OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 26 October 20, 2020

SUBJECT: MULTI-DISCIPLINARY COLLISION INVESTIGATION TEAM – REVISED

PURPOSE: This Order amends Department Manual Section 4/412, *Multi-Disciplinary Collision Investigation Team*, to reflect revised call-out criteria and responsibilities of the Multi-Disciplinary Collision Investigation Team (MCIT).

PROCEDURE: Department Manual Section 4/412, *Multi-Disciplinary Collision Investigation Team*, has been revised. Attached is the revised Department Manual Section with the revisions indicated in italics.

AMENDMENT: This Order amends Section 4/412 of the Department Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.

MICHEL R. MOORE
Chief of Police

Attachment

DISTRIBUTION "D"

DEPARTMENT MANUAL
VOLUME IV
Revised by Special Order No. 26, 2020

412. MULTI-DISCIPLINARY COLLISION INVESTIGATION TEAM. The Multi-Disciplinary Collision Investigation Team (MCIT) is responsible for critical traffic investigations, traffic reconstruction, and teaching collision investigation schools. The MCIT shall *also respond to and handle* the following incidents:

- Any traffic collision that results in a *verified severe* or fatal injury ***and*** involves a City-owned or *a* City-mileage vehicle or was being influenced by City property or a City employee acting within the scope of his *or* her employment ***and*** has the likelihood of substantial liability to the *D*epartment;

  Note: *Severe injury is defined as a serious, incapacitating injury which normally requires hospitalization, other than for observation, and prevents the victim from walking or driving.*

- Any major unusual traffic occurrence, when requested by the concerned traffic division watch commander and *approved by* the Officer in Charge (OIC), Traffic Coordination Section (TCS), *with the concurrence of the Commanding Officer, Traffic Group*; or,
- Any request by a commanding officer, with the approval of the Commanding Officer, *Transit Services Bureau.*

The traffic division watch commander or on-call traffic division detective of the concerned geographic bureau must contact the OIC, TCS, for approval prior to requesting the MCIT.

Note: When TCS is closed, Department Operations Center (DOC) *shall* be notified and requested to contact the on-call MCIT supervisor assigned to the TCS. Upon notification of an MCIT incident, DOC *shall initiate* the MCIT notification process. In the event of an MCIT call-out, the MCIT supervisor *shall request* that DOC coordinate the response of the aforementioned personnel. The MCIT supervisor may call upon resources *from the respective* geographic traffic division, as needed, to assist in various aspects of an investigation.

Multi-Disciplinary Collision Investigation Team. The *overall* MCIT is comprised of the following personnel:

- (2) Commanding Officer, *Transit Services Bureau and Traffic Group*;
- (1) Department Risk Manager or representative;
- (1) Lieutenant II, *Officer in Charge (OIC), MCIT*;
- (1) Sergeant II;
- (*5*) Detective II;
- (*4*) Police Officer III; *and,*
- (1) Automotive Supervisor or higher rank supervisor designated by the Commanding Officer, Motor Transport Division, as an adjunct member.

Category I Call-Out. *A traffic collision that results in a fatality or verified severe injury that was the direct result of some action involving a City-owned or City-mileage vehicle, or was being*

influenced by City property or a City employee acting within the scope of his or her employment that could subject the City to substantial liability.

Required Response:

- *(1) Commanding Officer, Traffic Group or other designated Command Officer;*
- *(1) Sergeant II or Lieutenant II, Officer in Charge (OIC), MCIT;*
- *(3) Detective II;*
- *(1) Lead Collision Investigator;*
- *(1) Assistant Lead Collision Investigator;*
- *Commanding Officer, concerned Geographic Area, to ensure the well-being of the involved officer(s), if applicable, and to address any community concerns; and,*
- *(1) Motor Transport Division Automotive Supervisor.*

Category II Call-Out. *A traffic collision that results in a fatality or severe injury that was the direct result of some action involving a City-owned or City-mileage vehicle, or was being influenced by City property or a City employee acting within the scope of his or her employment that* ***would not*** *subject the City to substantial liability.*

Required Response:

- *Detective Supervisor;*
- *Lead Collision Investigator;*
- *Assistant Lead Collision Investigator; and,*
- *Motor Transport Division Automotive Supervisor.*

Administrative or Consultation Call-Out. *A traffic collision that meets the criteria for a Category I or Category II, but the Department is not the lead agency handling the investigation; or, requested as expert consultants for a Department investigation.*

Required Response:

- *Detective Supervisor; and,*
- *Lead or Assistant Collision Investigator.*

The OIC of MCIT, the Commanding Officer of Traffic Group, and the Department Traffic Coordinator will assess each incident to determine the appropriate response of MCIT personnel based on the specific facts of the incident. The Commanding Officer of Transit Services Bureau may deviate from the criteria and response guidelines listed above as deemed necessary and based on articulable circumstances.

Multi-Disciplinary Collision Investigation Team Responsibilities. The MCIT is responsible for the following:

- Completing critical traffic collision investigations;

- *Imaging* a vehicle's Event Data Recorder and Power Control Module;
- Conducting follow-up investigations;
- Conducting compelled interviews of Department employees, when applicable and in accordance with Government Code Section 3300;

  Note: Prior to conducting the compelled interview, the MCIT interviewer *shall* ensure the involved employee(s), when practicable, review the *relevant* Digital In-Car Video System footage captured during the incident, consistent with Department Manual Section 3/579.13, *as well as the relevant* Body Worn Video *footage*, consistent with Department Manual Section 3/579.15.

- Conducting recorded interviews of all involved parties;
- Conducting recorded interviews of all witnesses;
- Conducting vehicle examinations;
- Filing cases with the District or City Attorney's Offices;
- Handling all *traffic* collision reconstructions;
- Handling arrests and bookings, any follow-up investigation and criminal filing for a critical traffic collision, only when it involves a traffic related crime(s) and/or when all connected reports are traffic-related;
- Presenting the facts and evidence of the traffic collision at the Chief of Police 72-*H*our Briefing; and,
- Teaching Department *collision investigation* traffic schools.