



HEADQUARTERS MEMORANDUM 24-04

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Subject: MCPD Community Engagement Division

Montgomery County Department of Police (MCPD) Community Engagement Division, now located in the Field Services Bureau, is committed to upholding the principles of justice, equity, and compassion while preventing and mitigating crises, supporting mental health, and promoting positive relationships between law enforcement and the community we serve.

ORGANIZATIONAL STRUCTURE

The Community Engagement Division (CED) is comprised of three sections:

A. Community Engagement Section (CES):

1. Community Engagement Officers (CEOs)

B. Crisis Response and Resource Section (CRSS):

1. Crisis Intervention Team (CIT) – Refer to Function Code 0921
2. Behavioral Analysis and Administrative Unit (BAAU)
3. Autism/IDD (Intellectual and Developmental Disabilities), Alzheimer's and Dementia Outreach Unit

C. Decentralized Sections:

1. Montgomery County Police Foundation – Refer to HQ Memorandum 17-01
2. Honor Guard – Refer to Function Code 1152

Note: The Community Engagement Division is the primary Proponent Unit for each of the decentralized teams. Their specific function codes outline additional information about their functions and operating procedures.

COMMUNITY ENGAGEMENT SECTION

The Community Engagement Section (CES) is responsible for working with the Montgomery County Public Schools (MCPS). The primary focus of the Community Engagement Section is to enhance the safety and security of the learning environment for students, staff, and the school community within Montgomery County, Maryland. The MCPD Community Engagement Division will coordinate training for the Community Engagement Officer (CEO) Program, attend meetings with MCPS principals and/or administrators, and act as the point of contact for the Montgomery County Police Department (MCPD) and MCPS to resolve any conflicts or matters of concern.

A. Community Engagement Officers (CEOs)

1. CEOs are sworn uniformed police officers trained in emergency preparedness, crisis management, community policing concepts, and problem-solving. They will liaise with the MCPD, MCPS, and private schools in Montgomery County.

2. CEOs will work with MCPS Security Team Leaders (STL), principals, Assistant Principals (AP), and other MCPS staff at their assigned schools. The goal is to mentor and educate juveniles within the school system.
3. The supervisor and/or Executive Staff will assign the CEOs to schools. CEOs will be responsible for the following:
 - a. Responding to and conducting the preliminary investigation of any school threats during regular school hours (0700-1500, Monday - Friday).

Note: In the event the threat of school violence or school threat assessment is complex (e.g., Extreme Risk Protection Order (ERPO), search warrant, cell phone ping, surveillance, etc.), the CEO or District Patrol Officer shall contact the CED/BAAU, who will conduct the investigation. CED/BAAU will collaborate with the appropriate ISB division on a case-by-case basis.

CRISIS RESPONSE AND SUPPORT SECTION (CRSS)

The Crisis Response and Support Section is comprised of the Crisis Intervention Team (CIT), the Behavioral Analysis and Administrative Unit (BAAU), as well as the Autism/Intellectual and Developmental Disabilities, Alzheimer's, and Dementia Outreach Unit (AIDDADO).

A. Crisis Intervention Team (CIT)

The Crisis Intervention Team (CIT) has been established to address the complexities of mental health consumers and calls for service within Montgomery County, Maryland. CIT officers are a resource with the skills to handle more complex situations and calls-for-service (CFS). The CED/CIT comprises sworn MCPD officers, a Supervisory Therapist, and associated professional staff.

1. CED/CIT officers will be responsible for the following CFS:
 - a. Suicides in progress.
 - b. Actively violent mental health consumers.
 - c. Critically missing mental health consumers when an active search is being conducted.
 - d. Any appropriate call regarding a mental health consumer where an officer may need assistance.
 - e. **Any Extreme Risk Protection Order (ERPO), except those assigned to the Special Victims Investigations Division (SVID).**

B. Behavioral Analysis and Administrative Unit (BAAU)

The Behavioral Analysis and Administrative Unit (BAAU) has been established to coordinate and formulate threat reduction, mitigation, site management, and security strategies for situations that may not rise to the level of a criminal offense but may still pose an extremely high risk of violence. Additionally, the unit is responsible for investigating individuals whose actions threaten the community.

1. The BAAU is responsible for the following:
 - a. Threat assessment, mitigation and management, and investigating these cases.
 - b. Coordinating the Crime Solvers program with the Montgomery County Crime Solvers Board of Directors.
 - c. Serve in a logistics and management capacity to assist the department with Community Engagement Functions.

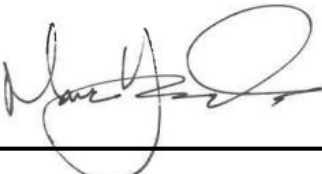
C. Autism/IDD (Intellectual and Developmental Disabilities), Alzheimer's & Dementia Outreach Unit

The Autism/IDD (Intellectual and Developmental Disabilities), Alzheimer's and Dementia Outreach Team was created as a 'one-stop' solution to address the increase in calls for service with individuals who have Autism/IDD (Intellectual and Developmental Disabilities), Alzheimer's and Dementia. The program primarily focuses on providing education and outreach to individuals with Autism/IDD (Intellectual and Developmental Disabilities), Alzheimer's, and Dementia, their caregivers, and preparing law enforcement for encounters with this population.

1. The Autism/IDD, Alzheimer's, and Dementia Outreach Unit is responsible for the following:
 - a. Curriculum development and training for entry-level academy training and ongoing training to CIT classes and in-service for sworn and professional staff.
 - b. Provide broad outreach in Autism/IDD and Alzheimer's /Dementia through presentations, community events, and resource coordination. This includes working collaboratively with Montgomery County Public and Private schools.
 - c. Coordinating and contacting community resources, including partnerships with local and national advocacy organizations, to ensure accurate information is provided to the autism/IDD, Alzheimer's, and Dementia Communities.

Any questions regarding the Community Engagement Division should be directed to the CED staff at 240-773-6980 or POL.CEDDirector@montgomerycountymd.gov.

This HQM cancels Sections III.C.2 and III.D.5.d of FC 0220 Department Organization and Command Structure and the first sentence of Section IX.A in FC 0641 ERPOs.



Marc R. Yamada
Chief of Police