

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 17

September 23, 2021

SUBJECT: MULTI-DISCIPLINARY COLLISION INVESTIGATION TEAM
— REVISED

PURPOSE: This Order amends Department Manual Section 4/412, *Multi-Disciplinary Collision Investigation Team*, to reflect the elimination of call-out categories and defined personnel required to respond.

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.17, 2021**

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 *suspected serious injury* or fatal injury **and** involves a City-owned or a City-mileage vehicle or was influenced by City property or a City employee acting within the scope of *their* employment **and** has substantial *City* liability;

Note: *Suspected serious 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, *the* 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) 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.

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.

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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-Hour Briefing; and,
- Teaching Department collision investigation traffic schools.