



# MILWAUKEE POLICE DEPARTMENT

## STANDARD OPERATING INSTRUCTION

### SENSITIVE CRIMES DIVISION

**ISSUED:** September 1, 2021

**EFFECTIVE:** September 1, 2021

**REVIEWED/APPROVED BY:**

Inspector Paul Formolo

**DATE:** August 9, 2021

**ACTION:** Amends SOI (September 17, 2018)

**WILEAG STANDARD(S):** NONE

#### **I. PURPOSE**

The purpose of this standard operating instruction is to provide members information regarding the responsibilities of the Milwaukee Police Department Sensitive Crimes Division.

#### **II. POLICY**

The Sensitive Crimes Division will provide a specialized and professional response in the investigation of crimes impacting the most vulnerable in the community through a survivor-centered, offender focused approach.

#### **III. DEFINITIONS**

##### SENSITIVE CRIME

Crimes that include but are not limited to: sexual assaults, crimes against children, missing persons, and human trafficking.

#### **IV. RESPONSIBILITIES**

A. The Sensitive Crimes Division (SCD) is a support unit within the Criminal Investigation Bureau of the Milwaukee Police Department designated to address the needs of the department as they relate to missing persons or criminal offenses which by their nature would be considered "sensitive" within the community.

B. When notified of a sensitive crime or sensitive incident, the Sensitive Crimes Division shall assess each incident and designate resources as appropriate.

C. The SCD is responsible for the case management of:

1. Sexual Assault Investigations
2. Human Trafficking
3. Crimes Against Children
4. Critical Missing Persons / Long Term Missings

#### 5. Sex Offender Accountability

- D. The SCD shall liaison with the state probation and parole offices as it relates to juvenile matters and convicted sex offenders.
- E. The SCD shall liaison with the Child Abuse Review Team (CART) as it relates to child maltreatment investigations.
- F. The SCD shall liaison with the Sexual Assault Response Team (SART) as it relates to sexual assault investigations.
- G. The SCD shall ensure that all evidence related to investigations is collected and inventoried pursuant to department policies. Access to all evidence and incident reports (not included in standard access) related to investigations is limited to members of the SCD unless otherwise authorized by the commanding officer of the SCD or higher authority.
  - 1. SCD members shall ensure that any media storage device(s) or printed document(s), to include any working copies, are protected from public view and properly secured in a locked area by the member responsible for the media storage device(s) or printed document(s).
  - 2. SCD members shall ensure their department computer screen is locked and protected from public view when they are not at their workstation.
- H. SCD members shall respect and ensure the privacy of all complainants and victims and shall not release the identity, address, or personal information of any complainant or victim without their consent except when in accordance with state law or if the victim is in danger.
- I. SCD members shall respect and ensure the privacy of potential suspects in accordance with the law.
- J. SCD members shall be cognizant of and comply with all requirements of any memorandum of understanding between the department, the Sojourner Family Peace Center, and any other community stakeholders as it relates to SCD operations.



JEFFREY B. NORMAN  
ACTING CHIEF OF POLICE