 24-hour supervised placement
- Disability or terminal illness that decreases ability to sexually re-offend
- Non-contact sex offense (e.g. possession of pornographic depictions)
- Sexual offending appears opportunistic in nature (e.g. offense was not planned)
- Documented information that may decrease risk for sexual re-offense

Washington State law does not specify the risk assessment tools to be utilized when determining risk. For adult offenders, the Static 99R is the primary risk assessment tool used by the End of Sentence Review Committee and law enforcement. The Static 99R has not been empirically validated for use on female and juvenile offenders. In the absence of a validated tool, the Static 99R is used with special considerations when assessing risk in female offenders. For juvenile offenders, the Washington State Sex Offender Risk Level Classification (WSSORLC) tool is the primary risk assessment tool used by the End of Sentence Review Committee and law enforcement. Scoring forms, coding manuals and additional training resources relative to risk assessment can be found at www.waspc.org/rso-rsource-center.

END OF SENTENCE REVIEW COMMITTEE

Per [RCW 72.09.345](#), the Department of Corrections is directed to establish and maintaining an [End of Sentence Review Committee](#) (ESRC) for the purposes of assigning risk levels, reviewing available release plans and making appropriate referrals for sex offenders.

To aid law enforcement agencies in making community notification decisions, the statutes require that the End of Sentence Review Committee review the following sex offenders:

- a) Offenders preparing for release from confinement for a sex offense or sexually violent offense committed on or after July 1, 1984.
- b) Sex offenders accepted from another state under a reciprocal agreement under the interstate corrections compact authorized in chapter [72.74 RCW](#).
- c) Juveniles preparing for release from confinement for a sex offense and releasing from the department of social and health services juvenile rehabilitation administration.
- d) Juveniles, following disposition, under the jurisdiction of a county juvenile court for a registerable sex offense.
- e) Juveniles found to have committed a sex offense and accepted from another state under a reciprocal agreement under the interstate compact for juveniles authorized in chapter [13.24 RCW](#), [RCW 9.95.140](#); [RCW 13.40.217](#); and [RCW 72.09.345](#).

DEPARTURE NOTICES

If the local law enforcement agency assigns a different risk level classification than the one from the End of Sentence Review Committee, the agency must complete either the [online departure notice](#) or the Notice of Departure form and send to the End of Sentence Review Committee (doceosr@doc1.wa.gov) and the Washington State Patrol (sorsubmissions@wsp.wa.gov) ([RCW 4.24.550\(10\)](#)). Given lack of clarity in law, the law enforcement community unanimously agreed to submit departure forms when the risk level assigned differs from the ESRC recommendation within 90 days of the offender's release from custody. The forms may be found in Offender Watch and at <http://www.waspc.org/rso-resource-center>.

Reasons for departure from the End of Sentence Review Committee's risk assessment level may include, but are not limited to:

- (1) Risk assessment updated/corrected
- (2) Mitigating factors
- (3) Aggravating factors
- (4) Law enforcement discretion
- (5) Used raw score with corresponding risk level (rejected ESRC aggravation/mitigation)

SUBSEQUENT CHANGES IN CLASSIFICATION

For any subsequent changes in classification after the initial assessment by the End of Sentence Review Committee, changes in risk level should be documented in Offender Watch, which will be automatically submitted to the Washington State Patrol via the OWSOR interface.

PETITION FOR REVIEW OF ASSIGNED RISK LEVEL CLASSIFICATION

Per [RCW 4.24.550](#), agencies may develop a process to allow an offender to petition for review of the offender's assigned risk level classification. The timing, frequency, and process for review are at the sole discretion of the agency.

It is recommended that agencies develop a process to allow an offender to petition for review of the offender's assigned risk level classification. Best practice recommendations in this area are as follows:

- Adult offenders should be in the community for 5+ years before a petition for review of assigned risk level classification may be submitted. Juvenile offenders should be in the community for 1+ years before a petition for review of assigned risk level classification may be submitted.

At the discretion of local law enforcement, extenuating circumstances may be justification to consider an offender's petition for review of assigned risk level classification beyond the recommend time frames outlined above.

- Adult and juvenile offenders petitioning for review of assigned risk level classification should only be mitigated one risk level per review. For example, an offender may reduce from a level III to a level II; however, not from a level III to a level I.

It should be noted that petitioning for review of assigned risk level classification does not guarantee mitigation and may lead to aggravation in some cases.

At the discretion of local law enforcement, extenuating circumstances may be justification to mitigate (or aggravate) an offender's risk level more than one level.

- Adult offenders may only petition for review of risk level classification once every five years. Juvenile offenders may only petition for review of risk level classification one time per year.

At the discretion of local law enforcement, extenuating circumstances may be justification to consider an offender's petition for review of assigned risk level classification beyond the recommend time frames outlined above.

- During an adult offender's 5+ years or a juvenile 1+ years in the community, she/he:
 - Should successfully participate in sex offender specific treatment (if applicable).
 - Should successfully participate in any additional court ordered treatment (if applicable).
 - Should comply with community supervision (if applicable).
 - Should comply with sex offender registration requirements.
- To request a petition for review of assigned risk level classification, the offender should submit the following:
 - Letter documenting why the risk level classification review should be considered. This letter should demonstrate:
 - Stable housing or efforts toward stable housing.
 - Stable employment/education or efforts toward stable employment/education.
 - Participation in sex offender specific and/or additional treatment programs (if applicable).
 - Compliance with community supervision requirements (if applicable).
 - Positive/supportive relationships.
- When considering a request to review assigned risk level classification, law enforcement should also consider the following:
 - Nature of the offense(s) for which registration is required.
 - The age of the offender at the time of the incident.
 - The age of the offender at the time of the request for review.
 - Previous and subsequent criminal history.
 - A review of previously administered risk assessment tools, including the Static 99-R for adults and the WSSORLC for juveniles.

- When available, agencies may also consider dynamic risk assessment tools as administered by properly trained individuals.
 - At the discretion of local law enforcement, a polygraph or similar assessment may be required as part of the review of assigned risk level classification.
 - At the discretion of local law enforcement and per RCW 4.24.550, other information and aggravating and mitigating factors deemed rationally related may be considered.
- Petitions for review of assigned risk level classification should be considered by a local law enforcement agency. The local law enforcement agency may request input by additional stakeholders; however, should be cautious of using arbitrary judgment and opinions in making risk level classifications.
 - Upon consideration of a request to review assigned risk level classification, the agency should provide timely documentation of the decision to the individual seeking a review of assigned risk level classification; and document the decision in Offender Watch.
- ❖ Extenuating circumstances may include:
 - Disability or illness.
 - Admittance to a medical or treatment facility.
 - ❖ Mitigating factors may include:
 - Familial or known sex offense victim(s).
 - Current offense is not sexual in nature. (*failure to register*)
 - Previously released or classified as Risk Level I.
 - 24-hour supervised placement.
 - Disability or terminal illness that decreases ability to sexually re-offend.
 - Non-contact sex offense (e.g. possession of pornographic depictions).
 - Sexual offending appears opportunistic in nature. (*offense was not planned*)
 - Documented information that may decrease risk for sexual re-offense.
 - ❖ Aggravating factors may include:
 - Statements of intent/threat to sexually re-offend.
 - Past interventions and/or treatment have not deterred sexually deviant behavior.
 - Pattern of behavior that increase risk for sexual re-offense.
 - Documented information that increases risk for sexual re-offense.
 - Relationship with sex offense victim(s) was established or promoted for the primary purpose of victimization.
 - Sex offense victim(s) were of casual acquaintance with whom no substantial personal relationship exists
 - Offender used a position of community trust (coach, teacher, group leader, clergy, or police officer) to gain access to sex offense victim(s).
 - Additional sex offenses.

SEX OFFENDER REGISTRATION AND VERIFICATION

County Sheriffs refer to the Washington State Patrol's [Sex/Kidnapping Offender Registration Guideline Manual](#). The guideline is available in hard copy from the Washington State Patrol, Identification and Criminal History Section, PO Box 42633, Olympia, WA 98504-2633, (360)-534-2000.

REPORTING REQUIREMENTS

Law Enforcement shall make reasonable attempts to verify that an offender is living at the registered address including verifying an offender's address.

REGISTERED SEX AND KIDNAPPING OFFENDERS WITH FIXED RESIDENCES

See information provided in [registered sex offender and kidnapping offender address and residency verification grant program](#).

TRANSIENT OFFENDERS

- All ~~homeless-transient~~ sex offenders, regardless of level, must report in person to the Sheriff of the county where he or she is registered. The person must keep an accurate accounting of where he or she stays during the week and provide it to the county Sheriff upon request.
- Must report during business hours on a day set by the Sheriff's office.
- Lack of a fixed residence may be a factor considered in determining an offender's risk level and subject to community notification procedures.

PHOTOS

Photos may be taken at any time to update an offender's file, especially when there is a change in address or if there has been a substantial change in appearance.

REGISTERED SEX OFFENDER AND KIDNAPPING OFFENDER ADDRESS AND RESIDENCY VERIFICATION GRANT PROGRAM

[RCW 36.28A.230](#) directed WASPC to "administer a grant program to local governments for the purpose of verifying the address and residency of sex offenders and kidnapping offenders registered under [RCW 9A.44.130](#) who reside within the county Sheriff's jurisdiction."

Under the address verification grant program, WASPC provides funding to each county Sheriff to conduct address verifications using the following schedule (at a minimum):

- For Level I Offenders—Face-to-Face Address Verification will occur once every twelve months.
- For Level II Offenders—Face-to-Face Address Verification will occur once every six months.
- For Level III Offenders—Face-to-Face Address Verification will occur once every three months
- For the purposes of this grant, unclassified offenders and kidnapping offenders are considered level I offenders, unless the local jurisdiction sets a higher classification in the interest of public safety.

When the address verification grant program is not funded or an agency does not participate in the program, address verifications default to the procedures outlined in [RCW 9A.44.135](#). Reasonable attempts

require a yearly mailing by certified mail with return receipt requested, a non-forwardable verification form to the offender at the offender's last registered address sent by the chief law enforcement officer of the jurisdiction where the offender is registered to live. For offenders who are designated as sexually violent predators, the mailing must be sent every 90 days ([RCW 9A.44.130](#)). Sheriffs and Chiefs may enter into agreements to delegate the authority and obligation to fulfill the minimum address verification requirements.

Verifications should be unscheduled as the intent of address verification is to confirm that the offender is residing at their address of registration.

It is strongly advised that address verifications be conducted during normal business or early evening hours. Late night and unnecessarily excessive verifications do not instill a willingness to cooperate with law enforcement.

PUBLIC DISCLOSURE

WASPC: Per [RCW 4.24.550](#), law enforcement agencies must provide information requested by the Washington Association of Sheriffs and Police Chiefs to administer the statewide registered kidnapping and sex offender website. Within five business days of the Washington Association of Sheriffs and Police Chiefs receiving any public record request under chapter [42.56 RCW](#) for sex offender and kidnapping offender information, records or web site data it holds or maintains pursuant to this section or a unified sex offender registry, the Washington Association of Sheriffs and Police Chiefs shall refer the requester in writing to the appropriate law enforcement agency or agencies for submission of such a request. The Washington Association of Sheriffs and Police Chiefs shall have no further obligation under chapter [42.56 RCW](#) for responding to such a request. (Effective July 24, 2015) This section is remedial and applies retroactively.

Local Law Enforcement: In 2016, The Supreme Court of Washington State issued its opinion in the *Zink* Case ([No. 90413-8](#)). The Court's findings determined that [RCW 4.24.550](#) is not an "other statute" under the Public Records Act. Agencies should discuss this opinion with their legal advisors to determine how to handle public records requests.

WASPC does not provide legal advice and cannot direct local agencies on the proper handling of public disclosure requests.

CONSIDERATIONS DURING A STATE OF EMERGENCY

During a state of emergency, the following practices may be considered:

Please be sure to document everything in Offender Watch.

- Social Distancing:
 - Limit times for offenders to check in or limit the number offenders in the office at one time.

- Verify transients through a window; check them off using a weekly list.
- Provide a drop box for transient logs and other forms.
- No fingerprinting:
 - Schedule offenders come to the office to complete change of address forms and new registrations. Update OW the new information.
 - Use disposable pens.
 - Require offenders to acknowledge that their registration is not complete and they must return at a scheduled time to submit fingerprints.
 - Maintain a list of offenders that need to come back for fingerprints and photos.
- Office closure:
 - Allow for email and phone communications.
 - Allow transient offenders to call or email once a week for their check in.
 - Encourage offenders to communicate a change in their living circumstances.
 - Document contacts in OW and keep a list of all offenders that require follow-up.
 - Update your Sheriff Office RSO website with any closures and temporary hours of operation. Provide a specific date for the RSOs to check back for updates to help with accountability.

COMMUNITY NOTIFICATION PROCESS

As directed by Washington State law, [RCW 4.24.550](#) and [9A.44.130](#), and in accordance with federal law, Washington State registers convicted sex and kidnapping offenders and provides notification to communities. **It is important to remember, in Washington, risk levels (which determine the level of community notification) are specific to offenders' individualized assessment determining their level of risk to sexually reoffend within the community at large.**

BEST PRACTICES

While there are differing avenues for community notification there is little empirical data as to which methods are most effective in increasing community safety and reducing recidivism. The four most common methods, also used in Washington State, are: (1) media releases; (2) community education/notification forums; (3) offender specific flyers using either door-to-door distribution or defined area mailings; and (4) public website/registration lists/internet access.

Each method has benefits and drawbacks and meets different community needs. Notification methods that connect directly with a community seem to be more effective. It is recommended that more than one method be used.

Whatever methods are used, care needs to be taken to ensure the accuracy of the factual information being presented in order to reduce the threat of harassment of offenders and to protect the confidentiality of victims.

Law Enforcement must “make a good-faith effort to notify the public and residents within “a reasonable period of time” after the offender registers with the agency ([RCW 4.24.550\(6\)](#)).

NOTIFICATION PROCEDURES

STEP 1—ASSESSING RISK AND NOTIFICATION LEVEL

- (1) Review the risk level assessment documents on an individual sex offender received from DOC or the DSHS on behalf of the ESRC.
- (2) Assign the risk level provided by the ESRC or assign a different classification level and submit the required law enforcement Departure Notice.
- (3) For sex offenders not released from DOC or DSHS law enforcement must complete the risk assessment tool. This might include SSOSA, out of state offenders, and offenders sentenced to jail time.

STEP 2—DETERMINING THE SCOPE OF NOTIFICATION

- (1) Determine the “scope of the danger” this offender poses to your community. This determination is based on the offender level, age of victim, primary areas where the offender might be found, and other potential risk factors.
- (2) Determine the geographic “scope of dissemination”. This is a local determination of the primary area to receive notification. The review should identify schools, child care centers, vulnerable adult care centers, libraries, and other places that attract or cater to children that are in the neighborhood of the offender’s residence, the area around the employment site and other sites the offender might be found.

STEP 3—CREATING LEVEL II AND LEVEL III COMMUNITY NOTIFICATION BULLETINS

State bulletins and/or correspondence issued to law enforcement by the Department of Corrections, Juvenile Rehabilitation Authority, or the Department of Social and Health Services is for law enforcement use only and **are not to be posted in the community or distributed to the public**. Some of the information may be used in drafting your own sex offender information bulletin. It is recommended that agencies use Offender Watch to create these bulletins to ensure consistency and accuracy. For examples please see [Appendix II](#).

Offender notification flyers and postcards generally contain offender specific information including the offender’s [current](#) photo and address by 100 block (please do not use the offender’s complete address). It should also contain community resource information and contact phone numbers. The flyer may be distributed as the only source of notification or may be distributed at community meetings. It is not appropriate to release this type of flyer to school districts for student distribution to parents.

Note: It is important to avoid further harm to victims that may result from the inadvertent identification of the victim in the community notification process. Since victims are often members of the offender’s family, it is advisable, when describing the offender’s criminal behavior in any level II or III community

notification document, to refrain from stating the specific relationship between the offender and the victim. Instead a more general descriptor, such as “relative,” together with relevant victim gender and age range information should be used.

Graphic details of the crime are to be avoided.

STEP 4—DISTRIBUTION OF COMMUNITY NOTIFICATION BULLETINS

The focus of community notification must rationally relate to the goals of enhanced public safety and the effective operation of government. Evaluating what is relevant and necessary information for community notification should include the level of risk of the offender; the location where the offender resides, expects to reside, or is regularly found; and the needs of affected community members to enhance their individual and collective safety. [RCW 4.24.550\(2\)](#).

“Accordingly, the geographic scope of dissemination must rationally relate to the threat posed by the registered offender. Depending on the particular methods of an offender, an agency might decide to limit disclosure only to the surrounding neighborhood, or to schools and day care centers, or, in cases of immediate or imminent risk or harm, the public at large. **The scope of disclosure must relate to the scope of the danger.**” [State v. Ward](#) (Washington State Supreme Court – 1994)

(a) Persons to be notified within a geographical area

- (1) Level I sex offenders: Agencies must notify school districts and school principals if the offender is, or will be, attending their school; they are required to share information with other appropriate law enforcement agencies; they may disclose information upon request to any victim or witness to the offense and any individual community member who lives near the offender’s residence or where the offender expects to reside or is regularly found, and any individual who requests information regarding a specific offender [RCW 9A.44.130](#), [RCW 4.24.550\(3\)](#).
- (2) Level II sex offenders: follow level I guidelines PLUS the agency is authorized to release relevant, necessary, and accurate information to public and private schools, child day care centers, family day care providers, libraries, businesses and organizations that serve primarily children, women or vulnerable adults, and neighbors and community groups near the residence where the offender resides, expects to reside or is regularly found. [RCW 4.24.550\(3\)](#) Level II information is posted on the public registered sex offender website.
- (3) Level III sex offenders: follow level II notification guidelines PLUS the agency is authorized to release relevant, necessary, and accurate information to the public at large. This may include publishing information in a legal newspaper with general circulation in the area of the sex offender’s registered address.
- (4) Homeless and transient offenders: because more localized notification is not feasible and homeless and transient offenders may present unique risks to the community, the agency may also disclose relevant, necessary, and accurate information to the public at large for offenders registered as homeless or transient (including level I offenders). This is usually done by posting the information on the public registered sex offender website. [RCW 4.24.550](#).

Note: Agencies are encouraged to proceed with caution when considering the use of social media as it relates to registered sex offender notification. As mentioned above, the scope of disclosure must relate to the scope of danger.

(b) Public and Private Schools

- Sex offenders residing in school district boundaries: Law enforcement, school districts and school principals should develop written protocols to ensure school and community safety. These protocols should include:
 - Understanding that community notification is the responsibility of law enforcement.
 - Plan for distribution of community notification bulletins within their respective schools when a registered level II or level III sex offender moves into an area near a school. Community notification bulletins on adult and juvenile registered sex offenders should not be sent to parents through their elementary school age children.
 - Plan for community notification when the registered sex offender is a student at a school that ensures school and community safety while respecting the privacy and educational rights of juvenile offenders.
 - Procedures to provide information to organizations that may use school space after school hours.
 - Protocols that discourage secondary dissemination of notifications, i.e. teachers sharing the information in classrooms.
 - Information directing parents requesting copies of community notification bulletins to contact local law enforcement and/or check the Washington Sex Offender website.
- Sex offender attending school ([RCW 9A.44.138](#)):
 - Upon receiving notice from a registered person pursuant to [RCW 9A.44.130](#) that the person will be attending a school or institution of higher education or will be employed with an institution of higher education, the sheriff must promptly notify the school district and the school principal or institution's department of public safety and shall provide that school or department with the person's: Name and any aliases used; Complete residential address; date and place of birth; place of employment; crime for which convicted; date and place of conviction; social security number; photograph; and risk level clarification.
 - In addition, the Sheriff shall notify the applicable school district and school principal or institution's department of public safety whenever a student's risk level classification is changed or the Sheriff is notified of a change in the student's address.
 - The principal will then disclose the information received from the Sheriff under the guidelines established by the Superintendent of Public Instruction.
 - Students who are registered sex offenders are required by law to notify law enforcement within three (3) business days prior to arriving at the school to attend classes. Students who meet the registration requirements who are already attending school must notify law enforcement immediately.
 - Juvenile sex offenders may NOT attend a public or private school attended by the victim or the victim's siblings. [RCW 13.40.215](#)

(c) Childcare Centers, Family Child or Adult Day Care Providers

Mail, e-mail, fax or hand deliver bulletins to childcare centers and family day care providers that fall within the geographical scope of dissemination. Using the Offender Watch special recipient list to send an e-mail will simplify this requirement. To obtain contact information for licensed childcare facilities, contact your local member agency of the Washington State Child Care Resource and Referral Network at 1-800-446-1114 or www.childcarenet.org. The local R&R program can provide a list of licensed childcare facilities

based on a specified distance from a given address. The list will include the facility's business name, a contact name, the facility's physical address, a mailing address (if different) and a telephone number. You may also use the Department of Early Learning's [website](#) for Child Care checks.

Adult facilities (i.e. Nursing homes, adult family homes and assisted living providers) can be searched on the DSHS Aging and Long-Term Support Administration's [website](#).

Childcare and adult care providers are charged with the safety of the children and clients in their care so need to be made aware of potential safety concerns. In addition, they can provide a community notification bulletin to parents or guardians when they arrive to pick up their family member.

(d) Public Libraries and businesses and organizations that serve primarily children, women, or vulnerable adults

When possible, use Offender Watch special recipient lists, e-mail lists and/or broadcast FAX for notifications to care centers, libraries, businesses and organizations for greater efficiency and speed.

(e) Neighbors and community groups near the residence where the offender resides, expects to reside or is regularly found

Community notification forums and/or distribution of notification flyers or postcards are the two primary means of notifying community residents. An active block watch or volunteer program through a department will assist in this task. Community notification bulletins and safety literature can be sent directly to block watch captains or police department volunteers to distribute to residents in the identified area. Don't overlook apartment or homeowner associations, especially if there are large apartment complexes or developments in the jurisdiction. In rural jurisdictions, the local Grange may assist in getting the bulletins distributed. Notification postcards can be mailed directly through Offender Watch.

(f) Other law enforcement agencies

Any time a notification is created, automatically send a copy of the bulletin to other law enforcement agencies in the jurisdiction and neighboring jurisdictions. This can be done through Offender Watch. When the offender moves, the Sheriff's office of the county of residency enters the information into Offender Watch which then notifies the new county agency.

All registered sex offenders are to be entered into Offender Watch database maintained by the Washington Association of Sheriffs and Police Chiefs. The database will be used to populate the public registered sex offender website, which shall post all level II, level III, out-of-compliance level I and, homeless/transient level I registered sex offenders and kidnapping offenders in the state of Washington. The website shall contain, but not be limited to, the registered sex offender's name, relevant criminal convictions, address by hundred block, physical description, and photograph. The website shall provide mapping capabilities that display the sex offender's address by hundred block on a map. The website shall allow citizens to search for registered sex offenders within the state of Washington by county, city, zip code, last name, and address by hundred block. [RCW 4.24.550\(5\)](#).

STEP 5—SEX OFFENDER COMMUNITY NOTIFICATION FORUMS
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One of the most important benefits of community notification is that it provides a vehicle for educating the community regarding sex offenders in general. Protecting children and adults in the community is a much larger task than just knowing the location of registered sex offenders. Community notification meetings provide an opportunity for law enforcement and community stakeholders to partner with private citizens to address public safety.

Few would question the need for sex offenders to be held accountable for their actions. Yet we must insure that sex offender registration and community notification is not used as additional punishment. It is, and is meant to be, regulatory. Fair, responsible, and non-inflammatory community notification is a reasonable consequence to the acts of the offender. Furthermore, it allows citizens to take prudent and rational steps to protect themselves, their children, and their community from the sex offenders they know about as well as those they do not.

Best practice has been identified as a community notification meeting which meet state and federal community protection laws, focuses on community safety issues and universal precautions AND provides offender specific information. Recognizing it is not possible to conduct a meeting every time an offender is released or relocates, law enforcement is encouraged to host meetings on a regular basis. Copies of offender information flyers identifying those currently residing or frequenting that geographical area should be available at any meetings held.

Community Notification Team

Community notification of an offender's release or relocation should be based on primary principles: offender containment, community education, empowerment, and involvement. Best practice for community forums is community collaboration to include law enforcement, the Department of Corrections, Department of Social and Health Services, victim service providers, advocacy groups, and school district personnel.

Once a Community Notification Team is established, the same individuals should participate each time allowing the members to develop experience and comfort in conducting meetings. Prior to any meeting, agreement needs to be made as to roles and responsibilities of all participants. The roles of the various participants might be:

- (a)** County Sheriff and or local law enforcement: Convene or arrange with a designee to convene the meeting. Provide information about the history and social responsibility of sex offender registration and supervision. Provide local contact information for prevention education, victim services, and questions and concerns. Provide information regarding how the offender, or offenders in general, will be managed.

Victim Service Providers: Provide safety, prevention, and community empowerment information.

- (b)** DOC/DSHS/JRA: Provide specific supervision information regarding the offender(s) who have been released and general information on the role of DOC/DSHS/JRA in supervising offenders in the community, if applicable to the meeting.
- (c)** School Personnel: School personnel may provide specific information regarding the school's response if the offender is or will be attending school.

- (d) Others: Based on the risks the offender presents you may also want to consider including representatives to provide general information about sex offender treatment, mental health issues, domestic violence, or faith community involvement.

Planning a Community Notification Forum

- (a) Determine the date and time of the event. Weekday evenings are usually best. Start and end on time.
- (b) Arrange for an accessible meeting location and any necessary equipment. School auditoriums, churches, and community halls work well, as do grange halls in the rural areas.
- (c) Meeting notifications can be done by a targeted mailing, mass geographical mailing, in person neighborhood canvassing, or sent home from school via a parent newsletter get the word out. Offender Watch generated postcards or agency created flyers may be used to inform the public of an upcoming sex offender information meeting. This announcement should not include offender specific information and should be suitable for distribution by students to take home to parents. The announcement should state that the meeting content is not suitable for children and parents are requested to make child care arrangements
- (d) On the day of the meeting arrive early at the facility to check seating and equipment and set up a resource table. Handouts enable citizens to reference the information you are presenting and are useful when covering key points of information with their children. Whenever possible include information in languages representing the community population.

Conducting a Sex Offender Community Notification Forum Outline, a guideline from the Center for Sex Offender Management **SUGGESTED COMMUNITY NOTIFICATION FORUM OUTLINE**

- Welcome the attendees, introduce the Community Notification Team members and their roles, and the review the purpose of meeting.
- Inform the audience about Washington State's sex offender registration and state and federal community notification and protection laws.
- Provide information about the sex offender or offenders who are the subject of this particular community forum. This will usually include the information published in the notification flyer.
- Present information about local supervision and treatment efforts to safely manage registered sex offenders in the area. Consider including statistics and percentages of level II and level III offenders. Provide a brief description of specific efforts to safely manage a particular offender emphasizing supervision and special conditions.
- Explain the restriction for juvenile offenders to attend a school where the victim or victim's siblings are attending, if applicable.
- Explain that stability is a key ingredient to prevent reoffending. Include the consequences of abuse of the law by intimidating, harassing or threatening an offender.

- Acknowledge the audience's interest in their own safety, the safety of their children, and the safety of their neighborhoods.
- Provide contact information including the local sexual assault program for personal safety and child safety education, local law enforcement, and the Offender Watch website.

Example community notification educational materials including a PowerPoint presentation ~~are~~ can be found ~~in~~ on the WASPC Sex Offender Information and Notification Resource Center Website.

Protecting Victim Identification

It is important to avoid further injury to victims that may result from the inadvertent identification of the victim in the community notification process. Since victims are often members of the offender's family it is advisable, when describing the offender's criminal behavior in any level II or III community notification document or forum, to refrain from stating the specific relationship between the offender and the victim. A more general descriptor such as "relative," together with relevant victim gender and age range information, should be used. Graphic details of the crime should be avoided.

Additional Notifications

Local law enforcement should take risk factors into consideration when determining if additional notifications beyond the legislated mandate should be made. These might include a registered sex offender becoming transient, a radical change in appearance, a change in the offender's name, or a change in conditions.

Real Estate Agent Requirements

Buyer agents are "to advise the buyer to seek expert advice on matters relating to the transaction that are beyond the agent's expertise" ([RCW 18.86.050](#)). This has been further clarified in the seller disclosure statement as "Agents are not experts on the locations of sex offenders. Buyer's Agents are to instruct their client that information regarding sex offenders may be obtained from local law enforcement agencies."

NOTIFICATION CHECKLIST			
Daily as Needed:			
<input type="checkbox"/>	Receive state bulletin from DOC, DSHS, or JRA.		
<input type="checkbox"/>	Review offender risk level or complete risk level assessment for those not reviewed by ESRC.		
<input type="checkbox"/>	Assign offender risk level provided or reassign level and complete the required Departure Notice then forward as required		
<input type="checkbox"/>	Determine Scope of Notification (Level I, II or III)		
<input type="checkbox"/>	Determine scope of dissemination and provide required dissemination:		
Dissemination Required	Level I	Level II	Level III
Other Law Enforcement Agencies	X	X	X
Principals and School Districts (as required by RCW 9A.44.138)	X	X	X
Victims and witnesses (upon request per RCW 4.24.550)	X	X	X
Individual Community members living near an offenders residence, where the offender expects to reside or is regularly found (upon request per RCW 4.24.550)	X	X	X
Any individual who requests information regarding a specific offender (upon request per RCW 4.24.550)	X	X	X
Schools (as authorized by RCW 4.24.550)		X	X
Childcare Centers and Family Day Care Providers (as authorized by RCW 4.24.550)		X	X
Public Libraries (as authorized by RCW 4.24.550)		X	X
Businesses and organizations serving primarily children, women and/or vulnerable adults (as authorized by RCW 4.24.550)		X	X
Neighbors and community groups near the residence where the offender resides expects to reside or is regularly found (as authorized by RCW 4.24.550)		X	X
Public at Large			X
Community Notification per RCW 4.24.550(4)			X
Daily:			
<input type="checkbox"/>	Update publicly accessible website using Offender Watch. Level II and III offenders are always published. Kidnapping offenders are always published. Level I offenders are only published when they are out of compliance and/or register as transient. (RCW 4.24.550)		
Every 90-Days:			
<input type="checkbox"/>	Level III offenders: face-to-face address verification		
<input type="checkbox"/>	Consider these items in determining the need to distribute another notification bulletin: (a) offender becomes transient; (b) change in address; (c) radical change in offender's appearance; (d) change offender's name; and (e) change in conditions of registration.		
Every 6 Months:			
<input type="checkbox"/>	Level II offenders: face-to-face address verification		
Yearly:			
<input type="checkbox"/>	Level I offenders: face-to-face address verification		

APPENDIX I: OFFENDER WATCH STANDARDIZED PRACTICES

Offender Watch is not just an offender management and monitoring tool, it is also an investigative tool. As a Sex Offender Coordinator for your agency, remember, the more data you collect the more the tool will be for all users. State law requires you to enter specific information but it does not limit you from collecting additional data. Further, collection of additional data complies with the requirements of SORNA. Information should be entered consistently and timely. Documentation for level changes, compliance and relief should be entered in investigative notes and supporting documents uploaded.

BASIC ITEMS WHICH SHOULD BE FOLLOWED BY ALL AGENCIES STATEWIDE:

- ALWAYS BE CONSISTENT, UPLOAD DOCUMENTS (i.e. Scoring tools, police reports, court documents, registration forms, etc.), IMPORT IN A TIMELY MANNER, DOCUMENT IMPORTANT CHANGES (i.e. ANY Level changes, Name/Gender Changes).
- ALWAYS do a search before creating a new offender; we want to avoid any duplicate entries.
- All entries in Offender Watch should be in CAPS.
- Offender name in Offender Watch must match the offender name submitted with the offender fingerprint card to WSP.
- Start and end dates must be entered for all addresses to ensure accuracy of the WSP interface.
- Do not use the Juvenile flag on the Main tab. If the offender was a juvenile at the time of offense, document this on the Offenses Tab.
- When importing from another state, always check the SVP flag on the main page. In WA, the SVP flag should only be used when an offender is/was deemed an SVP under RCW 71.09.
- If an offender's name is longer than 30 characters, it will not be accepted in the interface with WSP; the 30-character name (same used for LiveScan and/or listed as the master name on the Triple I) should be entered in the Alias section to help avoid errors.
- Be sure to add/update the verification cycles. There should only be one active cycle per offender.
- Remember to update the compliance box when the offender is non-compliant
- Adding FTR offenses to the offense tab – Only add Class B or C offenses that are registerable. All other FTR convictions should be posted in the notes section.
- All Kidnapping offenders should be published on the public site. RCW 4.24.550(5)(a)
- Never delete imported records and reports.
- When documenting school/work/volunteer, if there is not one reported, document “none reported” but DO NOT check the primary current box, just enter the date.
- When an offender moves to your jurisdiction, continue to use the last assigned risk level until you have completed your review.
- Any change in level should be documented in the investigative notes

STATUS:

- Active—used for all active Offenders
- Active Transient—use for any transient offender
- Active Local Jail—use when and offender is in a local jail

- Active Absconded—Use when the offender has absconded; make a note in the address line indicating that you either have a warrant or are unable to locate the offender
- Inactive Incarcerated—Use when the offender goes to DOC or SCC or Federal Detention
- Inactive Reg. Expired—Use when the offender is Administratively Relieved or Relieved by the court; Note “relieved” or “ROD” in the address line with additional documentation in the Investigative Notes.
- Inactive Out of Area—Is only used for offenders that move out of state and have registered in the new state of residence, once confirmation is received that the offender registered in the new state; the state (and address) should be added to the address tab.
- Inactive Deceased—Enter “deceased” in the address field.

SEALED RECORDS:

- Send the court order to WASPC.
- WASPC will import the record to a hidden account and create a “ghost” record that is still searchable by Name/DOB. This record WILL NOT have any additional records attached to it.

ENTERING ADDRESSES (OFFENDERS IN CUSTODY, RELIEVED OF DUTY, TRANSIENT, OR OUT-OF-STATE):

- Leave street number field blank. Do not use 000 in Street # or it will not show “initial block of” on the website.
- Below is the agreed upon entry format for the various items. These updates should be made by the agency of registration.
- Always enter start and end dates.

Street Address	City	County	State
TRANSIENT	CITY	COUNTY	WA
FAIL TO VERIFY	CITY	COUNTY	WA
INMATE – DOC		COUNTY	WA
RESIDENT—SCC/JRA		COUNTY	WA
INMATE—JAIL	CITY	COUNTY	WA
OUT OF STATE (if you don’t have the address)	CITY	COUNTY	STATE
<u>RELIEVED OF DUTY—REASON (ADMIN, COURT DECISION, BATSON, TAYLOR, DECEASED, COURT RELIEF ORDERED, ETC.) (admin or court)</u>	CITY	COUNTY	WA
DECEASED	CITY	COUNTY	WA

- If an offender is returned to custody, DOC, JRA or the SCC should notify local law enforcement. Local law enforcement is the appropriate agency to update the offender record. DOC, JRA and the SCC should only import offender files as individuals are preparing for release.
- Enter street types using US Postal designations, i.e. AVE, BLVD, CT, DR, LN, ST, WAY, RD
- Apartment, unit, suite numbers must be entered in the apartment field. Do not enter the apartment number in the address field. The address field includes the street name and address number only. IE 141---B Main St should be entered as “141 Main St” in the address field and “B” in the apt field.

PUBLISHING INFORMATION:

The publish check box is located on an offenders main page, on the general tab and the text next to the box is in red.

- Transient, Out-of-Compliance—Check the publish box for Level I offenders who are transient or non-compliant. Level I offenders are blocked from publication on the public website unless this box is checked. If you check a Level I offender who would not be published, the information is blocked from the website, but an e-mail with no information would go out to anyone registered. The e-mail component is triggered as needed to send the data to other law enforcement agencies.
- Tribal RSOs—Process sex offenders convicted in tribal court the same as out-of-state offenders. Remember to notify RSO of the obligation to register with the tribe if they live, work or go to school on tribal lands.
- Lives in one county but works or goes to school in another—Radial notifications should always go out for residency. LE in the county of employment or school may do a radial notification based on the address where the RSO may regularly be found, i.e. place of employment, school.
- Out-of-area posting—When an offender moves out of state, they are shown as “inactive, out-of-area” in Offender Watch, but are not published on the website.

US MARSHAL NOTIFICATION:

Under the Adam Walsh Act, the United States Marshals Service (USMS) has a responsibility to assist their state/local partners with the identification, investigation and prosecution of non--compliant sex offenders. Additionally, if that offender has absconded and travels in interstate commerce, the USMS can seek prosecution of that offender under 18 USC 2250.

The following should serve as a guide when sending a USMS alert through Offender Watch:

1. Upon discovery that an identified non-compliant sex offender may have absconded.
2. When sending an alert to the USMS, please provide as much information as possible in both the alert and offender record.

Any other information pertaining to the relocation of an offender should be sent to the appropriate sex offender registry office.

Marshal notification is completed by checking the box in the “Alert US Marshal’s” field on an offenders main page, general tab. Fill in the requested information on the pop---up window and click “alert”

CHANGES IN REGISTRATION REQUIREMENTS:

- When an RSO with a 10 or 15-year registration requirement has “timed out” then either upon request or at agency discretion, the LE agency should run a criminal history and check to see if the offender has had any new disqualifying offense convictions. If none and the person is eligible for relief, a WSP Relieved of Duty form (found under reports in Offender Watch) is completed and Offender Watch is updated. The update to Offender Watch may trigger an error email from the

WSP interface, they are just looking for confirmation that the relief is correct in the system; no further action is needed unless WSP requests additional information. In counties with oversight committees, the committee chairperson should sign off the form. Documentation should be added to the agency file and notification provided to the offender.

When an RSO with lifetime registration meets the criteria and requests to be relieved of the duty to register, a petition must be submitted to the court. Petition forms are available on www.courts.wa.gov and may be used as a model of an informational sheet given to registered sex and kidnapping offenders on how to petition the court to be relieved of the requirement to register.

LEGAL NAME/GENDER CHANGES:

Current federal and state laws do not prevent offenders from legally changing their names. However, these changes do not relieve the offender from their duty to register. When an offender provides court documents supporting a legal name or gender change the following are the recommended best practices:


- To add a new name only as an alias, send in the court documents to the WSP. Court ordered name changes do not change the master name on the WSP record. The master name is the name given on the first retainable set of fingerprints the WSP entered to our database.
- To change the offender's name or gender on the WSP SOR registry (which does not affect the master name or gender) you will need to send a new completed fingerprint card and a color photo. The name/gender given on the most current registration will appear on the registry and all names given on a fingerprint registration card will appear in the alias section of the WSP criminal history record information (CHRI).
- Update Offender Watch. The offender's name and if applicable (transgender persons) gender should be updated to reflect the new information. A new picture and all court records should be uploaded. Investigative notes should be included which explain the change and any other relevant information. Include the offenders prior legal name in the alias section. Update physical description if this has changed, remember to include details like wears colored contact lenses in the other characteristics section.
- Things to consider when an order to change the gender marker is received:
 - consistent documentation
 - has the offender had a gender re-assignment surgery
 - any additional considerations from your agency legal advisor
- Explain the offenders continued duty to register as required by law and provide them with a new notification of registration form, obtain all signatures and initials, once complete scan and upload this information into Offender Watch.

OFFENDER WATCH AND SEX OFFENDER REGISTRY INTERFACE

The Offender Watch & Sex Offender Registry Interface is a collaborative initiative by the Washington State Patrol (WSP) and the Washington Association of Sheriffs and Police Chiefs to retrieve data from Offender Watch and automatically update the WASIS system. As a result, the OWSOR achieves a reduction in redundant work and minimization of manually processing data. Thus, improving the accuracy, consistency and timeliness of the SOR data stored in WASIS.

Remember to always read and address any “Transmission error” email messages you receive or the official record will not be accurate. For additional information, please see the WSP OWSOR Interface User manual and the OW Interface Tips.

APPENDIX II: SAMPLE NOTIFICATION BULLETINS



Pierce County
Sheriff's Office

SHERIFF PAUL A. PASTOR

Sex Offender Information Bulletin
Notification of Release
Level III offender

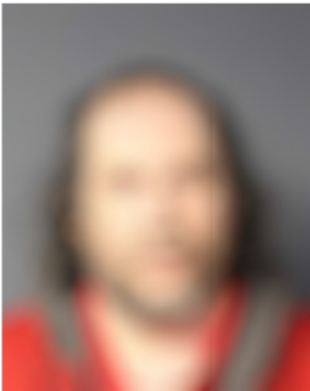
Pierce County WA Sheriff's Office

03/07/2017

The Pierce County WA Sheriff's Office is releasing the following information pursuant to RCW 4.24.550, which authorizes law enforcement agencies to inform the public of a sex offender release when, in the discretion of the agency, the release of information will enhance public safety and protection.

The individuals who appear on such notifications have been convicted of a sex offense that requires registration with the Sheriff's Office in the county of their residence. Further, their previous criminal history places them in a classification level which reflects the potential to reoffend. This individual has served the sentence imposed on them by the courts. **HE/SHE IS NOT WANTED BY LAW ENFORCEMENT AT THIS TIME. THIS NOTIFICATION IS NOT INTENDED TO INCREASE FEAR; RATHER IT IS OUR BELIEF THAT AN INFORMED PUBLIC IS A SAFER PUBLIC.**

Law Enforcement has no legal authority to direct where a sex offender may or may not live. Unless court ordered restrictions exist, this offender is constitutionally free to live wherever he/she chooses.



Aliases

No aliases found

Convictions

Date	Crime
Oct 30 1989	Child Molestation In The First Degree

Public Comment

In 1989, [REDACTED] pled guilty to 3 counts of Child Molest in the first degree in Snohomish County. [REDACTED] then age 17 molested three known male victims ages 6, 7 and 9. The victims either resided in the same trailer park as [REDACTED] or attended the same church as he did. In 1986, [REDACTED] (then age 14) sexually assaulted a 9 year old known non-familial male. He was originally charged with 1st degree Statutory Rape and indecent liberties but eventually pled guilty to 1st degree "Statutory Rape". [REDACTED] has participated in sex offender treatment but did not complete the program. In 1994, he was found to meet the criteria of a Sexually Violent Predator (SVP) and civilly committed to the Special Commitment Center (SCC) on McNeil Island. On 02/05/16 he was released to a less restrictive alternative placement in Stanwood, Washington. In 2016, [REDACTED] was transferred to the Secure Community Transition Facility (SCTF) on McNeil Island. He will be escorted when he leaves his secure housing. Due to [REDACTED] sexual criminal history he has been classified as a level 3 Sex Offender.

Age	45	Race	White
Sex	Male	Hair	Brown
Eyes	Blue		
Residence	4,100th block of 200TH ST E, SPANAWAY WA 98387		

(Name and clear photos should be included in actual community notifications.)



Thurston County WA Sheriff's Office
John Snaza
2000 Lakeridge Drive SW
Olympia, WA 98501
360 754-2894

The Thurston County Sheriff's Office is releasing the following information pursuant to RCW 4.24.550. The individual who appears on this notification has been convicted of an offense that requires registration with the Sheriff's Office and places him/her in a classification level which reflects the potential to re-offend. This individual has served the sentence imposed on him/her by the courts and has advised this office that he/she will be living at the location listed. This notification is not intended to increase fear; rather, it is our belief that an informed public is a safer public.

Sex Offender Notification

Offender Information

Registration # 349179

Name [REDACTED]
Comments:

Age 19
Sex Male
Race White
Height 6.02
Weight 225
Hair Black
Eyes Brown



Residence

Street	City	County	State	Zip
2100 block of OVERHULSE RD NW	OLYMPIA	Thurston	WA	98502

Alias

CHANCE HOOPER-LINN

Scars/Tattoos

Location	Type/Description	Location	Type/Description	Location	Type/Description
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Offense

Date Committed	Date Convicted	Counts	RS Code/Description	Crime Details
	01/04/2012	1	9A.64.020(1)(b)- Incest in the first degree	
	01/04/2012	1	9A.64.020(2)(b)- Incest in the second degree	
	08/22/2016	1	9A.40.090- Luring (Sexually Motivated)	

(Name and clear photos should be included in actual community notifications.)

APPENDIX III: RESOURCES

RESOURCES FOR LAW ENFORCEMENT AGENCIES

- Terrina Peterson, WASPC Sex Offender Registration and Notification Coordinator
360-486-2386 or tpeterson@waspc.org
- Offender Watch: 1-888-WATCH-12 or <http://watchsystems.com/>
- Jail Booking and Reporting System (JBRS): www.jbrs.org
- Facebook
 - Report Abuse: <https://www.facebook.com/help/359033794168099/>
 - Law Enforcement: <https://www.facebook.com/help/473784375984502/>

WASHINGTON STATE RESOURCES

OFFENDER INFORMATION

- Washington Association of Sheriffs and Police Chiefs (WASPC)—Washington State Sex Offender Information Center: www.waspc.org or 360.486.2380
- Washington State Patrol (WSP), Identification and Criminal History Section
Sex/Kidnapping Offender Registry: 360-705-5100 or SORsubmissions@wsp.wa.gov
 - [WSP OW Sex Offender Registration Interface Manual](#)
 - [WSP OW Sex Offender Registration Interface Tips](#)
- Local Sheriff's Office:
- Links to Washington State Laws regarding registration/notification: www.access.wa.gov or <http://apps.leg.wa.gov/rcw/>
 - Public Notifications—[RCW 4.24.550](#)
 - Registration of sex offenders and kidnapping offenders—[RCW 9A.44.130](#)
 - End of Duty to Register—[RCW 9A.44.140](#)
 - Address Verification—[RCW 9A.44.135](#)
 - Notice to persons convicted of sex offenses and kidnapping offenses—[RCW 72.09.330](#)
 - Registration requirement changes—[RCW 9A.44.145](#)
 - Central Registry—Sex offenders and kidnapping offenders—[RCW 43.43.540](#)
 - Sex offenders, release of information to protect public, End of Sentence Review Committee, Assessment, Records access, Review, classification, referral of offenders, Issuance of narrative notices—[RCW 72.09.345](#)
 - Homeless registered offenders—[RCW 9A.44.130](#)
 - Juvenile offender school notifications and restrictions—[RCW 13.40.215](#)

STATE DEPARTMENTS

- Department of Corrections (DOC) www.doc.wa.gov
- Indeterminate Sentencing Review Board (ISRB): www.doc.wa.gov/corrections/isrb/default.htm
- Department of Social and Health Services (DSHS): www.dshs.wa.gov
 - [Juvenile Rehabilitation Administration \(JRA\)](#)
 - [Mental Health Division \(MHD\)—Western and Eastern State Hospitals](#)
 - [Special Commitment Center \(SCC\)](#) for sexual predators
- Department of Labor and Industries—Crime Victim Compensation Program:
www.lni.wa.gov/claimsins/crimevictims/ or (800) 762-3716
- Office of Superintendent of Public Instruction – Sex Offender Management in Schools:
www.k12.wa.us/safetycenter

VICTIM SERVICES

- Office of Crime Victims Advocacy: <https://www.commerce.wa.gov/serving-communities/crime-victims-public-safety/office-of-crime-victims-advocacy/> or (800) 822-1067
- Department of Corrections—Victims Services Program: www.doc.wa.gov/victims or (800) 322-2201
Department of Social and Health Services, Victim/Witness Notification: (800) 422-1536
- Washington Coalition of Sexual Assault Programs: www.wcsap.org
- Statewide Automated Victim Information and Notification (~~SAVIN~~WA VINE): www.vinelink.com or (877) 846-3492

NATIONAL RESOURCES

- National Sex Offender Public Registry: www.nsopr.gov
- National Institute of Justice, Office of Justice Programs: www.nij.gov
- Center for Sex Offender Management: www.csom.org
- National Sexual Violence Resource Center: www.nsvrc.org
- National Center for Missing and Exploited Children: www.missingkids.com
- The Jacob Wetterling Foundation: www.jwf.org
- National Center for Victims of Crime: www.ncvc.org
- National Organization for Victim Assistance: www.trynova.org
- National Center for State Courts: www.ncsconline.org
- National Sheriffs' Association: www.Sheriffs.org
- The Association for the Treatment of Sexual Abusers: www.atsa.com
- National Council of State Legislatures: www.ncsl.org
- National District Attorneys Association: www.ndaa.org
- Office for Victims of Crime: www.ovc.gov
- Office on Violence Against Women: www.usdoj.gov/ovw
- Mothers Against Drunk Driving (MADD): www.madd.org
- International Association of Chiefs of Police, Victim Services Committee: www.theiacp.org/victim-services-committee
- Megan's Law: www.megans-law.com



Washington Association of
**SHERIFFS &
POLICE CHIEFS**

2020-2021 Strategic Intentions

3060 Willamette Drive NE
Suite 200, Lacey WA 98516

p. 360.486.2380
f. 360.486.2381

www.waspc.org

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Executive Summary

This document serves to provide a long-term overview of what we do and where we are going.

Mission Statement

The mission of the Washington Association of Sheriffs and Police Chiefs is to lead collaboration among law enforcement executive to enhance public safety.

Identity Statement

The Washington Association of Sheriffs and Police Chiefs advances its mission by serving law enforcement executives, primarily in the State of Washington, by providing sustainable programs, projects and services.

Values

The Washington Association of Sheriffs & Police Chiefs value:

- A mission-driven association
- Honesty and integrity
- Diversity
- Accountability and responsibility to our members and our communities
- Quality services to our members
- Membership involvement
- Public/private partnerships
- Competent, professional staff
- Progressive innovation

Organizational

The association was founded in 1963 and consists of executive and top management personnel from law enforcement agencies statewide. Our membership includes sheriffs, police chiefs, the Washington State Patrol, the Washington Department of Corrections, and representatives of a number of federal agencies. WASPC is governed by its executive board.

WASPC is the only association of its kind in the nation combining representatives from local, state, tribal, and federal law enforcement into a single body, working toward a common goal.

WASPC's function is to provide specific materials and services to all law enforcement agencies in the state, members and non-members alike.

The 1975 legislature made WASPC a legal entity designating the association as "combination of units of local government." (RCW 36.28A.010)

Principles for Community Trust

WASPC advocates for public safety improvements that make everyone safer, including law enforcement.

- Perceptions of Law Enforcement: Law enforcement remains one of the most respected professions in Washington. Retaining and improving public trust is top priority for WASPC. We take seriously concerns about police interactions with the community and continuously work to improve our policies, training, culture and transparency. There is a lack of understanding that the men and women who swear an oath to uphold public safety are required to face violent and chaotic situations. We accept that responsibility while we also ask individuals to take responsibility for their own actions, for policy makers and elected officials to bring our communities together and for all of us to work together for common solutions.
- Rule of Law: WASPC strongly urges elected policy makers to create laws that are clear, supported, and can be consistently enforced. Disagreements or different applications of laws based on political expediency or policy makers' unwillingness to make difficult decisions leads to reduced trust in the rule of law and is harmful to public safety and public trust.
- Deadly Force: WASPC has worked with advocates and community groups to remove "malice" from the legal standard, to come together and build trust. We will continue to work to improve training, focus on de-escalation, and provide transparency. We also expect

the community to take responsibility for supporting law enforcement in the split-second decisions required, and to reinforce that reducing officer-involved deadly force incidents will be enhanced by not attacking or fighting with law enforcement. De-escalation is for everyone. We strongly support the following “Tips for Safety” from the Washington State American Civil Liberties Union (ACLU):

STAY CALM AND STAY PUT. Don’t run or suddenly move.

KEEP YOUR HANDS where the officer can see them and free of any objects if possible.

NEVER TOUCH any police officer.

FOLLOW INSTRUCTIONS. You can always make a complaint later if you feel your rights were violated.

- Criminal Justice Reform: WASPC acknowledges that implicit and institutional bias and discrimination exist in all aspects of society: criminal justice, education, housing, health care, finance, and more. We will work in concert with policy makers and others to make systemic improvements to understand, reduce and control the implicit and institutional biases and barriers that inhibit every person’s success. Reform in the criminal justice system should be based on public safety outcomes and should not ignore concern for law enforcement, victims of crime, and justice. Assisting offenders with re-entry and reducing recidivism is good for public safety. Achievement of these goals are worth our state’s investment of time, money, and resources.
- Behavioral Health: WASPC strongly urges our policy makers to fund and support a robust, “wrap-around” system for those with serious and untreated mental and behavioral health problems. WASPC does not believe that further placement into the community and overall reductions of institutions for those with most serious illnesses is good policy. Placing people with serious health issues out onto the street is not compassionate and can result in increased calls for service, and potential violent interactions with the public and law enforcement.
- Homelessness: WASPC supports a comprehensive approach to homelessness. There are many complex dynamics that contribute to the issue. Criminal transients and those who willingly commit crimes should be prosecuted within the law. They are not in the same category as homeless persons, including those with behavioral health problems and addictions, who need and will accept help. We urge policy makers to delineate between these two groups and solutions should recognize their differences.
- Basic Law Enforcement Training: Washington should fully fund the basic law enforcement academy. The surcharge on traffic tickets, which formerly funded all basic training, was redirected by the

legislature into the general fund many years ago and led to long delays between when officers are hired and can be properly trained. Funding of basic training is a state responsibility.

- Public Safety Funding: Public safety is a core function of government and should be funded that way. The criminal justice system should not be reliant on revenue from citations, arrest warrants, or special funds related to sales of marijuana or gambling.
- Marijuana: WASPC acknowledges that the voters of our state made a specific decision to decriminalize marijuana. We urge policy makers to support necessary enforcement to reduce “gray market” sales, illicit juvenile consumption, and impacts on neighborhoods from illicit grows and organized crime. Regulation of marijuana should be based on public safety, not cannabis sales revenue.

Membership

WASPC membership includes Active, Associate, Affiliate and Life categories. Applications are reviewed by the WASPC Membership Committee and WASPC Executive Board, with final approval made by the WASPC Executive Board.

Members may represent the association by chairing a WASPC committee, as a WASPC representative on a task force or work groups, and/or as an elected member of the WASPC Executive Board.

WASPC intends to:

- Contact newly appointed/elected chiefs, sheriffs, and agency heads upon their appointment to encourage their participation in WASPC
- ~~Provide all new members with a welcome packet~~
- Encourage new members to participate in LEMAP, accreditation and professional development opportunities
- Invite all new members to attend a new member orientation, provided at WASPC conferences

Committees

Committees are the mechanism by which the members come together in smaller groups to conduct the business of the Association. Committees are formed by the WASPC Executive Board. Any member can serve on any committee by simply requesting inclusion.

The Vice President of the Association serves as the Board Liaison to all standing WASPC Committees. The Liaison communicates with each committee quarterly and reports back to the WASPC Executive Board at

each regularly scheduled meeting. The Vice President of the Association serves as a member of the WASPC Finance and Personnel Committee.

WASPC intends to:

- Maintain the following standing committees:

Boating Safety;
Corrections;
Financial and Personnel;
Grants;
Homeland Security/Intelligence;
Indian Country Law Enforcement;
Law Enforcement Training;
Legislative;
Membership;
Model Policy;
Past Presidents;
Professional Services;
Public Trust;
Small Agency;
[Technology](#)
[Traffic Safety](#)
[University Policing](#)
[Wellness & Resiliency](#)

- [Technology](#);
[Traffic Safety](#);
[University Policing](#); and
[Wellness & Resiliency](#)

- Require each committee to maintain a charter outlining the committee's purpose, membership, chairperson(s) and duties, to be reviewed and approved annually by the Executive Board.
- Encourage members to join committees.
- Encourage all committees to meet at least semi-annually.
- Assign a WASPC staff member to serve as a staff liaison/convener for each committee.
- Annually conduct a review of all committees. The review will be conducted at the annual Board Retreat. Inactive committees may be removed. New chairs/co-chairs for the committee may be appointed by the President.
- Create Ad-Hoc committees and taskforces that are single-issue driven. Taskforces and Ad-Hoc committees are created by the President and shall continue only during the term of that President.

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Partnerships

WASPC is recognized in statute as a 'combination of units of local government.' As such, WASPC relies on partnerships and positive working relationships to provide services to our members.

WASPC intends to:

- Maintain partnerships with the following organizations:

Association of Washington Cities;
Health Care Authority (HCA);
Washington Association of County Officials;
Washington Association of Prosecuting Attorneys;
Washington Council of Police and Sheriffs;
Washington Fraternal Order of Police (FOP);
Washington State Criminal Justice Training Commission;
Washington State Department of Corrections;
[Washington State Patrol](#);
Washington State Sheriffs' Association;
Washington State University (Criminal Justice Institute and Division of Governmental Studies and Services);
Washington Traffic Safety Commission; and
federal partners.

- Maintain a partnership with the Washington Chapter of the FBI—NAA.
- Maintain liaison relationships with the following groups:

Legal Advisors;
Explorers;
Law Enforcement Torch Run; and
LEIRA

Programmatic/Operational

The Association offers various programs, projects and services which support WASPC's mission to enhance collaboration among law enforcement executives.

Conferences

Conferences are a key service that WASPC provides its members. The conferences provide for training, networking, contact with vendors and the conduct of Association business. Conferences are held semi-annually in various locations around the state.

WASPC intends to:

- Continue "Critical Issues Forums" for panels on topics of interest to our members
- [Include a best practices forum at each conference](#)
- Provide time at conferences for awards and recognition
- Control presentations and agendas to avoid redundancy
- Provide scholarship opportunities for members at each conference
- Continue to facilitate relationships and opportunities among conference attendees to engage in networking
- Invite retirees/life members to conferences
- Sponsor a tradeshow at each Spring Conference
- [Provide sponsorship opportunities for exhibitors at each conference](#)
- [Develop virtual conference platform](#)

Executive Training

Review, evaluate and potentially implement an executive development training program with the Risk Pool partners.

WASPC intends to:

- [Continue collaboration with Washington risk management organizations to provide new chief /sheriff and command level training, and to provide support for our members to increase professionalism and reduce risk](#)
- [Explore expansion of virtual training platform to offer suite of executive development courses for WASPC members](#)

Management Support Services

Accreditation provides for the professionalism of the law enforcement industry by providing a review process for agencies. In 1976 the Association was directed by the Washington State Legislature to develop standards and goals for Washington State Law Enforcement. The Association has maintained an operational accreditation program since that time.

The LEMAP program provides law enforcement administrators an opportunity to have a critical review of their organization through the eyes of peer professionals. The resulting report should serve as a guide to identify areas in need of strengthening and highlight positive or innovative programs existing within the agency. A LEMAP assessment also provides interested agencies with a roadmap of information that will greatly assist them should they decide to pursue WASPC accreditation.

Peer review and outside audits are central to agency performance and continuous improvement.

WASPC intends to:

- Encourage the use of the Loaned Executive Management Assistance (LEMAP) program to members
- Remove cost as an impediment to LEMAPS and Accreditation, to encourage our members' use of these resources, through grants and partnerships with risk management pools
- Continue to inform members of the benefits of the WASPC Accreditation program
- Encourage implementation of preferred practices, model policies and procedures to further the professionalism of law enforcement and corrections
- Ensure management services programs are available to all members
- Provide executive search services as requested

Legislation

WASPC serves as the centralized point for the monitoring and influencing of law enforcement related legislation both at the state and federal level. The most effective lobbying effort utilizes the efforts of WASPC's members; however, it is recognized that there must be a coordinated effort that is accomplished by staff, both full-time and contract.

WASPC intends to:

- Conduct regional visits to Legislative Leadership in home districts

- Maintain active liaison with partner associations (WACO, WAPA, AWC, WSAC, WACOPS, FOP, CJTC, and LEAD Bureau)
- Continue the creation of an annual Legislative Agenda
- Utilize "Big Themes" that includes communications, policy and legislative outcomes
- Continue an educational lobbying presence
- Provide real-time legislative information to all members
- Improve legislator's knowledge of the programs and services WASPC provides on behalf of the State of Washington

Communications

Provide communications and outreach support for WASPC itself and as a resource for our members.

WASPC intends to:

- ~~Establish an external communications and outreach capability, and develop a strategic communications plan~~
- ~~Send regular "Director's Updates" to members with pertinent and timely information~~
- ~~Regularly send Executive Director newsletters to members with pertinent and timely information~~
- ~~Provide member agencies with a 'Communication Tool Kit'~~
- Consider how we could potentially incorporate/merge communications into a member services/outreach staff position
Possible to pull conference, social media, external informational opportunities at partner agency events/conference, etc.

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Research and Planning

WASPC recognizes that there are many issues facing law enforcement executives in their respective communities. In addition to those issues that are readily apparent, there are other emerging issues that will present themselves in the future. WASPC will research these issues with its strategic partners to provide a forum for in-depth discussions and work to provide its members a response framework.

WASPC intends to:

- ~~Continue to work with the Criminal Justice Training Commission on the Justice Based Policing Initiative, including presentation of information to WASPC members~~
- Schedule presentations from subject matter experts on current and emerging issues
- Continue to work with the State Department of Corrections to review changes to the current corrections system in the state.
- Develop best practice methodologies in the areas of diversion, jail operations and re-entry that serve as model policies and/or allow for cost savings on the part of cities, counties, tribal jails, the state and federal bureau of prisons. This should also include collaboration in the area of jail medical expense and jail pharmaceuticals.
- Continue to work with universities and institutions of higher learning to conduct research into contemporary law enforcement public safety issues.

State Funded Programs

WASPC provides law enforcement programs funded by the Washington State Legislature. The programs and enterprises are often the result of legislative mandates and WASPC's unique status as a 'combination of units of local government.' As directed by the Washington State Legislature and in support of the Association mission statement;

WASPC intends to:

- Responsibly operate the following programs:

24/7 Sobriety Monitoring;

~~Arrest and Jail Alternatives Grants~~

~~Automated Victim Information and Notification System (VINE);~~

~~Firearm Purchase Denial Reporting;~~

~~Jail Booking and Reporting System (JBRS);~~

~~Law Enforcement Assisted Diversion Grants;~~

~~Mental Health Field Response Team Grants;~~

~~Missing Persons Website;~~

~~National Incident Based Reporting (NIBRS)~~

~~School Safety Support (School Mapping);~~

~~Sex Offender Address Verification Grants;~~

~~Sex Offender Case File Imaging;~~

~~Sex Offender Website;~~

- ~~Automated Victim Information and Notification System;~~

~~Firearm Purchase Denial Reporting;~~

~~Jail Booking and Reporting System;~~

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~~Law Enforcement Assisted Diversion Grants;~~
~~Mental Health Field Response Team Grants;~~
~~Missing Persons Website;~~
~~School Safety Support (School Mapping);~~
~~Sex Offender Address Verification Grants;~~
~~Sex Offender Case File Imaging;~~
~~Sex Offender Website;~~
Protective Order Notification; and
Washington Auto Theft Prevention Authority

Correctional Options Services

WASPC engages in business enterprises that are expected to be consistent with the overall mission of the Association and are to general revenue to support that mission.

The Correctional Options Services department was established by WASPC in 1991. WASPC Correctional Options Services offers electronic monitoring equipment (EHM) and services for alternatives to incarceration.

WASPC intends to:

- Provide excellent customer service in all areas of operations.
- Maintain the average daily population (ADP) in the Correctional Options Services Program.

Infrastructure

WASPC's membership, programs, and services are supported by the WASPC staff. WASPC values competent and professional staff. Additionally, WASPC recognizes the importance of investment in infrastructure to further our mission and values.

WASPC intends to:

- Annually review capital and operating reserve guiding principles.
- Maintain a website with up-to-date information about the organization and the programs and services WASPC provides.
- Hire employees who demonstrate honesty and integrity.
- Review the employee salary schedule at least every three years.
- Maintain a full functioning IT department to support WASPC members and staff.
- ~~Develop a disaster recovery plan.~~

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