

## CHIEF OF DETECTIVES

### NOTICE

1.8

January 22, 2024

**TO:** All Department Personnel

**FROM:** Chief of Detectives

**SUBJECT:** SENATE BILL 290 – DOMESTIC VIOLENCE DOCUMENTATION: VICTIM ACCESS

The purpose of this Notice is to provide awareness and direction regarding Senate Bill (SB) 290 – *Domestic Violence Documentation: Victim Access*. This Notice further communicates the amendments to Family Code (FC) Section 6228. The amendments to FC Section 6228 became effective January 1, 2024.

Currently, FC Section 6228 states law enforcement shall provide, upon request and without a fee, a copy of all crime reports to a victim, or the representative of a victim, of **domestic violence, sexual assault, stalking, human trafficking, and elder/dependent adult abuse**. The SB 290 amendments expand a victim's right to request any accompanying or related photographs of a victim's injuries, property damage, or any other photographs that are noted in the report and 9-1-1 recordings, if any.

The law stipulates the requested items must be provided to the victim no later than five business days from the date of the request. If the items are not available within five business days, the victim shall be informed of the reason why, and the items shall be made available no later than 10 business days after the request is made.

**Note:** Victims should be assisted at the Area of occurrence, and not directed to Records and Identification Division.

Fulfilling the requests will be the responsibility of the Area Major Assault Crimes (MAC) Coordinator or designee. A secondary person shall be assigned to ensure the requests are processed within the designated time frame.

The MAC Coordinator or designee, upon receipt of the request shall:

- Obtain a copy of the crime report through the Area records unit or the Integrated Crime and Arrest Records System (ICARS);
- Download copies of any photographs available through Evidence.com onto a compact disc (CD);
- Request 9-1-1 recordings from Communications Division via email, utilizing the Communications Division Projects Unit, *Request for Records*, form noting the request is in relation to a victim's request and must be processed within five days;
- Provide the copy of the crime report and CD with photographs to the victim within five business days from the date of the request; and,
- Provide a copy of 9-1-1 recordings no later than 10 business days after receiving the request.

The victim should be advised that after assigned personnel receive the request:

- A copy of the crime report and a CD containing copies of the photographs will be provided within five business days; and,
- A copy of the 9-1-1 recordings will be obtained by the Area of occurrence through Communications Division, and the victim will be contacted once the recordings are available.

**Note:** The victim shall not be directed to Communications Division, as 9-1-1 recordings can only be requested by Department personnel.

If you have any questions, please contact the Domestic Violence Coordinator, Detective Bureau, at (213) 486-7000.

APPROVED:

A handwritten signature in black ink, appearing to read 'A. Hamilton'.

ALAN S. HAMILTON, Deputy Chief  
Chief of Detectives

A handwritten signature in blue ink, appearing to read 'T. Harrelson'.

T. SCOTT HARRELSON, Deputy Chief  
Chief of Staff  
Office of the Chief of Police

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