



2022

# CASE SYSTEMS TRAINING REVIEW

CONDUCTED BY THE WASHINGTON STATE  
CRIMINAL JUSTICE TRAINING COMMISSION

---

Prepared by: Jen Wallace, Sexual Assault Investigations Program Manager



# TABLE OF CONTENTS

---

<b>1</b>	List of Acronyms
<b>2</b>	Contributing Agencies and Case System Training Review (CSTR) Team Members
<b>3</b>	Executive Summary of the 2022 Case Systems Training Review
<b>5</b>	Case Systems Training Review Process
<b>8</b>	Participating Department Sexual Assault Reporting Statistics and Detective Surveys
<b>11</b>	Case Systems Training Review Results and Recommendations
<b>17</b>	Overview of the WSCJTC SAI Program – Course Content, Participating Agency Statistics and Recommendations
<b>22</b>	Legislative Considerations
<b>25</b>	Conclusion
<b>27</b>	Attachments

# ACRONYMS

---

**BLEA** – Basic Law Enforcement Academy

**CCPO** – Clallam County Prosecutor’s Office

**CSTR** – Case Systems Training Review

**EIT** – Educational Integration Team

**EVAWI** – End Violence Against Women International

**KCPO** – King County Prosecutor’s Office

**PAPD** – Port Angeles Police Department

**PM** – Program Manager

**PORSA** – Patrol Officer Response to Sexual Assault

**SAI** – Sexual Assault Investigations

**SAKI** – Sexual Assault Kit Initiative

**SANE** – Sexual Assault Nurse Examiner

**SBB** – Start By Believing

**SPD** – Seattle Police Department

**VCERT** – Victim-Centered Engagement and Resiliency Tactics

**WAPA** – Washington Association of Prosecuting Attorneys

**WSCJTC** – Washington State Criminal Justice Training Commission



# TEAMS INVOLVED

---

The WSCJTC would like to acknowledge and express gratitude to the various contributors to the 2022 Case Systems Training Review Project:

- **Port Angeles Police Department**, Detective Sergeant Kori Malone
- **Clallam County Prosecutor's Office**, Deputy Prosecuting Attorney Michele Devlin
- **Seattle Police Department**, Detective Sergeant Pamela St. John
- **King County Prosecutor's Office**, Deputy Prosecuting Attorney Emily Petersen

## *Case Systems Training Review Team*

**Jen Wallace, Project Manager** (WSCJTC Program Manager)

Team Lead Kari Overson (Overson Investigative Group); Team Lead Connie Gits (U.S. Probation (ret.)); Team Lead Patti Toth, JD (former prosecutor and former WSCJTC Program Manager); Riddhi Mukhopadhyay, JD (Exec. Director, Sexual Violence Law Center); Antoinette Bonsignore, JD (prosecutorial and legal analyst); Julia Hartnell (Deputy Prosecutor, Chelan County); Mike Davis (retired Sgt. Vancouver Police Dept.); Sgt. Curtis Whitman (Washington State University Police Dept.); Megan Allen (Legal Advocate, King County Sexual Assault Resource Center); Emily Stone, MSW (Public Policy Director, WSCADV); Trina Ledbetter (Guardian Investigations Group); Andrea Piper-Wentland (SAI Training Consultant and Instructor); Amy Gallardo (Forensic Interviewer and CJTC Instructor); Rebecca Winnier (WSCJTC); and Megan Saunders (WSCJTC)

A special thanks to Antoinette Bonsignore and Emily Stone for their report contributions.

## **Other Acknowledgments**

The Records Division at Port Angeles Police Department  
The Records Division at Seattle Police Department

# CASE SYSTEMS TRAINING REVIEW – EXECUTIVE SUMMARY

---

*What are you able to tell me about what happened? I'm sorry this happened to you. I believe you.* Take all the time you need. These are all examples of a police officer's trauma-informed response to victims of sexual assault. Such statements and open-ended questions are research-based best practices that, when accompanied by a basic understanding of the neurobiology of trauma and its influence on survival responses, can demonstrate empathy and understanding for a victim following a violent event. What follows may be increased trust in law enforcement, reporting, and involvement in the criminal justice process. Victim engagement is key to holding offenders accountable. Trainings that equip members of the justice system with understanding and responding to traumatic events optimizes victim healing and case outcomes.

As background, this is the third Case Systems Training Review (CSTR) conducted by the WSCJTC SAI program, an annual mandate for WSCJTC under House Bill (HB) 1109. The purpose of the CSTR is to assess the influence of the SAI-Victim-Centered Engagement and Resiliency Tactics (SAI-VCERT) course on sexual assault interviews and investigations in Washington State (note: SAI-VCERT is a training required for officers who conduct adult sexual assault investigations under RCW 101.43.272). Members of the training team conduct cases reviews to help identify patterns or practices within departments that are not aligned with content of the SAI-VCERT course. The CSTR is a mechanism to identify best practices from departments reviewed to incorporate into the WSCJTC trainings. Port Angeles Police Department and Seattle Police Department were the subjects of the 2022 CSTR. Findings from these reviews are detailed within this Report.

With few exceptions, the Port Angeles Police Department (PAPD) exhibited their comprehension of the impacts of trauma and application of trauma-informed interactions with sexual assault victims in reporting from patrol officers through detectives and its leadership. In their sexual assault training statistics and overall efforts and success in integrating a trauma-informed lens in victim contact, PAPD serves a model for all departments.

Although the Sexual Assault Unit at Seattle Police Department (SPD) generally applied trauma-informed practices in their investigations, their work with victims was not consistently supported through similar understandings or skills by patrol officers, other investigative units, or at times, command staff. The most concerning example of SPD's inconsistencies in applying a trauma-informed response is in patrol officer reliance on a card intended for property crimes. The questions are instead also used for person crimes and include questions about granting permission to the suspect, willingness to testify, and a perjury question; "Do you declare under penalty of perjury under the laws of the State of Washington that what you have stated in this statement is true and correct?"

Examples of ways SPD culture could improve on trauma-informed response is to avoid criticism of victim's personal items (ie: a patrol officer criticizing a victim's home décor) and eliminating victim-blaming/minimizing comments (attributed to an SPD leader) . On the other hand, the investigative reports by one of the sexual assault unit detectives were so exemplary that reviewers suggested adding those reports to Washington State Criminal Justice Training Commission (WSCJTC) trainings. WSCJTC acknowledges that sexual assault investigations require substantial resources and that SPD in particular, may have had investigative resources diverted by protests and depletions in personnel during the review period covered.

Through the WSCJTC Sexual Assault Investigation (SAI) program, we train departments to enable them to modify practices to engender a culture that Starts By Believing and is aligned with the best practices of trauma-informed responses on sexual assault reporting. WSCJTC SAI trainings have already shifted sexual assault responses by law enforcement throughout Washington. However, systemic changes and effectiveness require participation by all departments and all levels of police agencies. We also acknowledge that sexual assault investigations require substantial resources and that SPD in particular may have had investigative resources diverted to by protests and depletions in personnel.



# CASE SYSTEMS TRAINING REVIEW PROCESS

---



In July 2022, SAI-VCERT training team members – primarily instructors and interview facilitators for the course - were selected to participate in this year’s CSTR. Four attorneys, including a Chelan County prosecutor and current SAI-VCERT training team member whose office participated in the 2021 reviews –and others representing advocacy and law enforcement contributed to the CSTR. All members signed a team agreement prior to conducting the reviews (Attachment 1).

In July (PAPD) and August (SPD), letters were sent to the law enforcement agencies and their prosecutor’s offices (Clallam and King Counties) formally communicating their CSTR involvement, documents requested, and timelines. Included in these letters were agency statistics on SAI-VCERT and Patrol Officer Response to Sexual Assaults (PORSAs) training attendance, as well as the names of respective agency past or current contributors to the SAI-VCERT course. These letters are included as Attachments 2 and 3.

Each department selected the cases to be reviewed according to criteria identified by WSCJTC. This criterion is included with the letters to the departments, as part of Attachments 2 and 3. Five cases meeting the criteria requested with the letters were provided by PAPD and CCPO, and ten cases meeting these same criteria were provided by SPD and KCPO. Two teams were assigned to case reviews. One team reviewed both PAPD and SPD cases, while the other team reviewed only SPD cases.

Cases provided by the departments were reviewed in pairs, by training team members representing different disciplines, and results were coordinated with team leads to assess trends or patterns. The results of these reviews were conveyed to the PM by team leads. Subsequently, the PM and team lead held meetings with the Sergeants overseeing sexual assault detectives at PAPD and SPD to discuss the CSTR results and department policies or practices. All meetings were conducted via Zoom. Although the review results included questions specific to cases, when outside of training scope or policy or practice inquiries, these questions were supplied to the Sgts. for ongoing case oversight/management purposes. Included as Attachments 4 and 5 to this report are the Review Checklist Form and Team Results Form relied upon by CSTR team members during reviews. (Some of the content for these forms was derived from the EVAWI report; “Effective Victim Interviewing: Helping Victims Retrieve and Disclose Memories of Sexual Assault.” Access to the EVAWI report can be found [here](#).)

Each department provided sexual assault reporting statistics as part of the CSTR. Additionally, detectives and sergeants overseeing sexual assault cases were provided with surveys about the effectiveness of WSCJTC training and their work. Those surveyed provided responses to questions about department resources towards sexual assault cases. A reporting and analysis of this information is provided in Section 5.

Reviewers suggested that future case reviews include the use of a spreadsheet for easier identification of cases for discussions between team members and leads and team leads, the PM, and detective sergeants. Additionally, reviewers asked that case files be arranged in categories, such as “Interview Recordings,” “Investigative Reports,” “Evidence,” etc. Reviewers spent much time accessing duplicate files or searching for related materials. Otherwise, reviewer perception was that this year’s access to case files through Box.com was satisfactory and that reviews generally went more smoothly than in prior years. Departments uploading files also expressed relative ease with this process.



Team members reviewing cases made the following suggestions for future case reviews:

1. Ensure reviewers know they can add comments after each question (place in another color).
2. Conduct surveys prior to case reviews (versus after) for reviewers' benefit while assessing cases.
3. Create a template for departments uploading files for clearer organization/access by reviewers.
4. Conduct portions of the case reviews jointly (so all observe interview simultaneously and discuss).
5. Allow more time for reviews by making requests to departments at earlier dates.
6. Make the instruction clearer to only submit cases for review when the investigator attended an SAI training prior to conducting the investigation.
7. Conduct a review kick-off meeting that includes best practices for reviewers before it begins.

The recommended revisions to the CSTR process are expected to improve communication, efficiency, and build on the solidifying foundation of the review process. These revisions will help establish expectations between the Program Manager, review teams, and selected agencies. A highlight of this year's case review process involved the ease of uploads of and access to case records through Box.com. This will be continued with future reviews.

To assist departments with meeting training recommendations included in the CSTR report and aligning with course objectives/best practices, the PM, training team member(s), and a representative of the departments being reviewed will serve as the educational integration team, or EIT. For this current CSTR cycle, the PM and a training team member from the King County Sexual Assault Resource Center will be the EITs as part of the Seattle Mayor's advisory panel on sexual assault investigations and systems reform.

# PARTICIPATING DEPARTMENTS' SEXUAL ASSAULT REPORTING STATISTICS AND DETECTIVE SURVEYS

---

## *Reporting Statistics Responsive to CSTR*

The Seattle Police Department (SPD) and Port Angeles Police Department (PAPD) provided data on sexual assault (SA) adult victim cases from years 2019-2022. SPD’s data showed that in 2019 and 2020, nearly one-third of all reported cases were “not assigned” (meaning not assigned for investigation), and in 2021, that increased to nearly 50% of all cases. In 2022, those numbers decreased to roughly 42% being not assigned. Since meetings with the Detective Sergeants took place prior to the receipt of these statistics, no further information about the reasoning of the designation “not assigned” is included in this report. Additionally, of those cases that were assigned for further investigation, less than 25% of all SPD cases over the 4 years were referred to the King County Prosecutor’s Office (KCPO) or the Seattle City Attorney.

In 2019 and 2020, SPD reported that less than 15% of all cases ended in arrest with a sharp decline into 2021 and 2022 with less than 4% of all cases ending in arrest. PAPD reported, that on average nearly 20% of all their SA cases ended in arrest from 2019-2021. In 2022, they have reported 9% of their cases ending in arrest, compared to SPD’s report of 1% (4 of 559 cases). Below is a chart illustrating these statistics. It should be noted that WSCJTC is not asserting that training is the cause of the statistical distinctions between the departments as there are many contributing variables to case outcomes, including the allocation of sufficient resources.

	<b>SEATTLE PD</b>	<b>PORT ANGELES PD</b>
<b>Cleared by arrest</b>	2019: 12% 2020: 7% 2021: 3% 2022: 1%	2019: 20% 2020: 16% 2021: 21.5% 2022: 9%

PAPD also reported having higher exceptional clearance rates than SPD, along with having fewer pending cases. Lower case numbers are expected of a smaller department. Cases that are designated as exceptional clearance typically meet the following four conditions:

- Identified the offender.
- Gathered enough evidence to support an arrest, make a charge, and turn over the offender to the court for prosecution.
- Identified the offender's exact location so that the suspect could be taken into custody immediately.
- Encountered a circumstance outside the control of law enforcement that prohibits the agency from arresting, charging, and prosecuting the offender.

Examples of exceptional clearances include, but are not limited to, the death of the offender (e.g., suicide or justifiably killed by police or citizen); the victim's refusal to cooperate with the prosecution after the offender has been identified; or the denial of extradition because the offender committed a crime in another jurisdiction and is being prosecuted for that offense. In the Uniform Crime Report Program, the recovery of property alone does not clear an offense. For more information about exceptional clearance cases, please look [here](#).

CAVEAT: Some of the statistics were difficult to analyze or compare due to different terminology or details provided by each department, but the data remains useful within and limited to the objectives of the CSTR. For future reviews, the CSTR will request the provision of data in a manner consistent with PAPD reporting and ask that it be provided prior to meetings with the departments.

### ***Detective Survey Results***

A 24-question **survey** was sent to all detectives participating in the CSTR who have attended SAI-VCERT from both PAPD and SPDA total of 12 participants responded to the survey, with 4 from PAPD and 8 from SPD.

Some key takeaways for SAI-VCERT attendees:

- 84% of respondents stated they feel more equipped to conduct interviews or investigations involving sexual assaults, with the remaining 16% answering "Neither agree nor disagree"
- 95% of respondents said that they either "Strongly Agree" or "Agree" that the SAI-VCERT course helped them to understand the impact of trauma on victims and survivors of sexual assault.
- 100% of respondents said that since the SAI VCERT, their interviews with victims and survivors are conducted with a trauma-informed approach.
- 100% of respondents reported that the SAI-VCERT course has improved their interviewing skills outside of sexual assault investigations and the content of the course is applicable to other cases.

We also asked survey participants a series of short-answer questions. A third of participants report that they use the Trauma Resource Institute’s Community Resiliency Model ® wellness skill known as “Grounding” regularly in their interviews with victims or survivors and respondents reported several other interviewing or investigative components from the SAI-VCERT curriculum they are incorporating as well:

- Rapport building
- Open-ended questions
- Sensory-based questions
- Explaining and providing resources to survivors

Regarding prosecutor-law enforcement relationships, all respondents indicated in their comments that they have a great working relationship with prosecutors, and all but one indicated that they receive direct feedback from prosecutors about cases referred to them.

We know that many investigators get into this line of work with some personal connection or tie to gender-based violence. But as they noted in the survey, a lack of adequate staffing, high turnover, and little to no time to dedicate to additional training can limit investigators’ ability to conduct thorough, trauma-informed investigations.

The training team will continue to re-evaluate how to make the training as accessible as possible, as we can see there is tremendous value in attending the SAI-VCERT training. One responded with over 2 decades of experience shared: “I wish I had taken this class 20 years ago.”



SAI and CSTR training team members with EVAWI President Ann Burdges, Tom Tremblay, and Rep. Tina Orwall at the WSCJTC SAI Start By Believing Summit, 9.22.22

# CSTR RESULTS AND TRAINING RECOMMENDATIONS

---

The Port Angeles Police Department (PAPD) and the Seattle Police Department (SPD) were selected for the 2022 CSTR by the WSCJTC SAI program manager (PM). PAPD was selected due to their robust participation in WSCJTC's SAI trainings, while SPD was selected for the CSTR based on requests from the Seattle Mayor's office and recommendations to SPD by community sexual assault response organizations. Members of the WSCJTC SAI training team reviewed 15 cases: five from PAPD and 10 from SPD. Sexual assault reporting statistics were provided by the departments. Additionally, detectives and sergeants overseeing sexual assault cases completed surveys related to training and their work. Once cases were reviewed by team members, the PM and team leads met with the Sergeants overseeing sexual assault investigations at PAPD and SPD separately to discuss results and department policies and practices.

## **PORT ANGELES POLICE DEPARTMENT CSTR**

Since inception in 2018, the PAPD has been a regular participant and contributor to the SAI-VCERT course. To date, 11 PAPD detectives and officers have completed the SAI-VCERT class and 4 of their detectives have participated in the training as interview facilitators. Twenty-four PAPD officers have completed the 2-hour online Patrol Officer Response to Sexual Assaults (PORSAs) course. The PAPD Detective Sergeant has served in that role for two years and has been a police officer for over 22 years.

Cases reviewed demonstrated the PAPD, as a department, responds to sexual assault reporting and conducts interviews in a trauma-informed manner, which includes an understanding of the neurobiology of trauma and its correlation to victim behaviors and memory. A trauma-informed interview adapts questions to victims that encourage narrative responses and elicits sensory-based recollections. The Detective Sergeant attributes the PAPD reliance on a trauma-informed approach to their emphasis on people crimes and regular participation in training. In addition to making sure all detectives from the department attend the SAI-VCERT course and WSCJTC's Child Abuse Interviewing and Assessment (CAIA) class, PAPD assigns all patrol officers to the Patrol Officer Response to Sexual Assault (PORSAs) training. The Sergeant recently re-assigned the PORSAs training to patrol due to their influx of new hires. PAPD also conducts training on victim interviewing as part of their in-service trainings. PAPD's Detective Sergeant participated in WSCJTC's pilot class on Investigative Interviewing, which featured materials from the SAI-VCERT course and suspect interviewing. The Chief and PAPD leadership defer to the Sergeant on her identification of necessary trainings and hiring of detectives. Additionally, the Chief was on the board for Healthy Families (their local advocacy agency) and is generally well-informed of challenges impacting sexual assault victims and survivors. The Detective Sergeant currently serves on the Healthy Families board.

Reviewers determined that PAPD policies and practices in adult sexual assault investigations were generally consistent with research-based, national best practices included in SAI-VCERT trainings and modeled by End Violence Against Women International (EVAWI). The SAI-VCERT course objectives and content, modeled after EVAWI's trainings and report on effective victim interviewing (noted above) highlight these best practices. The only exception to best practice alignment at PAPD was the lack of an on-site victim interviewing room at the department resulting from lack of available space. PAPD relies on a local advocacy agency for victim interview space. PAPD is also currently navigating challenges with a local hospital by referring victims to a farther away hospital.

When the PAPD was questioned about other practices identified by reviewers as not conforming with SAI-VCERT such as not recording witness statements, inclusion of perjury statements in reports and interviews, and partial (as opposed to full) suspect exams, the Sergeant reported that many of those practices pre-dated her supervisory role and participation in the training and that she has worked to correct practices that are not trauma-informed or that are otherwise inconsistent with SAI-VCERT objectives.

Reviewers' perceptions of PAPD sexual assault cases were that detectives were good interviewers and investigators that take on challenging cases. In one instance, reviewers noted that detectives and prosecutors were able to overcome challenges with a victim that was unsympathetic to a jury. In a non-stranger case, a patrol officer's swift and thorough initial response (interview, evidence collection) fully supported the detective's follow up investigation and resulted in a conviction of the suspect and a 136-month prison sentence. The Sergeant commented that the patrol officer was one she had recruited that had taken PORSA. The Detective Sergeant attributed PAPD's trauma-informed responses to person crimes to the department's creation of a culture for professional development, an openness for trying new things, and their recruitment and development of personnel open to training and change.

## **SEATTLE POLICE DEPARTMENT**

At SPD, 26 detectives and officers (some from patrol and other non-SAU units) have completed SAI-VCERT, while 14 SPD officers have completed PORSA. The Detective Sergeant at SPD has served in that role for 1 1/2-years and has been a police officer for 29 years. The Sergeant took over the position when the unit was reduced from two to one sergeant and from 12 to four detectives. There are now eight detectives dedicated to the SAU at SPD.

Reviewers' perceptions of the SPD sexual assault cases included detectives' sincere efforts to resolve cases, strong interviews, solid investigative strategies, and devotion of investigative resources to cases conducted. Reviewers were impressed with the thorough reports and well-documented investigations from a particular SAU detective. Reviewers suggested that two of these detective's reports be relied on for examples of well-written, thorough reports in the report writing section of SAI-VCERT.

SPD has already sought and received permission for this SAI-VCERT addition.

Generally, reviewers concluded that the SAU appeared to be conducting cases and interviews through a trauma-informed lens. However, there were anomalies identified in SAU cases that fell short of SAI-VCERT training objectives (p. 17 of this report). For example, in one case, the detective did not follow up on witness leads after receiving a statement from a suspect, which suggested that the case was not thoroughly investigated. Other non-VCERT aligned anomalies that the Sergeant said she would (or has) educate(d) the unit about included:

- Telling victims to promise to tell the truth (a possible carryover from the CAIA training)
- No or limited attempts at rapport building
- Conducting a suspect interview by phone
- Not including victim quotations when victims' words or statements are contained in reports
- Relying on technicians and patrol officers to assess the crime scene
- Poor/insensitive phrasing of a question, "What about this says rape to you?"

Reviewers noted that even with all the instances where detectives were fully aligned with SAI-VCERT objectives and where victims continued to participate in the investigation, their work at times was either thwarted or undermined by patrol officer interactions. These examples from patrol included:

- Questioning victims of sexual assault with questions intended for property crimes
- Inclusion of perjury statements, which require victims to affirm the truthfulness of information reported
- Inclusion of opinions in reports
- Questioning victims about case outcomes
- Not documenting observations of victim disposition

Reviewers noted that in an investigation where another SPD unit (the High-Risk Victims Unit) was involved, the questioning was not trauma-informed, or conducted in a manner to mitigate harm. Additionally, in a case involving a joint interview with a KCPO prosecutor, the reviewers noted that the prosecutor's form and content in questioning was not trauma-informed, and that case was later declined.

Because a trauma-informed response is so imperative to victim recall and engagement, case outcomes including offender accountability could potentially be improved systemically through trainings offered by the WSCJTC SAI program.

## **OBSERVATIONS FROM BOTH DEPARTMENTS**

Areas noted by reviewers regarding both departments included:

1. The absence of advocate identification/participation in reports.

Through case file information provided, reviewers had difficulty identifying whether advocates were present during interviews. Both Sergeants said victim advocates are consistently included at the outset of interviews and investigations, but that their presence is often not documented in reports. SPD typically relies on systems-based advocates that are now under the Seattle Human Services Department (a change from two years ago when they were within SPD). PAPD works closely with Healthy Families, the community sexual assault advocacy program.

In January 2023, SPD will be rolling out their involvement in EVAWI's Seek Then Speak. According to the EVAWI website, Seek Then Speak® "offers sexual assault survivors and support people a way to privately gather information and explore options for medical care, supportive services, and reporting to police." WSCJTC views this as a positive step and plans to maintain contact with SPD about the program's implementation and measurable effectiveness.

2. The absence of correspondence with prosecutors in case files.

From case information provided, reviewers for PAPD and SPD were frequently unable to determine the rationale behind case declines and whether prosecutors provided feedback to detectives or the unit Sergeants. Both Sergeants reported strong relationships with prosecutor offices that included regular conversations and in person meetings, as well as phone calls with Clallam County prosecutors (PAPD) and King County prosecutors (SPD). Although both departments receive either detailed or general information regarding case declines, they agreed it would be helpful to participate in more formal case debriefs. The WSCJTC SAI program is researching and/or developing a form to aid this process.

The SPD Sergeant advised that with so many new officers and patrol sergeants, she, and a King County Prosecutor, who is also an SAI-VCERT instructor, are planning to provide roll call training on sexual assault report writing, the Statutory Referral Process, Differences between Rape 2 and Rape 3, the Protocols of the Forensic Interviews, and the reasons behind some of these practices. The Detective Sergeant and the Prosecutor also anticipate addressing the use of the property questioning card, referred to as "the yellow card." These trainings are being planned for January 2023 to optimize participation.



Although reviewers ascertained that many of the cases reviewed by sexual assault investigators at PAPD and SPD contained content that may not have fully achieved training objectives or demonstrated best practices, most of these actions (or inactions) have either already been addressed or were isolated events. The SPD patrol officer, leadership, and other investigative unit inconsistencies or absences of trauma-informed practices and WSCJTC SAI trainings can be addressed and improved through trainings – both through the WSCJTC SAI and internally, such as in the roll call trainings referenced. Identification of these discrepancies through the CSTR report, follow through with its recommendations, and through coordination with the Mayor’s advisory panel are expected to better align best practices at SPD. WSCJTC is also aware that SPD is engaged in substantial recruiting efforts that may bolster their response to gender-based violence.

## **RECOMMENDATIONS**

Recommendations for PAPD and SPD include:

- Maintaining emphasis on training (to include the EVAWI courses available to all VCERT participants), additional upcoming offerings by WSCJTC SAI (listed below);
- Continuing to support SAI-VCERT interview facilitation by detectives;
- Conducting case debriefs with prosecutors;
- Encouraging prosecutor attendance in the SAI-VCERT course and/or the annual EVAWI conference;
- Conducting regular, formal case debriefs with prosecutors;
- Conducting regular reviews of EVAWI’s, “Effective Victim Interviewing: Helping Victims Retrieve and Disclose Memories of Sexual Assault,” published in Aug. 2021; and
- Participating/endorsing EVAWI’s Start By Believing campaign.

In comparing SAI training participation by these two departments, PAPD involvement has been consistent since the beginning of the course and SPD involvement has waned since June 2020 (notable timing given the protests that were happening in the city simultaneously). Therefore, many of the recommendations to SPD include WSCJTC SAI training participation, such as PORSA for patrol officers, SAI-VCERT for detectives in other units that investigate overlapping crimes, and the SBB Summit videos for SPD leadership. All the SPD-specific recommendations are included below.

Recommendations to SPD include:

- Eliminating or revising the intended property crimes questions card patrol officers are using in interactions with sexual assault victims
- Educating all levels of the department – patrol, patrol supervisors, other units investigating crimes against people, and leadership – on trauma-informed interviewing and victim-centered/offender-focused investigations (especially on sexually motivated crimes), through WSCJTC SAI (starting on page 17 for a description on these trainings and most suitable audiences)

- Collaborating with the Detective Sergeant at PAPD on developing department-wide trauma-informed interviewing practices and guidelines (potentially consisting of a week or two-week long SAU Sergeant. in person presence/shadowing of that department),
- Participation by Patrol Sergeants and all patrol officers in roll call trainings being planned by the SAU and KCPO on report writing, and
- Participating in a joint SPD (all investigative units with sexually motivated crime overlaps) and KCPO in person SAI-VCERT training (potentially in May 2023)

WSCJTC anticipates the rollout of additional trainings in early 2023, including a refresher SAI-VCERT course, Suspect Interviewing, and a Start By Believing Summit 3-part video. The availability of these trainings will be conveyed to PAPD and SPD and WSCJTC will prioritize their enrollments in the classes.

*Additional webinars or trainings recommended to PAPD and/or SPD include:*

- EVAWI's online courses (available to all officers who have completed SAI-VCERT)
- An SPD/King County in person class (Planned for May 2023)
- SAI-VCERT Refresher, to be offered starting March 2023 (a 1½ day class merged with current VCERT classes and noted as a refresher training in Acadis)
- SAI Suspect Interviewing class (planned for early 2023)
- SAI SBB Summit video, parts 1 – 3 (planned for early 2023)

Reviewer takeaways from the 2022 CSTR include the following recommendations for WSCJTC SAI additional information and updates:

1. Use of one-party consent calls
2. Report of Investigation examples (SPD)
3. Report reference to advocacy services being offered/provided to the victim
4. How to respond to delayed reporting by the victim
5. Limiting mental health/full trauma history inquiries or records on victims
6. Narrowing scope of medical information from the hospitals, SANE
7. Importance of detective's presence at crime scene
8. Joint interviews with prosecutors; asking if they've had training or experience with trauma-informed practices. Review or recommend SAI-VCERT or EVAWI courses prior to joint interviews
9. Consider adding more material on working with victims who are homeless, addicted to drugs, sex workers, poverty culture, PTSD, prior rapes
10. Provide more training to facilitators to handle coaching interviewers on dealing with these populations when included in scenarios

The PM will meet with the training team in January 2023 to discuss and assess updating training content to include these recommendations, and which topics and/or instructor(s) or whether interview exercises during the course are best options to expand on them.

# OVERVIEW OF THE WSCJTC SAI PROGRAM TRAININGS: PAPD AND SPD PARTICIPATION

---

**SAI State Attendance Statistics.** As of the completion of this report, and since November 2018, 36 SAI-VCERT trainings have been offered by WSCJTC; 11 in person, 23 in a virtual setting, and 2 in a hybrid (virtual/in person) format. For the first time since its inaugural Nov. 2018 delivery, an SAI-VCERT course scheduled for June 2022 was cancelled due to low enrollment. Following this cancellation, and in conjunction with an invitation to the Start By Believing Summit at WSCJTC, the SAI PM notified all law enforcement agencies in Washington State about the training requirement for officers regularly conducting adult sexual assault investigations. The December 2022 and January 2023 SAI-VCERT classes are both full, with waitlists.

## ***Course Descriptions***

**SAI-VCERT and EVAWI.** The Sexual Assault Investigations – Victim Centered Engagement and Resiliency Tactics (SAI-VCERT) training at WSCJTC was mandated through RCW 43.101.272, as training for persons investigating adult sexual assault, with the following description:

(1) Subject to the availability of amounts appropriated for this specific purpose, the commission shall provide ongoing specialized, intensive, and integrative training for persons responsible for investigating sexual assault cases involving adult victims. The training must be based on a victim-centered, trauma-informed approach to responding to sexual assault. Among other subjects, the training must include content on the neurobiology of trauma and trauma-informed interviewing, counseling, and investigative techniques.

(2) The training must: Be based on research-based practices and standards; offer participants an opportunity to practice interview skills and receive feedback from instructors; minimize the trauma of all persons who are interviewed during abuse investigations; provide methods of reducing the number of investigative interviews necessary whenever possible; assure, to the extent possible, that investigative interviews are thorough, objective, and complete; recognize needs of special populations; recognize the nature and consequences of victimization; require investigative interviews to be conducted in a manner most likely to permit the interviewed persons the maximum emotional comfort under the circumstances; address record retention and retrieval; address documentation of investigative interviews; and educate investigators on the best practices for notifying victims of the results of forensic analysis of sexual assault kits and other significant events in the investigative process, including for active investigations and cold cases.\*

(3) In developing the training, the commission shall seek advice from the Washington Association of Sheriffs and Police Chiefs, the Washington Coalition of Sexual Assault Programs, and experts on sexual assault and the neurobiology of trauma. The commission shall consult with the Washington Association of Prosecuting Attorneys in an effort to design training containing consistent elements for all professionals engaged in interviewing and interacting with sexual assault victims in the criminal justice system.

(4) The commission shall develop the training and begin offering it by July 1, 2018. Officers assigned to regularly investigate sexual assault involving adult victims shall complete the training within one year of being assigned.

Since November 2018, the WSCJTC delivered 36 SAI-VCERT classes to 662 participants (mostly police officers). The training was designed primarily as a victim interviewing course, and as a mechanism to educate and equip officers to recognize and adapt communications for victims who have been sexually assaulted. The course incorporates End Violence Against Women International's (EVAWI's) research-based best practices in interviewing and investigations towards offender accountability. Since June 2020, this training has primarily only been offered virtually and is conducted over a four-day period, with two half day sessions and two entire day sessions for an in-class total of 25 hours. Participants are required to complete pre-course requirements and one homework assignment. For the VCERT virtual class, participants receive credit for 26 hours. In the most recent classes (August and November 2022), the training team experimented with a hybrid course delivery – with in person and virtual participants. Participants and team members support continued attempts to delivering the SAI-VCERT class in a hybrid manner. However, no or low-cost locations must be available for this purpose as the WSCJTC campus is unable to accommodate SAI-VCERT in person classroom needs at this time (or in the near future) due to the high volume of Basic Law Enforcement Academy (BLEA) classes.

A unique feature and a participant and educational highlight of the SAI-VCERT course involves practice interviews staffed with professional actors portraying sexual assault victims and interview facilitators to guide participants in trauma-informed, victim-centered interview exercises. Additionally, the course was developed and is delivered by a multi-disciplinary team comprised of experienced law enforcement investigators, therapists, advocates, a Sexual Assault Nurse Examiner (SANE), a civil attorney, and prosecutors, which is consistent with the collaborative investigative approach taught in the course. Instructors, facilitators, and actors are trained in the Trauma Resource Institute's Community Resiliency Model® wellness skills included to bolster training team, officer engagement, awareness, and capacity, as well as increase victim well-being, endurance, and recall as they provide information about the assault.

In addition to its focus on victim interviewing, the SAI-VCERT course includes an overview of suspect-focused investigations, evidence collection, report writing/documentation, considerations of equity in SAI cases, relevant Washington State statutes and prosecution perspectives on consent, documentation, and drug and alcohol-facilitated assaults. The course ends with officer resiliency. The course learning objectives are as follows:

- a. Understand and recognize the nature and consequences of victimization;*
- b. Understand and describe how specific experiences impact victim trauma, memory, reactions, and behavior;*
- c. Understand how investigator interpretation of victim behaviors impact sexual assault cases;*
- d. Identify strategies to work with all victims to facilitate trust and communication;*
- e. Conduct interviews utilizing a research-based model that integrates wellness skills designed to minimize victim trauma, provide maximum emotional comfort, reduce the number of interviews, and foster resilience;*
- f. Conduct objective, thorough, and complete investigations that articulate elements of the identified crime, while utilizing physical, psychological, and sensory evidence to build a strong case; and*
- g. Understand the importance of working with a multi-disciplinary team.*

Although patrol officers have also attended the VCERT class, in instances of operational constraints in staffing and/or scheduling, it is strongly recommended that patrol officers take the 2-hour on-line Patrol Officer Response to Sexual Assault course in the WSCJTC Acadis platform.

WSCJTC training records disclosed that 11 PAPD officers and 26 SPD officers have completed SAI-VCERT.

**Post-VCERT EVAWI Courses.** WSCJTC contracted with EVAWI to make all of their online trainings and webinars available to officers who have completed the SAI-VCERT training. Examples of course offered by EVAWI include webinars such as the “Effective Victim Interviewing,” “Ten Steps to Consider When Conducting a Sexual Assault Investigation,” “Traditional Law Enforcement Interrogation Methods Versus the Trauma-Informed Interviewing Process,” and “Stalking: Slow Motion Homicide.” These trainings can be found at <https://evawintl.org/>.

PAPD and SPD were reminded of free access to EVAWI courses during case review debriefs and have been re-sent instructions for accessing these courses under the WSCJTC contract.

**SAI- Patrol Officer Response to Sexual Assaults (PORSAs).** This is a 2-hour online training offered in the Acadis, WSCJTC’s online training platform, that includes knowledge checks to assess and emphasize key information concepts. Located under SAI, PORSAs provides an overview of materials from the SAI-VCERT course, including an explanation of trauma and its impacts and multi-disciplinary team perspectives on working with victims, collecting evidence, and conducting investigations on sexual assault reporting. Although this course is not mandated, departments are strongly encouraged to assign this training to patrol officers due to their interactions with sexual assault victims and the importance of aligning best practices with VCERT trained investigators. Completion of this course qualifies for two of the annual 24-hour training requirements for Washington peace officers.

The WSCJTC training records disclosed that 24 PAPD officers and 14 SPD officers have completed PORSAs.

**BLEA Sex Crimes.** In April 2022, members of the SAI training team updated the Sex Crimes class taught to police recruits during their Basic academy. The materials provided to recruits represent a summary of SAI-VCERT material, with an emphasis on trauma-informed interactions and responses on sexual assault or other cases involving physical violence. Between April and August, multiple members of the SAI-VCERT training team participated in the delivery of the updated Sex Crimes training to recruits in BLEA. The PM anticipates by mid-2023, a recording of this 3-hour class will be included in Acadis as ongoing training for patrol officers. Officers who have taken the PORSAs training will be encouraged to take this 3-hour course in support of their annual 24-hour training requirement.

**Start By Believing Summit.** On September 22, 2022, the WSCJTC hosted a Start By Believing Summit to endorse the End Violence Against Women International campaign and highlight the corresponding practices included with SAI trainings and ongoing collaborations with EVAWI. A proclamation marking September 22, 2022, as Start By Believing Day in Washington State was signed by Governor Inslee. The summit attracted over 200 participants, mostly in attendance on the WSCJTC campus, but also at the Washington State University site in Spokane or at the Kennewick Police Department. The keynote speakers at this summit were national sexual assault response experts Tom Tremblay, a former Vermont Director of Public Safety, and Alison Jones-Lockwood, a Training and Technical Assistance Specialist with EVAWI. Three Washington State survivors were featured at the summit. Ann Burdges, the President of EVAWI, discussed their collaborations with WSCJTC. Law enforcement agencies throughout Washington State were invited to the summit in August by WSCJTC Executive Director Alexander. In addition to this electronic notification, each department was mailed a copy of Director Alexander's invitation, a flyer for the summit, and a memo from the PM advising them of the training mandate for sexual assault investigations, upcoming training dates, and VCERT and PORSA attendance statistics for their departments. To further entice departments, particularly the leaders to which this summit was oriented, attending agencies were told that in addition to receiving 3.5-hours of training credit towards their annual 24-hour training requirements, they would receive a letter acknowledging their participation from the Washington State Office of Crime Victims Advocacy. A listing of attending agencies, with a notation regarding leadership participation, is included as Attachment 6 (highlights denote Chief or Assistant Chief participation in the Summit). Of note was that although their departments may have been represented at the summit, not a single Sheriff in Washington State was in attendance. A training video of the summit is currently being developed into a 3-part training. Completion of this training video is expected in early 2023.

The Washington Association of Prosecuting Attorneys (WAPA) notified prosecutors throughout WA State about the summit and coordinated Continuing Legal Education (CLE) credits for prosecutors with the Washington State Bar Association. Several prosecutors attended the summit, including eight representatives of the King County Prosecutor's Office.

Several PAPD officers and supervisors registered for the SBB Summit but were required to return to their departments that same morning due to a local/departmental emergency. Eight individuals representing SPD attended the summit, with a Captain representing the highest-ranking officer in attendance.

The WSCJTC anticipates the delivery of the following additional courses in 2023:

SAI-VCERT Refresher Course. Starting in March 2023, the SAI program will offer a refresher training to officers who previously completed the SAI-VCERT course. Participants for the refresher training will join the SAI-VCERT class on Day-2 of the training for two hours and then participate in the all-day interviewing exercises on Day-3 of the SAI-VCERT class. Refresher participants may be asked to co-facilitate interview teams. The final day of VCERT will be optional, but not required, as part of the refresher training.

Suspect Interviewing. This was piloted as an Investigative Interviewing class in late 2021 and 2022 but is being revised to a suspect interviewing class that revolves around a sexual assault case. This class will include an overview of trauma-informed interviewing for victims and witnesses but most of the content will surround suspect interviewing. As with the SAI-VCERT course, this training will also provide participants with the opportunity to interview live actors. The actors will be portraying suspects in a sexual assault case.

Addition of an Education Integration Team into the CSTR. The WSCJTC PM and another training team member are serving on the Seattle Mayor's Advisory Council on sexual assault investigations. The primary role of WSCJTC on this council is to assist and support SPD with trainings on best practices in sexual assault cases. Participation on the council will serve as a trial for this case review with the potential of it extending to future reviews, as an Education Integration Team role. If beneficial, two SAI training team members will assist the departments in meeting training and/or best practice recommendations once the CSTR has been completed and reported.

# LEGISLATIVE CONSIDERATIONS

---

Upon completing this year's case review, our case review teams have identified three issues the Legislature is respectfully requested to consider and possible actions it might take.

## 1. Trauma-Informed Training for Prosecutors

The first issue involves the critical need for establishing victim-centered and trauma-informed statewide training protocols for prosecutors tasked with prosecuting sexual assault cases. The need for prosecutorial training protocols is vital because through the CSTR program reviewers observed what appeared to be an ongoing disconnect between the investigatory work performed by law enforcement and the investigatory work performed by prosecutors. The CSTR program identified opportunities for early and more frequent coordination between law enforcement and prosecutors in investigating sexual assault cases. Moreover, alignment between law enforcement and prosecutors regarding the necessity for victim-centered and trauma-informed victim interviewing training protocols, as well as an understanding of the neurobiology of trauma and how victims exhibit this trauma could be improved through joint or targeted audience (prosecutor) training that achieves and assesses common overarching objectives.



The coordination of training protocols between law enforcement and prosecutors may offer prosecutors the tools to be more successful in addressing the low level of charging and successful prosecution of non-stranger sexual assault cases. Training protocol coordination between law enforcement and prosecutors should include an ongoing identification of decision-making factors potentially leading to case attrition. The identification of causality factors leading to case attrition will aid in continuous improvements to training protocols for both law enforcement and prosecutors.

Overall, reforming training protocols will help law enforcement and prosecutors establish a more collaborative working relationship that can improve case outcomes and reduce overall case attrition. The results of this year's case review have identified this potential gap that the Legislature may rectify through prosecutorial training protocols. The results from the case reviews from the Seattle Police Department demonstrated that in some instances prosecutors from the King County Prosecutor's Office (KCPO) failed to demonstrate a basic understanding of how victim-centered and trauma-informed victim interviews should be conducted. Moreover, remarks by the former lead KCPO sexual assault prosecutor during State Advisory Group meetings supported prosecutor involvement and expected gains from specialized training to prevent the further traumatization of victims and to prosecute these cases successfully.

Accordingly, WACJTC SAI respectfully requests that the Washington State Legislature enacts legislation creating the structural framework for establishing prosecutorial training protocols that can then be coordinated with law enforcement training protocols. As the CSTR program advances, we anticipate that case review teams will evaluate law enforcement and prosecutorial agency case files. With that concurrent and collaborate review opportunity, the review teams will be able to make recommendations to improve training protocols for law enforcement and prosecutors, as well as provide specific guidance suggestions for increasing coordination between law enforcement and prosecutorial training protocols.

## 2. Inclusion of All Forensic Evidence Collected during SANE

The second issue involves another revelation resulting from the Seattle Police Department case review process. The SPD case review analysis involved a case wherein a law enforcement investigator decided not to submit a blood test sample from a victim, even though the events leading up to the sexual assault of that victim demonstrated that the assailant had a clear opportunity to drug the victim's drink. The review team could not ascertain any reasoning for this decision.

When the Legislature unanimously agreed in 2015 to require the testing of all sexual assault kits, the Legislature decided that law enforcement should no longer have the discretion to not submit sexual assault kits for testing by the crime lab. Similarly, in the noted case, the law enforcement investigator should not have had the discretion not to submit the victim's blood sample for analysis. Amending the current sexual assault nursing examination (SANE) legislation to make it mandatory that all evidentiary elements collected in a sexual assault examination be submitted for crime lab analysis is suggested.

## 3. Mandating SAI-VCERT training for Investigation Commanders/Leadership

The last issue that the Legislature respectfully should consider is mandating the SAI-VCERT course for the Investigations Commander within the top leadership role at each department. It is imperative for department leaders to understand the impacts of trauma and the information and skills their investigative officers are being educated on through the WSCJTC SAI trainings. This knowledge can potentially influence policies and resource allocations, as well as advancing a department towards a systemic, unified response to sexual assault investigations. An example of the necessity for such a mandate is that police leaders are not receiving this information in other trainings. Also, although the Start By Believing Summit was oriented towards leadership (and Chiefs and Sheriffs in every department were invited), few Chiefs and no Sheriffs were in attendance. Many departments sent investigative or patrol officers who had already been through the WSCJTC SAI trainings.

# CONCLUSION

---

*“For so long it felt like victims were fighting for a seat at the table, just for a chance to have our voices heard. Your invitation to speak [at the Summit], the [Governor’s] proclamation, and the warm reception ... is proof that the tides are turning for the better. Honestly, I had prepared for the Q&A session to have some tough insensitive/uninformed questions. When it turned into gratitude for the survivors sharing their stories it caught me off guard, in the best of ways.” Nicole Stephens, a Survivor*

On September 22, 2022, we invited survivors of sexual assault to speak at our SAI Start By Believing Summit. Nicole’s words demonstrate the impact a trauma-informed response can have. While Nicole’s rapist was never arrested, the steps we are taking to train law enforcement, end sexual and gender-based violence, and change culture through a trauma-informed lens can help survivors heal, prevent further traumatization, and improve case outcomes.

Although sexual assault investigations by detectives devoted to this work at both departments were generally on par with the application of trauma-informed and SAI-VCERT practices, reviewers noted these tactics were more consistently included from the outset to the conclusion in PAPD cases. The initial response and reporting by patrol officers at PAPD was also more likely to include a trauma-informed approach. Reviewers were unable to compare SAI-VCERT alignment in interviewing and investigation in other investigative units because of size and makeup differences between the departments. Though it was noted at SPD, another investigative unit’s interview with victims on an overlapping case were not conducted in a trauma-informed, harm mitigating manner.

In terms of SAI training participation by these two departments, PAPD involvement was consistent since the beginning of the SAI-VCERT course and SPD involvement has decreased since June 2020. Though, more recent PORSA and SAI-VCERT trainings are showing more participation by SPD. In certain instances, reviewers were able to determine the apparent benefits of PORSA or SAI-VCERT trainings when an interviewing technique or particular investigative steps in a case immediately followed a detective’s participation in the class. Survey results from the detectives at both departments also mostly confirmed the benefits of training participation. A comparison of sexual assault reporting and response statistics also demonstrated higher investigation, arrest, and prosecution rates at the department (PAPD) with stronger SAI program training participation. Again, this may be more reflective of resource allocation and not necessarily training participation.

The Start By Believing Summit at WSCJTC was planned as a mechanism to draw leadership from various agencies, particularly those in King County – and SPD, as the State’s largest law enforcement agency. Even after WSCJTC and community sexual assault response organizations requested SPD leadership attendance at the Summit, no top SPD leaders attended (the highest-ranking SPD officer in attendance was a Captain). The Chief of Police and Assistant Chief for the Tacoma Police Department attended the Summit, as did Chiefs and other leaders from other King County departments. Eight prosecutors represented KCPO at the Summit. PAPD participation at the Summit was diverted by an officer involved shooting.

Team lead and PM interviews with Detective Sergeants yielded valuable information regarding practices and policies at each department. In accordance with the recommendations included with this report, continued collaborations are anticipated with each Detective Sergeant and department towards fully integrating WSCJTC and national best practices in their responses to sexual assault reporting. The SAI program is creating more trainings and will continue to advertise and encourage involvement.

Our intention of the CSTR is to assist departments in identifying practices that are not aligned with the trauma-informed, victim-centered content delivered through the WSCJTC SAI trainings and to adjust and expand our trainings through this process. We are solution-oriented and, just as we have done in the past 4 ½ years, anticipate further collaborations and communications with officers, the departments, and legislators to ensure we equip police officers throughout the State with the latest information and skills to address sexual assault and other forms of gender-based violence. Additional collaborations with prosecutors on trainings can also align and enhance the criminal justice response on these cases. As with the training for law enforcement, we believe that if there is disciplinary-specific training for prosecutors, the entire system can shift to one that is trauma-informed and Starts By Believing. WSCJTC's offering of a 3-part training video on the SAI SBB Summit in September 2022 and completion of this training by all investigators and leadership in the two departments, as well as prosecutors in King and Clallam Counties who prosecute sexual assault cases, will advance best practices and case outcomes.

Below are some of the quotes provided as takeaways at the Summit:

*“The first impression a victim has of law enforcement when they start to make their report will likely affect how they feel about the process throughout.”*

*“To make sure the survivor has a safe and supportive environment to disclose. To make them feel comfortable and to let them know you believe them.”*

*“This conference affirmed by understanding and commitment to a trauma-informed, victim-centered, and suspect-focused investigation of sexual assault cases.”*



2022



# ATTACHMENTS



1. Team Agreement Form (signed by all CSTR team members)
2. CSTR Notification Letters to Port Angeles Police Department and Clallam County Prosecuting Attorney's Office, dated July 19, 2022
3. CSTR Notification Letters to Seattle Police Department and King County Prosecuting Attorney's Office, dated August 8, 2022 and August 10, 2022, respectively
4. Case Review Checklist form
5. Case Review Results Summary form
6. Summit Attendance listing (law enforcement agencies only)



# Team Agreement Form

The 2022 Case Systems Training Review Project being led by the Sexual Assault Investigations (SAI) program at WA State Criminal Justice Training Commission (CJTC) is a collaboration with SAI-Victim-Centered Engagement and Resiliency Tactics (VCERT) training team members involves a review of sexual assault cases from the Seattle Police Department and Port Angeles Police Department and King and Clallam Counties. Members of the team will be accessing and reviewing actual recent, closed cases to assess the effectiveness of the VCERT course, as well as the development of additional training. To ensure the integrity of the process, respect the role of individual agency employees, and to protect the privacy of community residents, all case file review team members agree to the following:

1. The material collected and distributed to team members is intended only for use in conducting this case file review and to inform project staff and training stakeholders (with CJTC authorization) about noted themes in current response practices.
2. Team members will have access to case files and file information only for the purposes of the case review. At the end of the review, all written materials with case information will be turned in to Jen Wallace at CJTC for safe keeping.
3. Specific case information should not be discussed outside of the review project.
4. While careful work has been done to protect the identities of the parties involved in each case as well as those of responders, the nature of the documents remains sensitive. Any discussion of case file content will happen only in the context of the case file review process and only in the presence of team members who have agreed to this confidentiality statement. Additionally, should identities become known, review team members will not identify or discuss any individuals involved in any case materials, except as necessary within review team meetings.
5. Team members are not authorized to release or discuss any details of the review or case information to anyone outside of the review team or VCERT training team, except through coordination with the SAI program at CJTC and as agreed to through the release of findings and recommendations.

Team member signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_



# WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Monica A. Alexander, Executive Director

---

19010 1st Avenue South • Burien, WA 98148 • Phone: 206-835-7300 • [www.cjtc.wa.gov](http://www.cjtc.wa.gov)

July 19, 2022

Chief Brian Smith  
Port Angeles Police Department  
321 E 5<sup>th</sup> Street  
Port Angeles, WA 98362

Dear Chief Smith:

We are writing to inform you that the Port Angeles Police Department (PAPD), along with the Clallam County Prosecuting Attorney's Office, has been selected for the Case Systems Training Review project under the Sexual Assault Investigations (SAI) training program at the Washington State Criminal Justice Training Commission (WSCJTC). Your department was selected because of the high caliber of officers sent through our trainings and our interest in learning what your agency is doing to develop those officers.

This project, mandated under [House Bill 1109](#), is being conducted annually by SAI training team members consisting of the WSCJTC Program Manager, attorneys, investigators, and advocates. The purpose of this review is to assess officer applications of a trauma-informed, victim-centered practices as prescribed in the training and determine whether there are gaps or enhancements that can be applied to the victim interviewing course.

The training, SAI-Victim-Centered Engagement and Resiliency Tactics (VCERT) was mandated for officers who regularly conducted adult sexual assault investigations under [RCW 43.101.272](#). To date, 11 Port Angeles Police Department officers have attended the VCERT course and several, including Detective Sergeant Kori Malone, Sergeant Josh Powless, and Detective Swift Sanchez have served as interview facilitators for the course. Twenty-four PAPD officers have completed the two-hour online training, Patrol Officer Response to Sexual Assaults. By reviewing case files for your office, we anticipate being able to identify best practices, other training or mentoring resources, and any WSCJTC training gaps.

We are currently anticipating interviews related to this review to take place in Port Angeles the week of October 11, 2022, and request that pre-identified closed case files be made available to training team members on or before September 15, 2022. Included with this letter is a request of the documents being sought from the Clallam County Prosecuting Attorney's Office for review. Once a point of contact with your department has been established, we will also provide additional information regarding the transfer/storage of those files. We also ask to remain in contact with a supervisor generally familiar with the content and outcome of these cases.

Case Systems Training Review results will be included in the WSCJTC report to the Governor's office that is to be submitted by December 1, 2022. We have included the 2021 report with this correspondence for further details of the process and reporting resulting from this review.



Chief Smith  
July 19, 2022  
Page 2

Any review results by the training team will be verbally briefed to the respective department prior to inclusion in the report. Specific cases will not be identified in that report as it centers around revisions to the WSCJTC training.

Please contact SAI Program Manager Jen Wallace with any specific questions about the CSTR at (206)794-9345 or jennifer.wallace@cjtc.wa.gov.

Thank you for your attention to this information and thank you and your department, in advance, for your role in advancing sexual assault investigations training in Washington State.

Sincerely,



Monica A. Alexander  
Executive Director

Enclosures

- (1) Case Systems Training Review, December 1, 2021
- (2) Case Information Request for Clallam County Prosecuting Attorney's Office

Cc: Mark Nichols, Clallam County Prosecuting Attorney  
Bart Hayes, Advanced Training Division Manager  
Jen Wallace, Sexual Assault Investigations Program Manager  
Jerrell Wills, Deputy Director



# WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Monica A. Alexander, Executive Director

---

19010 1st Avenue South • Burien, WA 98148 • Phone: 206-835-7300 • [www.cjtc.wa.gov](http://www.cjtc.wa.gov)

July 19, 2022

Mark Nichols  
Clallam County Prosecuting Attorney  
223 East 4<sup>th</sup> Street  
Port Angeles, WA 98362

Dear Mr. Nichols:

We are writing to inform you that the Clallam County Prosecuting Attorney's Office, along with the Port Angeles Police Department (PAPD), was selected for the 2022 annual Case Systems Training Review project under the Sexual Assault Investigations (SAI) training program at the Washington State Criminal Justice Training Commission (WSCJTC). Collaborations with PAPD on our sexual assault investigations trainings and their inclusion of consistently exemplary officers in trainings resulted in this year's selection of the Port Angeles Police Department.

This project, mandated under [House Bill 1109](#), is being conducted annually by SAI training team members consisting of the WSCJTC Program Manager, attorneys, investigators, and advocates. The purpose of this review is to assess officer applications of a trauma-informed, victim-centered practices as prescribed in the training and determine whether there are gaps or enhancements that can be applied to the victim interviewing course.

The training, SAI-Victim-Centered Engagement and Resiliency Tactics (VCERT) was mandated for officers who regularly conducted adult sexual assault investigations under [RCW 43.101.272](#). To date, several officers from the Port Angeles Police Department have participated in either the VCERT course or the Patrol Officer Response to Sexual Assault online training. By reviewing case files for the Port Angeles PD, we will be able to assess the influence of the training and other contributing factors to investigation outcomes. Additionally, it will enable us to identify best practices, other training resources, and training gaps.

We're currently anticipating this review to take place in Port Angeles the week of October 11, 2022 and will be asking that closed case files be made available to training team members electronically on or before September 15, 2022. We also ask to remain in contact with a staff member or prosecutor generally familiar with the content and outcome of these cases.

Case Systems Training Review results will be included in the WSCJTC report to the Governor's office that is to be submitted by December 1, 2022. We have included the 2021 report with this correspondence for further details of the process and reporting resulting from this review. Any review results by the training team will be verbally briefed to the respective department prior to inclusion in the report. Specific cases will not be identified in that report as it centers around revisions to the WSCJTC training.

Mark Nichols  
July 19, 2022  
Page 2

Please contact SAI Program Manager Jen Wallace with any specific questions about the CSTR at (206) 794-9345 or [jennifer.wallace@cjtc.wa.gov](mailto:jennifer.wallace@cjtc.wa.gov)

Thank you for your attention to this information and thank you and your department, in advance, for your role in advancing sexual assault investigations training in Washington State.

Sincerely,



Monica A. Alexander  
Executive Director

Enclosures

- (1) Case Systems Training Review, December 1, 2021
- (1) Case Information Request for Port Angeles Police Department and Clallam County Prosecuting Attorney's Office

cc: Brian Smith, Port Angeles Police Department Chief  
Bart Hayes, Advanced Training Division Manager  
Jen Wallace, Sexual Assault Investigations Program Manager  
Jerrell Wills, Deputy Director

## Case Systems Training Review (CSTR) Request Document List

The Port Angeles Police Department (PAPD), along with the Clallam County Prosecuting Attorney's Office, has been selected for the Case Systems Training Review project under the Sexual Assault Investigations (SAI) training program at the Washington State Criminal Justice Training Commission (WSCJTC).

Port Angeles Police Department and Clallam County Prosecuting Attorney's Office are requested to select a total of five sexual assault cases involving adult victims with varying prosecution outcomes (declined – prosecuted) from Jan. 2019 to Sept. 2022. Once these five cases have been mutually selected and agreed upon, the Port Angeles Police Department and/or the Clallam County Prosecuting Attorney's Office is requested to provide the following documents contained in each of the five case files and/or reports:

### Law Enforcement Document List

1. A listing of the total number of adult sexual assault and/or rapes reported to the department and their investigative outcomes in 2019, 2020, 2021, and 2022.
2. Documentation of the race and/or ethnicity of victim, witnesses, and suspect(s);
3. Documentation of age of the victim, witnesses, and suspect(s);
4. Documentation indicating if the case involved a stranger assailant or non-stranger assailant;
5. Documentation whether voluntary or involuntary alcohol/drug facilitation was involved;
6. Documentation of advocate(s) contacted and utilized during interviews with the victim;
7. Written (notes and transcripts) and recorded documentation of interviews with victim(s), witnesses, and suspect(s);
8. Documentation of all evidence gathered, including physical evidence, digital evidence from social media, texts, and any communication between the victim(s) and witnesses, friends, family members, and suspect(s), etc.;
9. Documentation regarding testing and results from victim's sexual assault kit;
10. Documentation regarding 911 call evidence;
11. Results of crime lab testing (if any) of items belonging to suspect(s) and/or victim(s);

12. Documentation of suspect's criminal history, including any known prior arrests and prior protection orders;
13. Investigator's detailed documentation of the disposition of the case, including arrest, communications with victim wishing not to move forward, recantation, referral to prosecutors, etc.;
14. Documentation of communication with prosecutors, reasons for the referral of the case to prosecutors, the recommendation regarding the charge(s) for the suspect, etc.;
15. Documentation of coding of the case, especially documentation of indicating the case was closed by exceptional clearance;
16. Documentation and explanation if the case was referred to the City Attorney's Office;

#### Prosecutorial Document List

1. Documentation of the race and/or ethnicity of victim, witnesses, and suspect(s);
2. Documentation of age of the victim, witnesses, and suspect(s);
3. Documentation of indicating if the case involved a stranger assailant or a non-stranger assailant, and/or whether it involved voluntary or involuntary alcohol/drug facilitation;
4. Documentation of all information relied on/reviewed by prosecutor in making charging decision, including but not limited to:
  - a. Documentation of all written (notes and transcripts) and recorded interviews with the victim, witnesses, and suspect(s);
  - b. Documentation of past criminal history and/or cases against the suspect/defendant;
  - c. Documentation regarding testing and results from victim's sexual assault kit;
  - d. Documentation of SANE notes and/or any other medical records obtained;
  - e. Documentation regarding any searches conducted;
  - f. Documentation of results of Crime Lab testing, if any.
5. Documentation of all communication with the victim;
6. Documentation of any existing or past protection orders involving the suspect and/or victim;
7. Documentation of the disposition/current status of the case and reasons for the specific disposition;

8. Documentation and explanation for a declination or plea agreement, including whether voluntary or involuntary use of drugs and/or alcohol was a factor;
9. If charges were filed, copies of all original and amended charging documents
10. Documentation of results of a jury trial (i.e., conviction, acquittal, hung jury);
11. If there was a conviction as a result of a guilty plea or trial, copies of:
  - a. Judgement and sentence;
  - b. Pre-sentencing report;
  - c. Victim impact statement.



# WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Monica A. Alexander, Executive Director

---

19010 1st Avenue South • Burien, WA 98148 • Phone: 206-835-7300 • [www.cjtc.wa.gov](http://www.cjtc.wa.gov)

August 8, 2022

Chief Adrian Diaz  
Seattle Police Department  
610 5<sup>th</sup> Ave.  
Seattle, WA 98104

Dear Chief Diaz:

We are writing to confirm participation by the Seattle Police Department (SPD), along with the King County Prosecuting Attorney's Office, in the 2022 Case Systems Training Review project under the Sexual Assault Investigations (SAI) training program at the Washington State Criminal Justice Training Commission (WSCJTC). This project, mandated under [House Bill 1109](#), is being conducted annually by SAI training team members consisting of the WSCJTC Program Manager, attorneys, investigators, and advocates. The purpose of this review is to assess officer applications of a trauma-informed, victim-centered practices as prescribed in the training and determine whether there are gaps or enhancements that can be applied to the victim interviewing course. By reviewing case files for your office, we anticipate being able to identify best practices, other training or mentoring resources, and any WSCJTC training gaps.

The SAI-Victim-Centered Engagement and Resiliency Tactics (VCERT) course is mandated for officers who regularly conduct adult sexual assault investigations under [RCW 43.101.272](#). WSCJTC also offers a 2-hour online patrol officer training in Acadis; Patrol Officer Response to Sexual Assault (or PORSA). In terms of SPD participation in the SAI trainings, our review of training records to date determined the following:

- Twenty-six Seattle Police Department officers, including two Sexual Assault Unit Sergeants (Krista Bair and Pam St. John) have attended the VCERT course.
- Five Seattle PD officers have attended the virtual VCERT course since June 2020.
- Additionally, Patrol Officer Lauren Selby served as a VCERT interview facilitator through several trainings and Sgt. Scott Hatzenbuehler contributed to the PORSA training video.
- Two SPD officers have completed the two-hour online training, Patrol Officer Response to Sexual Assaults (PORSA).
- Three Seattle Police Department officers are scheduled for the upcoming August 30, 2022 SAI-VCERT class.

Chief Diaz  
August 2, 2022  
Page 2

For the case reviews, we request that pre-identified **closed case files be made available for our review on or before October 15, 2022**. We are currently **anticipating interviews related to this review to take place in Seattle October 24, 2022**. Included with this letter is a request of the documents being sought from SPD and the King County Prosecuting Attorney's Office for review. Once a point of contact with your department has been established, we will also provide additional information regarding the transfer/storage of those files. We also ask to remain in contact with a supervisor generally familiar with the content and outcome of these cases.

Case Systems Training Review results will be included in the WSCJTC report to the Governor's office that is to be submitted by December 1, 2022. We have included the 2021 report with this correspondence for further details of the process and reporting resulting from this review. Any review results by the training team will be verbally briefed to the respective department prior to inclusion in the report. Specific cases will not be identified in that report as it centers around revisions to the WSCJTC training.

Please contact SAI Program Manager Jen Wallace with any specific questions about the CSTR or SAI training at (206)794-9345 or [jennifer.wallace@cjtc.wa.gov](mailto:jennifer.wallace@cjtc.wa.gov).

Thank you for your attention to this information and thank you and your department, in advance, for your role in advancing sexual assault investigations training in Washington State.

Sincerely,



Monica A. Alexander  
Executive Director

Enclosures

- (1) Case Systems Training Review Requested Document List for Seattle PD and King County Prosecuting Attorney's Office
- (2) Case Systems Training Review, December 1, 2021

Cc: Dan Satterberg, King County Prosecuting Attorney  
Bart Hayes, Advanced Training Division Manager  
Jen Wallace, Sexual Assault Investigations Program Manager  
Jerrell Wills, Deputy Director





# WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Monica A. Alexander, Executive Director

---

19010 1st Avenue South • Burien, WA 98148 • Phone: 206-835-7300 • [www.cjtc.wa.gov](http://www.cjtc.wa.gov)

August 10, 2022

Dan Satterberg  
King County Prosecuting Attorney  
515 3<sup>rd</sup> Ave., W400  
Seattle, WA 98104

Dear Mr. Satterberg:

We are writing to inform you that the King County Prosecuting Attorney's Office, along with the Seattle Police Department (SPD), was selected for the 2022 annual Case Systems Training Review project under the Sexual Assault Investigations (SAI) training program at the Washington State Criminal Justice Training Commission (WSCJTC).

This project, mandated under House Bill 1109, is being conducted annually by SAI training team members consisting of the WSCJTC Program Manager, attorneys, investigators, and advocates. The purpose of this review is to assess officer applications of a trauma-informed, victim-centered practices as prescribed in the training and determine whether there are gaps or enhancements that can be applied to the victim interviewing course.

The training, SAI-Victim-Centered Engagement and Resiliency Tactics (VCERT) was mandated for officers who regularly conduct adult sexual assault investigations under RCW 43.101.272. To date, several officers from the Seattle Police Department have participated in either the VCERT course or the Patrol Officer Response to Sexual Assault online training. By reviewing case files for the Seattle PD, we will be able to assess the influence of the training and other contributing factors to investigation outcomes. Additionally, it will enable us to identify best practices, other training resources, and training gaps.

For this review, we are requesting that **closed case files be made available to training team members electronically on or before October 15, 2022**. A description of the information requested is attached. Additionally, we will be scheduling any **follow up meetings during the week of October 24, 2022**. We also ask to remain in contact with a staff member or prosecutor generally familiar with the case file content and outcome of these cases.

Case Systems Training Review results will be included in the WSCJTC report to the Governor's office that is to be submitted by December 1, 2022. We have included the 2021 report with this correspondence for further details of the process and reporting resulting from this review. Any review results by the training team will be verbally briefed to the respective department prior to inclusion in the report. Specific cases will not be identified in that report as it centers around revisions to the WSCJTC training.

Dan Satterberg,  
August 8, 2022  
Page 2

Please contact Program Manager Jen Wallace, SAI, Advanced Training Division, CJTC with any specific questions about the CSTR at (206)794-9345.

Thank you for your attention to this information and thank you and your department, in advance, for your role in advancing sexual assault investigations training in Washington State.

Sincerely,



Monica A. Alexander

Enclosures

- (1) Case Systems Training Review Documents Request
- (2) Case Systems Training Review report, December 1, 2021

Cc: Chief Adrian Diaz, Seattle Police Department  
Jen Wallace, Sexual Assault Investigations Program Manager, WSCJTC  
Bart Hayes, Division Director, Advanced Training, WSCJTC  
Jerrell Wills, Deputy Director, WSCJTC

## Case Systems Training Review (CSTR) Requested Document List

The Seattle Police Department (SPD), along with the King County Prosecuting Attorney's Office, has been selected for the Case Systems Training Review project under the Sexual Assault Investigations (SAI) training program at the Washington State Criminal Justice Training Commission (WSCJTC).

Seattle Police Department and King County Prosecuting Attorney's Office are requested to select a total of ten sexual assault cases involving adult victims with varying prosecution outcomes (declined – prosecuted) from Jan. 2019 to Sept. 2022. Once these ten cases have been mutually selected and agreed upon, the Seattle Police Department and/or the King County Prosecuting Attorney's Office is requested to provide the following documents contained in each of the ten case files and/or reports:

### Law Enforcement Document List

1. A listing of the total number of adult sexual assault and/or rapes reported to the department and their investigative outcomes in 2019, 2020, 2021, and 2022.
2. Documentation of the race and/or ethnicity of victim, witnesses, and suspect(s);
3. Documentation of age of the victim, witnesses, and suspect(s);
4. Documentation indicating if the case involved a stranger assailant or non-stranger assailant;
5. Documentation whether voluntary or involuntary alcohol/drug facilitation was involved;
6. Documentation of advocate(s) contacted and utilized during interviews with the victim;
7. Written (notes and transcripts) and recorded documentation of interviews with victim(s), witnesses, and suspect(s);
8. Documentation of all evidence gathered, including physical evidence, digital evidence from social media, texts, and any communication between the victim(s) and witnesses, friends, family members, and suspect(s), etc.;
9. Documentation regarding testing and results from victim's sexual assault kit;
10. Documentation regarding 911 call evidence;
11. Results of crime lab testing (if any) of items belonging to suspect(s) and/or victim(s);

12. Documentation of suspect's criminal history, including any known prior arrests and prior protection orders;
13. Investigator's detailed documentation of the disposition of the case, including arrest, communications with victim wishing not to move forward, recantation, referral to prosecutors, etc.;
14. Documentation of communication with prosecutors, reasons for the referral of the case to prosecutors, the recommendation regarding the charge(s) for the suspect, etc.;
15. Documentation of coding of the case, especially documentation of indicating the case was closed by exceptional clearance;
16. Documentation and explanation if the case was referred to the City Attorney's Office;

#### Prosecutorial Document List

1. Documentation of the race and/or ethnicity of victim, witnesses, and suspect(s);
2. Documentation of age of the victim, witnesses, and suspect(s);
3. Documentation of indicating if the case involved a stranger assailant or a non-stranger assailant, and/or whether it involved voluntary or involuntary alcohol/drug facilitation;
4. Documentation of all information relied on/reviewed by prosecutor in making charging decision, including but not limited to:
  - a. Documentation of all written (notes and transcripts) and recorded interviews with the victim, witnesses, and suspect(s);
  - b. Documentation of past criminal history and/or cases against the suspect/defendant;
  - c. Documentation regarding testing and results from victim's sexual assault kit;
  - d. Documentation of SANE notes and/or any other medical records obtained;
  - e. Documentation regarding any searches conducted;
  - f. Documentation of results of Crime Lab testing, if any.
5. Documentation of all communication with the victim;
6. Documentation of any existing or past protection orders involving the suspect and/or victim;
7. Documentation of the disposition/current status of the case and reasons for the specific disposition;

8. Documentation and explanation for a declination or plea agreement, including whether voluntary or involuntary use of drugs and/or alcohol was a factor;
9. If charges were filed, copies of all original and amended charging documents
10. Documentation of results of a jury trial (i.e., conviction, acquittal, hung jury);
11. If there was a conviction as a result of a guilty plea or trial, copies of:
  - a. Judgement and sentence;
  - b. Pre-sentencing report;
  - c. Victim impact statement.



# Case Review Checklist

## Observation Form

- Case ID Number: Click or tap here to enter text.
- Reviewer(s): Click or tap here to enter text.
- Investigator: Click or tap here to enter text.
- Department: Click or tap here to enter text.
- Case Open Date: Click or tap to enter a date.
- Case Closed Date: Click or tap to enter a date.
- Attended SAI-VCERT:  Yes  No  
Date: Click or tap to enter a date.
- Advocate Org: Click or tap here to enter text.
- Others Involved (name/org): Click or tap here to enter text.

### Case Synopsis

- Suspect Name: Click or tap here to enter text.
- Victim Name: Click or tap here to enter text.
- Key Facts: Click or tap here to enter text.

## Initial Response

1.	<b>Name/role of initial responder:</b>			
	Name: Click or tap here to enter text.			
	Role: Click or tap here to enter text.			
	<b>Yes</b>	<b>No</b>	<b>Unk/NA</b>	
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did initial responder conduct the full investigation?
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was the case referred to a Detective for investigation?
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Were advocacy services offered and explained?



5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Were advocacy services utilized?
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was a SANE exam offered and explained?
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was a SANE exam administered?
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Coordination within dept./with outside resources as applicable. Describe:
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Report includes victim's words/language? (use any quotes?)
10.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Complete, thorough documentation in case file.
11.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crime scene secured; proper evidence collected.
12.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the case involve the voluntary use of drugs/alcohol by the victim?
13.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the case involve the involuntary use of drugs/alcohol by the victim?
14.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was the victim's race and/or ethnicity identified in the case file?
15.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was the victim's age noted in the case file?
16.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was the victim's gender identified in the case file?
17.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was an interpreter needed/used?



## Additional Observations

Did the case involve a stranger or non-stranger assailant?  Stranger  Non-stranger

Was the case appropriately coded in the case file?  Yes  No

If 'yes', was the case coded as:

with an **arrest**

**unfounded**, or

with an **exceptional clearance** designation?\*

*\* A description of case code designations can be found in the **Case Review Guide** (page #)*

## A. Victim In-depth Interview

	Yes	No	Unk/NA	
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Used <b>trauma-informed</b> * practices. (*See Case Review Guide, page #)
2.	If no or unknown re: trauma-informed practices:			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the investigator ask questions that were focused on victim-blaming and/or reflecting more concern for the accused than the victim?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the investigator ask questions demonstrating disbelief or misunderstanding of victim behavior?
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Report uses victim's words/language?
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Report captures the full context of the crime in language of non-consensual sex?
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Context of force, threat, or fear victim experienced is well documented in interview, if applicable?
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Complete, thorough documentation of victim interview?
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If recantation occurred, what were the circumstances?
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was a recording of the victim's interview(s) provided for the review?
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the case strongly rely on information/evidence from the victim?





## Additional Observations re: Victim Interview

- Did the investigator use non-leading questions and other open-ended prompts?  
 Yes  No
- Did the investigator provide encouragement of narrative responses and active generation of information by the victim, not just passive responses to investigator questions?  
 Yes  No
- Did the investigator pause to allow the victim time to digest a question and think about how to respond, without being rushed or interrupted?  
 Yes  No
- Did the investigator focus on what the victim could recall thinking and feeling throughout the experience?  
 Yes  No
- Did the investigator provide consistent expressions of patience, empathy, and understanding?  
 Yes  No
- Did the investigator explain to the victim that there was no necessity for information to be provided in a sequential or “logical” order?  
 Yes  No
- Did the investigator instruct the victim not to guess at any answers, and to say “I don’t know” or “I don’t remember” when needed?  
 Yes  No
- Did the investigator not ask the victim “why” questions, but replaced and reframed questions to help understand the victim’s experiences and responses?  
 Yes  No
- Did the investigator explain to the victim that they may recall additional information as time passes?  
 Yes  No
- Did the investigator listen to the victim’s account without assumptions or bias?  
 Yes  No
- Did the investigator ask if there was something else they did not ask that the victim would like to share?  
 Yes  No



## B. Suspect Interview

	Yes	No	Unk/NA	
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suspect interview attempted/accomplished (circle)?
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was a recording of the suspect's interview(s) provided for the review?
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Report uses suspect's language as appropriate?
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elements of 'voluntariness' of statement highlighted (or suspect Mirandized if in custody)?
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Offender history collected/investigated as applicable?
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suspect's role in 'setting up' the assault (or creating the conditions of vulnerability) noted?
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Areas of corroboration of victims' account highlighted; implausible/absurd statements highlighted?
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forensic/physical exam conducted as applicable?

### Additional Observations re: Suspect Interview

<ul style="list-style-type: none"> <li>Suspect's level of intoxication probed (if any)? <input type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>Did the investigator ask if there was anything else they did not ask that the Suspect would like to share? <input type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>Other observations? Click or tap here to enter text.</li> </ul>
--

## C. Evidence Collection/Witness Identification

	Yes	No	Unk/NA	
10.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Information necessary to prove elements of the crime included/noted?



11.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Witnesses identified and interviewed (witnesses at scene, witnesses who know suspect, initial disclosure witnesses, etc.)?
12.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Interviews recorded?
13.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Comprehensive evidence collection (e.g., photographs, physical/forensic evidence from suspect, clothes, pre-text calls)?
14.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In-person or photo lineup used, if appropriate

### Additional Observations

*\*A list of specific observations/questions can be found in the **Case Review Guide** (page #)*

Click or tap here to enter text.

### D. Prosecution Overall Questions

	Yes	No	Unk/NA	
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was the case properly coded as a crime and as the correct crime?
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If the investigation supported an arrest, was it made?
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If the case was <b>unfounded*</b> , explain the circumstances. ( <i>*See Case Review Guide, page #</i> )
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the investigation demonstrate that no crime had occurred?
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did a supervisor review and approve each decision to unfound a case?
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If a case was exceptionally cleared was the <b>exceptional clearance*</b> proper? Describe. ( <i>*See Case Review Guide, page #</i> )
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was the case forwarded to the prosecutor after a full investigation and the proper collection and testing of evidence?



8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If appropriate, was additional follow-up investigation conducted after referring to the prosecutor?
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If appropriate, was the victim contacted by the police after referral to the prosecutor? (to see if new memories, etc.)

### Additional Observations

Click or tap here to enter text.

# Case Review Results Summary

- Case ID Number: Click or tap here to enter text.
- Reviewer(s) Dates Reviewed: Click or tap here to enter text.
- Investigator: Click or tap here to enter text.
- Department: Click or tap here to enter text.
- Case Open Date: Click or tap to enter a date.
- Case Closed Date: Click or tap to enter a date.
- Attended SAI-VCERT:  Yes  No
- Advocate Name: Click or tap here to enter text.
- Advocate Organization: Click or tap here to enter text.
- Others Involved (name/org): Click or tap here to enter text.
- Brief Description of Case: Click or tap here to enter text.

## SAI-VCERT Learning Objectives

- a. Understand and recognize the nature and consequences of victimization.
- b. Understand and describe how specific experiences impact victim trauma, memory, reactions, and behavior.
- c. Understand how investigator interpretation of victim behaviors impact sexual assault cases.
- d. Identify strategies to work with all victims to facilitate trust and communication.
- e. Conduct interviews utilizing a research-based model that integrates wellness skills designed to minimize victim trauma, provide maximum emotional comfort, reduce the number of interviews, and foster resilience.
- f. Conduct objective, thorough, and complete investigations that articulate elements of the identified crime, while utilizing physical, psychological, and sensory evidence to build a strong case.
- g. Understand the importance of working with a multi-disciplinary team.

## Questions

	Yes	No	Unk/ NA	
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the investigator attend SAI-VCERT? Date: Click or tap to enter a date.
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documents provided by PAPD and/or CCPAO facilitated a thorough case review.

	If not (no), then list any additional documents needed.			Click or tap here to enter text.
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Were the interactions with the victim consistent with training objectives?
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Was the case conducted in accordance with training objectives?
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Were there takeaways from the case that could be incorporated into the training? <i>Please note below.</i>
	Reviewers' top takeaways from this investigation.			Click or tap here to enter text.
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Were there areas of improvement in the case that can be addressed through training? <i>Please note below.</i>
	Areas for improvement:			Click or tap here to enter text.
7.	List specific questions for investigator(s) or Detective Supervisor: Click or tap here to enter text.			

## Notes and Observations

Please note any case highlights or exceptional techniques, strategies, and/or practices identified during the review that support or extend training objectives.

Click or tap here to enter text.

Please note any recommendations to strategies, policies or practices that could assist the department with meeting training objectives/best practices.

Click or tap here to enter text.

Additional thoughts/observations of investigation or review process.

Click or tap here to enter text.

**Start by Believing Summit**  
**Thursday, September 22, 2022**  
**Washington State Criminal Justice Training Commission**  
**Summit Attendance listing (law enforcement agencies only)**

Airway Heights Police Department .....	2	Lake Forest Park Police Department .....	2
Auburn Police Department .....	1	Lake Stevens Police Department .....	2
<b>Bainbridge Island Police Department .....</b>	<b>3</b>	Lakewood Police Department .....	2
<b>Battle Ground Police Department .....</b>	<b>3</b>	Langley Police Department.....	1
Bellingham Police Department .....	2	Lynnwood Police Department .....	1
Benton County Sheriff's Office.....	1	Marysville Police Department .....	1
Bothell Police Department.....	4	Mason County Sheriff's Office .....	1
Burlington Police Department .....	2	Mountlake Terrace Police Department .....	3
Central Washington University Police Department.....	3	Mukilteo Police Department .....	3
Clallam County Sheriff's Office.....	3	Pacific Police Department .....	2
Clark County Sheriff's Office .....	1	Poulsbo Police Department.....	4
College Place Police Department .....	1	<b>Redmond Police Department .....</b>	<b>11</b>
Enumclaw Police Department.....	2	<b>Ritzville Police Department .....</b>	<b>2</b>
Everett Police Department .....	1	Seattle Police Department.....	8
Federal Way Police Department .....	3	<b>Tacoma Police Department .....</b>	<b>3</b>
Issaquah Police Department .....	1	<b>Tulalip Tribal Police Services.....</b>	<b>3</b>
Jefferson County Sheriff's Office.....	1	Union Gap Police Department.....	2
Kennewick Police Department.....	1	WA State University Police Department, Pullman .....	2
King County Sheriff's Office.....	1	WA State University Police Department, Vancouver .....	1
Kirkland Police Department .....	7	Walla Walla County Sheriff's Office.....	2
Lacey Police Department .....	2	Whatcom County Sheriff's Office .....	5
		<b>Woodland Police Department.....</b>	<b>1</b>

Note: Highlighted departments indicate Chief was in attendance.