



OFFICE OF JUVENILE JUSTICE AND
DELINQUENCY PREVENTION
AND
FOX VALLEY TECHNICAL COLLEGE



Office of Juvenile Justice and
Delinquency Prevention

PRESENT:

189469

**AMERICA WORKING TOGETHER
TO BRING OUR CHILDREN HOME**

***A STATE CLEARINGHOUSE/NON PROFIT ORGANIZATION
TRAINING WORKSHOP***

**Tampa, Florida
September 25-27, 1996**

Time	Event
------	-------

Wednesday, September 25

7:15 a.m. - 8:15 a.m. **Registration**

8:30 a.m. - 9:15 a.m. **Welcome Remarks & Announcements**

Ron Laney - Director, Missing and Exploited Children's Program,
OJJDP

Wanda Keyes Heard - Executive Assistant, U.S. Attorney's Office,
Middle District of Florida

Cal Henderson - Sheriff, Hillsborough County, Florida, Sheriff's
Department

Tim Moore - Commissioner, Florida Department of Law
Enforcement

Shay Bilchik - Administrator, OJJDP

9:15 a.m. - 9:30 a.m. **Break**



Time	Event
------	-------

Wednesday, September 25 (continued)

9:30 a.m. - 11:30 a.m.

Systems' Response to Missing Children's Cases

Facilitator: Michael Medaris - Program Manager, Missing and Exploited Children's Program, OJJDP

Law Enforcement Representative

Gary O'Connor - Sergeant, Lower Gwynedd Township Police Department

NCMEC Representative

John Rabun - Vice President and Chief Operating Officer, National Center for Missing & Exploited Children

State Clearinghouse Representative

Nancy Saitta - Deputy Attorney General, Nevada Office of the Attorney General

Federal Law Enforcement Representative

Bill Hagmaier - Unit Chief - FBI, Child Abduction Serial Killer Unit and Morgan P. Hardiman Task Force

NPO Representative

Roy Stephens - Missing Youth Foundation
President, Association of Missing and Exploited Children's Organization (AMECO)

11:30 a.m. - 12:00 p.m.

Questions/Discussion

12:00 p.m. - 1:00 p.m.

Lunch On Own



Time	Event
------	-------

Wednesday, September 25 (continued)

1:00 p.m. - 4:30 p.m.

Workshops

- ⇒ ***How To Be a Driver on the Information Superhighway***
Facilitator: Eileen Garry - Special Assistant to the Administrator,
OJJDP

This workshop is designed to answer the questions that you are too embarrassed to ask the kids. Online services, bulletin boards, and the Internet all make up that mysterious place called Cyberville. Each of these areas will be defined separately and in relation to one another. What exactly is in Cyberville? How can I access and search for information online? These and other questions will be addressed in listener-friendly lectures and demonstrations.

Peter Banks - Director of Outreach, National Center for Missing & Exploited Children

Charlotte Smith - Online Consultant, Volunteer for National Center for Missing & Exploited Children

- ⇒ ***Marketing Makes Things Happen***
Facilitator: Michael Medaris - Program Manager, Missing and
Exploited Children's Program,
OJJDP

This workshop will provide participants with strategies and tactics to enhance an organization's ability to develop and market its services. Topics will include targeting your audience, marketing to law enforcement, strengthening your clearinghouse, and fundraising techniques. Emphasis will be on developing a climate for change in the response to missing children and families and developing a corresponding action plan to implement changes.

The ABC's of Marketing

Karen Laws - Manager of Marketing and Public Relations, Fox Valley Technical College

How to Get Cozy With Your Cops

Phil Keith - Chief of Police, Knoxville, Tennessee, Police Dept.

Pumping Iron Into Your State Clearinghouse

Donna Uzzell - Special Agent in Charge, Investigative Support Bureau, Florida Department of Law Enforcement

Diane Vigars - Manager, New York State Division of Criminal Justice Services, Missing and Exploited Children Clearinghouse

Dialing for Dollars

Kathy Wade - Area Director, American Cancer Society



Time	Event
------	-------

Thursday, September 26

8:00 a.m. - 8:30 a.m. **Interagency Group Exercise**

8:30 a.m. - 12:00 p.m. **Repeat of Workshops**

12:00 p.m. - 1:00 p.m. **Lunch On Own**

1:00 p.m. - 4:30 p.m. **Compassionate Response**

Facilitator: Helen Connelly - Consultant, Fox Valley Technical College

This segment is designed to encourage a compassionate, professional response by public and private agencies to families of missing children. It will include the issues of grief, loss, psychological impact, initial response by law enforcement, victim services available, and the role of NPO's and State Clearinghouses, relative to missing children cases.

Victim's Perspective - Non-Family Predator Abduction

Don Ryce - Father of Jimmy Ryce

Dynamics of Loss

Helen Fitzgerald - Director, Grief Program, Mount Vernon Center for Community Mental Health

Law Enforcement Response

Gary O'Connor - Sergeant, Lower Gwynedd Township, Pennsylvania, Police Department

Victim's Perspective - Family Abduction

Psychological Impact on Agencies and Communities

Reunification Issues

Georgia Hilgeman - Executive Director, Vanished Children's Alliance

Effective Practices for NPO's and State Clearinghouses

Margaret Frierson - Executive Director, National Center for Missing & Exploited Children/South Carolina Branch

Resources for Families, Children and Agencies

Sue Shriner - Senior Program Specialist, Office for Victims of Crime Department of Justice



Time	Event
------	-------

Friday, September 27

8:30 a.m. - 10:30 a.m. **Group Exercises**

10:30 a.m. - 11:45 a.m. **Reports by Groups**

11:45 a.m. - 12:15 p.m. **Closing**

Ron Laney - Director, Missing and Exploited Children's Program,
OJJDP

Acknowledgements

Banner

Karen Shanberg's 6th grade class
W.J. Bryan School
Tampa, Florida

Trevor Brown
Erika Shuler
Zachery Scudder
Catalina Garcia

Color Guard

Hillsborough High School
Army JROTC Color Guard
Under the direction of Lt. Col. McGinnis
Tampa, Florida

National Anthem sung by:

Kristen Brown
8th grader
Roland Middle School
Tampa, Florida

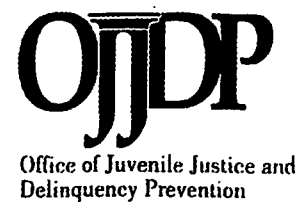


AMERICA WORKING TOGETHER TO BRING OUR CHILDREN HOME

Goal

Enhance the nation's response to missing children and their families by encouraging a cooperative and coordinated approach by public and private agencies.





**AMERICA WORKING TOGETHER
TO BRING OUR CHILDREN HOME
A State Clearinghouse/Non-Profit Organization
Training Workshop**

**Tampa, Florida
September 25-27, 1996**

**Sponsored by the Office of Juvenile Justice and Delinquency Prevention
and Fox Valley Technical College**

Evaluation Form

Please indicate your responses in the appropriate location below.

1. Did your experience at this worksession provide you with new information or insights about the system's response to missing and exploited children?

Yes _____ No _____
2. Did the worksession provide you with a better understanding of agency roles and responsibilities as they relate to missing and exploited children issues?

Yes _____ No _____
3. Did the worksession provide you with new information about technologies, strategies, or approaches that can be applied in your community for cases involving missing and exploited children?

Yes _____ No _____

If yes, please describe: _____

4. As a result of your participation in this worksession, do you have a better understanding of how agencies can more effectively work together to address and resolve missing and exploited children cases?

Yes _____

No _____

5. Now that you have attended this worksession, what changes will your agency make in the way it handles missing and exploited children cases?

6. What difficulties do you anticipate in implementing any of these changes?

7. Now that you have attended this worksession, what changes will your jurisdiction make in terms of how it handles missing and exploited children cases?

8. What difficulties do you anticipate in implementing any of these changes?

9. What was the most important thing that you learned from the worksession?

10. Please rate each individual workshop on a scale of 1 to 5 (the highest score is 5)?

Systems Response to Missing Children Cases _____
How to be a Driver on the Information Superhighway _____
Marketing Makes Things Happen _____
Interagency Group Exercise (Thursday) _____
Compassionate Response _____
Group Exercise (Friday) _____

11. What additional topics would you recommend for the worksession?

12. What improvements would you recommend for this worksession?

13. Additional comments:

14. Please complete the following by placing a check in the appropriate space:

Profession:

State Clearinghouse representative _____
Nonprofit organization representative _____
Other (please specify) _____

Number of years in this profession:

0 - 1	_____	2 - 3	_____
4 - 5	_____	5 - 10	_____
10 - 20	_____	20 +	_____

TABLE OF CONTENTS

- 1. HOW TO BE A DRIVER ON THE INFORMATION SUPERHIGHWAY**
- 2. MARKETING MAKES THINGS HAPPEN**
- 3. COMPASSIONATE RESPONSE**
- 4. GROUP EXERCISES**
- 5. PARTICIPANT LIST**
- 6. PRESENTER LIST**
PRESENTER BIOS
- 7. RESOURCES**
- 8. NOTE PAPER**



How to Be a Driver on the Information Superhighway



Goal: The purpose of this instruction is to familiarize the attendee, through lecture and demonstration with the different methods and ways we use on-line technology.

Objectives: Define and explain the terms used in on-line environments. Familiarize the attendee by demonstrating the usage of an on-line service and the Internet.

Glossary

Access

Archie

ASCII

BBS

Bit

Bookmark

Browser

BTW

BPS

Chat room

Commercial on-line service

Cyberville

Domain name

Download

Driver

E-mail

FAQ

FTP

Firewall

Flame

Forum

Freeware

Gateway

GIF

Gopher

GUI

Hacker

Homepage

Host

Hotlist

HTML

HTTP

Hypertext link

IMHO

Internet

IP

IRC

ISDN

Java

JPEG

LAN

Listserv

Newsgroup

Node

POP

PPP

RAM

Server

Spamming

Snail mail

TCP/IP

Telnet

Upload

URL

Veronica

Virus

World Wide Web

Outline

I. CompuServe

A. Settings

1. Function key settings
2. Session settings
 - a. Logon
 - b. Time out

B. Preferences

1. Conferences
 2. News
 3. Forums
 4. General
 5. Mail
 6. Ribbon
-

C. Mail

1. Address book
 - a. E-mail formats
2. Addressing mail
3. Creating a mail message
 - a. Copying text
 - b. Message options
 - c. Sending a file
4. Sending mail
 - a. Out basket
 - b. Automatically
5. Receiving mail
 - a. In-basket
 - b. Filing cabinets
 - 1) Creating cabinets

D. Accessing services

1. Exploring
2. Finding
3. Grouping

E. Forums

1. Finding forums
2. Joining a forum
3. Libraries
 - a. Searching for files
 - b. Browsing
4. Messages
 - a. Creating messages
 - b. Replying to messages
5. Conferences
 - a. Nicknames

F. Executive news service

1. Personal folders
 - a. Creating
 - b. Deleting
 - c. Clearing
2. Preferences
3. Searching

II. The Internet and the World Wide Web

A. Defined

1. History
2. Who's in charge?

B. Getting started

1. Hardware
 - a. PC or Mac?
 - b. 3.x or 95?
-

- c. Modems
 - d. Browsers
 - 1) Mosaic
 - 2) Netscape
 - 3) Explorer
 - 4) All browsers must
 - a) Access files on HTTP, Gopher, and FTP servers
 - b) Show HTML documents
 - c) Move between links
 - d) Save files
 - 2. Connections
 - a. Ethernet
 - b. ISP
 - c. OLSP
 - 3. Internet services
 - a. Mail
 - b. HTTP
 - c. Usenet news
 - d. FTP
 - e. Gopher
 - 4. URL
 - a. Internet service
 - b. Name of computer (host name)
 - 1) .org
 - 2) .gov
 - 3) .com
 - 4) .edu
 - c. Request
 - d. IP address
 - C. Searches
 - 1. Knowing where to look
 - a. Titles
 - b. Authors
 - c. Standards
 - 2. <http://webcrawler.com>
 - 3. <gopher://veronica.scs.unr.edu/>
 - 4. <http://services.bunyip.com:8000/products/archie/archie.html>
 - 5. <http://www.quiknet.com/%7Eabond/search.html>
 - 6. <http://www.primenet.com/%7Erickyj/search.html>
 - a. All known search engines
 - 7. <http://oneworld.wa.com/htmldev/devpage/search.html>
 - a. List of search engines
 - 8. <http://www.yahoo.com>
 - 9. Others
 - a. AltaVista
 - b. AOL
 - c. CompuServe
-

D. Limitless information

1. <http://ncjrs.org> et al

III. Where do we go from here?

A. Technologies shaping our future

1. The 'Net as a phone
2. Hot Java and Applets
3. Storage

S256B96

Information

CERT Coordination Center

<http://www.sei.cmu.edu/SEL/programs/cert/CERT.info.html>

SATAN Release Information

<http://www.cs.ruu.nl/cert-uu/satan.html>

Other Computer Security Servers

<http://csrc.nist.gov/otherservers.html>

Incident Response Teams

<http://ftp.auscert.org.au/information/IRT/irts.html>

Links to use of the Internet

<http://www.genie.com/fingertip/index.htm>

Publishing on the Edge

<http://sunsite.unc.edu/cmc/mag/1995/aug/schmeiser.html>

Target: Cyberspace

<http://www.playboy.com/forum/target.html>

The CSC Gazette, Online

<http://www.csc.se/gaz1.html>

Centerpiece

<http://www.sjmercury.com/netmyth.htm>

Computer Crime Prevention Law

http://www.siu.edu/dawgbyte/it_docs/general/prevent.html#top

COMPUTER SECURITY NEWSLETTER

<http://www.isecure.com/newslet.htm>

Cyber Security Council

<http://www.serve.com/GEMUN/index.html>

CyberAngels Homepage

<http://www.safesurf.com/cyberangels/>

CyberCop

<http://www.well.com/user/kfarrand/index.htm>

Internet Information

<gopher://ftp.std.com:70/11/internet>

Computer Viruses and Security

<http://galaxy.einet.net/galaxy/Engineering-and-Technology/Computer-Technology/Security/david-hull/galaxy.htm>

The WWW Security FAQ

<http://www-genome.wi.mit.edu/WWW/faqs/www-security-faq.html>

Providers

AT&T WorldNet(sm) Service: Home Page

<http://www.att.com/worldnet/wis/>

The List (Internet Service Providers)

<http://thelist.com/>

Genie Services Home Page

<http://www.genie.com/>

America Online

<http://www.aol.com/>

CompuServe Now!

<http://www.compuserve.com/index2.html>

Pipeline New York

<http://www.pipeline.com/>

The Prodigy Service Home Page

<http://www.prodigy.com/>

Welcome to Hawaii OnLine's Homepage

<http://websurfer.com/>

MCI for the Net

<http://www.mci.com/fornet/home.shtml>

ElectriCiti Home Page

<http://www.onthenet.com/>

Browsers

Welcome to Netscape

<http://www.netscape.com/>

Welcome to NetManage

<http://www.netmanage.com/>

NCSA Mosaic for Microsoft Windows Home Page

<http://www.ncsa.uiuc.edu/SDG/Software/WinMosaic/HomePage.html>

City.Net Browser Checkup

<http://www.city.net/checkup.cgi>

Tools

The History of the Net

<http://www.ocean.ic.net/ftp/doc/nethist.html>

READY REFERENCE USING THE INTERNET

<http://k12.oit.umass.edu/rref.html>

A Reporter's Internet Survival Guide

<http://www.qns.com/%7Ecasey/>

Internet Tools

<http://www.chiangmai.ac.th/InternetTools.html>

Internet Resources Meta-Index

<http://www.ncsa.uiuc.edu/SDG/Software/Mosaic/MetaIndex.html>

The Whole Internet Catalog

<http://nearnet.gnn.com/gnn/wic/newrescat.toc.html>

City.Net World Map

<http://wings.buffalo.edu/world/vt2/>

Internet Resources - Countries

<http://nearnet.gnn.com/gnn/meta/travel/res/countries.html>

The World Factbook 1994

<http://www.odci.gov/cia/publications/94fact/fb94toc/fb94toc.html>

World Wide Yellow Pages

<http://www.yellow.com/>

The Jargon File (Hacker's Dictionary) - Contents

<http://www.msue.msu.edu/jargon/>

Glossary of Internet Terms

<http://www.matisse.net/files/glossary.html>

Welcome to ISN

<http://www.internet.net/>

THE PRICEWEB

<http://www.priceweb.com/>

Other Internet Links

Interesting links

<http://www.unisol.com/links.html>

Master links - links to link pages

<http://www2.cybernex.net/%7Ecritto/links.html>

The Weird, the Wild and the Wonderful on the WWW

<http://www.links.net/www/>

LaVa LiNkS - Directory of Directories

<http://www.gate.net/~ward/index.html>

Switchboard

<http://www.switchboard.com>

Search Locations

007 Search

<http://www.quiknet.com/%7Eabond/search.html>

All Known Search Engines

<http://www.primenet.com/%7Erickyj/search.html>

RADSoft Search Page - RADSearch

<http://www2.cybernex.net/~crito/radsrch.html>

Search resources

<http://www.netg.se/Stangd/Sok/UKindex.html>

List of Search Engines

<http://oneworld.wa.com/htmldev/devpage/search.html>

All-in-One Search Page

<http://www.albany.net/allinone/>

SavvySearch

<http://guaraldi.cs.colostate.edu:2000/form>

C/NET Search page

<http://www.search.com/>

Lycos, Inc. Home Page

<http://www.lycos.com/>

WebCrawler Searching

<http://webcrawler.com/>

Yahoo

<http://www.yahoo.com/>

Crimes

International review of criminal policy - Nos. 43 and 44

<http://www.ifs.univie.ac.at/~pr2gq1/rev4344.html>

Cybercrime

<http://www.cybersquirrel.com/clc/crimes.html>

New York State Penal Law, Article 156. Offenses Involving Computers

<http://wings.buffalo.edu/student-life/public-safety/pl/>

Welcome to the World Library

<http://www.scescape.com/WorldLibrary/business/companies/computers/security.html>

News Clippings and Articles

<http://www.cdc.net/%7Ex/news.html>

Computer Crime

<http://www.cpsr.org/dox/computer.crime.html>

Cybercrime - Jones Multimedia Encyclopedia Update

<http://www.digitalcentury.com/encyclo/update/crime.html>

HIGH TECH SMUGGLING ENFORCEMENT

<http://www.gate.net/~customs/hightech.htm>

Online Scams

<http://www.ftc.gov/bcp/scams01.htm>

DigiCrime, Inc.

<http://www.digicrime.com/>

HackNetscape

<http://www.c2.org/hacknetscape/>

Safety on the Internet

Safe Surfing, Inc.

<http://www.mindspring.com/%7Esafesurf/safesurf.html>

CYBERSitter Product Information

<http://www.solidoak.com/cybersit.htm>

Keeping Kids Safe in Cyberspace

<http://www.solidoak.com/cyberspc.htm>

The Internet Filter

<http://www.xmission.com/%7Eseer/jdksoftware/netfilt.html>

Internet Lifeguard

http://www.safesurf.com/ss_aol.html

History Of A Child Safe Internet

<http://www.safesurf.com/timedown.htm>

SafeSurf Home Page

<http://www.safesurf.com/index.html>

SafeSurf News Back Issues

<http://www.safesurf.com/nletter/index.html>

Child Safety on the Information Highway

<http://www.omix.com/magid/child.safety.html>

Child Safety on the Internet

<http://www.voicenet.com/%7Ecranmer/censorship.html>

Welcome to Cyber Patrol

<http://www.cyberpatrol.com/>

Net Nanny - Home Page

<http://www.netnanny.com/netnanny/home.html>

SurfWatch Home Page

<http://www.surfwatch.com/>

Street Smart on the Web

<http://www.yahooligans.com/docs/safety/index.html>

Crime Prevention Information/Tips

Links To Child Safety & Parenting Resources

<http://www1.usa1.com/~furball/jeffsam/links.html>

Crime Fighting Salem News (Oregon/USA)

<http://ncn.chemek.cc.or.us/%7Esnews/>

Crime Prevention Initiative

<http://www.crime-prevention.org.uk/mindex.html>

Crime Prevention Through Environmental Design & CPTED Information

http://www.cadvision.com/Home_Pages/accounts/ccpc/cpted.html

Crime Prevention Tips

http://www.cadvision.com/Home_Pages/accounts/ccpc/tips.html

Crime Prevention Tips

<http://www.ibos.com/pub/networks/crimtips.html>

CrimeWise

<http://www.protect-mgmt.com/expert/crimewise/>

Keeping Your Home and Family Safe

<http://www.nettips.com/safe/safe.html>

Maryland Community Crime Prevention Institute

<http://midget.towson.edu:8001/MDCP.HTML>

Other Crime Prevention and Criminal Justice Resources on the Internet

http://www.web.apc.org/~ncpc/links/links_e.htm

OUDDS - Off-Campus LINK List

<http://www.uoknor.edu/oupd/offlink.htm>

Outsmarting Crime

<http://midget.towson.edu:8001/outsmart.html>

Personal Crime Prevention - On The Street

<http://www.he.net/~pg/toh/hpd/resource/stcrime.htm>

President's CP Council

<http://www.whitehouse.gov/WH/EOP/OVP/html/prevent.html>

Street Sense

<http://www.dfrontiers.com/stsense/>

Take Back New York Home Page

<http://www.users.interport.net/%7Ewave3/tbny.html>

The Armed Robbery Page

<http://www.ior.com/%7Ejdmoore/>

Travel Safely

http://www.initco.net/cc/showcase/iresearc/Travel_safely.html

UN CP Documents

<http://www.ifs.univie.ac.at/%7Epr2gq1/document>

McGruff

National Crime Prevention Council: CRIME DOGS Cassette

<http://www.mathetics.com/cpi/crimedog.html>

McGruff Speaks for NCSA

<http://shire.ncsa.uiuc.edu/CrimeCam/index.html>

Child ID

<http://www.ademco.com/firstalert/beta/childsaf.htm>

The Watcher (ask McGruff)

<http://bones.asic.csuohio.edu/dept/csupd/CWMJ.html#mcgruff>

Missing Children

National Center for Missing and Exploited Children

<http://www.missingkids.org/>

Welcome To SAFE-T-CHILD Online!

<http://yellodyno.safe-t-child.com/>

Rate Your Child's Safety

<http://yellodyno.safe-t-child.com/html/ratesfty/ratesfty.html>

Highlight Of The Month

<http://yellodyno.safe-t-child.com/html/highlight.html>

CHILD QUEST SAFETY TIPS - Parental Tips

http://www.childquest.org/child_quest/safety/parental_tips.html

Safety Tips from Child Quest International

http://www.childquest.org/child_quest/safety/child_tips.html

Canada's Missing Kids

<http://www.niagara.com/misskid/>

Child Search Brochure

<http://rampages.onramp.net/~child/>

CCSC: National Missing Children's Locate Center

<http://www.childcybersearch.org/nmclc/>

Statistics/Research Sites

Bureau of Justice Assistance

<http://www.ojp.usdoj.gov/BJA/>

Bureau of Justice Statistics home page

<http://www.ojp.usdoj.gov/bjs/>

Bureau of Justice Statistics Referral to Other Statistical Sources

<http://www.ojp.usdoj.gov/bjs/otherscr.htm>

National Criminal Justice Reference Service's Justice Information Center

<http://ncjrs.aspensys.com:81/1/new2/homepage.html>

Office for Victims of Crime/OVC Resource Center

<http://ncjrs.aspensys.com:81/1/new2/aboutovc.html>

Office of Justice Programs

<http://ncjrs.aspensys.com:81/1/new2/aboutojp.html>

Other Internet Sites Related To Criminal Justice

<http://broadway.vera.org/pub/ocjsites.html>

The National Institute of Justice

<http://ncjrs.aspensys.com:81/1/new2/aboutnij.html>

The Office of Juvenile Justice and Delinquency Prevention

<http://ncjrs.aspensys.com:81/1/new2/aboutojj.html>

Justice Information Center (NCJRS): Criminal Justice Topics

<http://www.ncjrs.org/topics.htm>

Government Links

Welcome to the White House

<http://www.whitehouse.gov/>

Mail to the President

http://www2.whitehouse.gov/WH/Mail/html/Mail_President.html

Mail to the Vice President

http://www2.whitehouse.gov/WH/Mail/html/Mail_Vice_President.html

Mail to the First Lady

http://www2.whitehouse.gov/WH/Mail/html/Mail_First_Lady.html

U.S. Senate gopher site

<gopher://gopher.senate.gov/>

U.S House gopher site

<gopher://gopher.house.gov/>

NASA information services

http://www.gsfc.nasa.gov/NASA_homepage.html

Library of Congress Home Page

<http://lcweb.loc.gov/homepage/lchp.html>

The Office of National Drug Control Policy

<http://www2.whitehouse.gov/WH/EOP/ondcp/html/ondcp.html>

Federal Agencies

Department of Justice Organizations

<http://www.usdoj.gov/alpha.html>

Federal Agency Links

<http://www.charweb.org/government/police/fedsite.htm>

Federal Bureau of Investigation - Home Page

<http://www.fbi.gov/homepage.htm>

The Department of the Treasury: Bureaus

<http://www.ustreas.gov/treasury/bureaus/bureaus.html>

Bureau of Alcohol, Tobacco, and Firearms

<http://www.ustreas.gov/treasury/bureaus/atf/atf.html>

U.S. Customs Service

<http://www.ustreas.gov/treasury/bureaus/customs/customs.html>

National Security Agency

<http://www.nsa.gov:8080/>

CIA

<http://www.odci.gov/cia/>

DEA

<http://www.usdoj.gov/bureaus/dea/deahome.htm>

The U.S. Postal Inspection Service's Jurisdiction

<http://www.usps.gov/websites/depart/inspect/jurisdic.htm>

United States Department of Justice Home Page

<http://www.usdoj.gov/>

United States Marshals Service

<http://www.usdoj.gov/bureaus/usm.html>



Marketing Makes Things Happen



The ABC's of Marketing



Outline

- I. Disclaimer
 - II. Defining Marketing
 - III. Beginning with ABC
 - IV. Considering the P's
 - V. The Plan
 - VI. The Promotion
 - VII. The Partnerships
-



The Plan

Objective A: The end result

Strategy #1: Action to be taken

Target Market: To whom it is directed

Tactics:

A.1.a. What specifically you are going to do

Cost: How much money and/or staff time

Evaluation: How I will measure success



Marketing Worksheet

Objective A: _____

Strategy #1: _____

Target Market: _____

Tactics:

A.1.a. _____

Cost: _____

Evaluation: _____

A.1.b. _____

Cost: _____

Evaluation: _____

Strategy #2: _____

Target Market: _____

Tactics:

A.2.a. _____



Promotion Checklist

- ☐ Determine target market
 - ☐ Placement is appropriate for target
 - ☐ Is timely
 - ☐ Is unique
 - ☐ Has simple message
 - ☐ Has clear message
 - ☐ Includes all contacts
 - ☐ Is accurate
 - ☐ Is equitable
 - ☐ Conveys appropriate image
 - ☐ Has evaluation measurement
 - ☐ Prepared for success
-



The P List

1. **Product** = what it is that you have
2. **Position** = where you are now and where you want to go
3. **Perception** = research on how others view you
4. **People** = the target; who you are trying to reach
5. **Promotion** = how you are going to reach the target market
6. **Price** = how much it is going to cost in money and time
7. **Payoff** = the measurement of success
8. **Plan** = organized way to deal with a desired result
9. **Partnerships** = key to successful marketing

**DON'T TRY HARDER,
THINK
DIFFERENTLY**



How to Get Cozy with Your Cops



Learning Objectives

- 1. Law enforcement perspective of missing children problem.**
- 2. Current method of response to missing children and their families.**
- 3. Overcoming inter agency conflicts and awareness deficiencies.**
- 4. How to develop a climate for change in response to missing children and their families.**
- 5. How to develop an action plan for implementation of strategies.**

Goal

Provide staff professionals of State clearinghouses and Non-Profit Organizations insight on how to enhance a cooperative response to missing children and their families.

Law Enforcement Services Demand

140,000,000	Calls-for-Service
58,594,800	Traffic Citations
26,000,000	Secondary Crimes
13,991,675	UCR - Serious Crimes
14,648,700	UCR - Arrest
1,920,000	Vehicle Pursuits
163,000	Family Abductions
139,100	Other Missing Youth
59,200	Throwaways
300	Stranger Abductions

Crimes of Violence

<u>Victims</u>	<u>Under 12</u>	<u>12 to 14</u>	<u>15 to 17</u>	<u>18 to 20</u>	<u>21 to 29</u>	<u>30 and older</u>
8,175,570	1.1%	9.5%	11.9%	10.1%	28.0%	37.3%

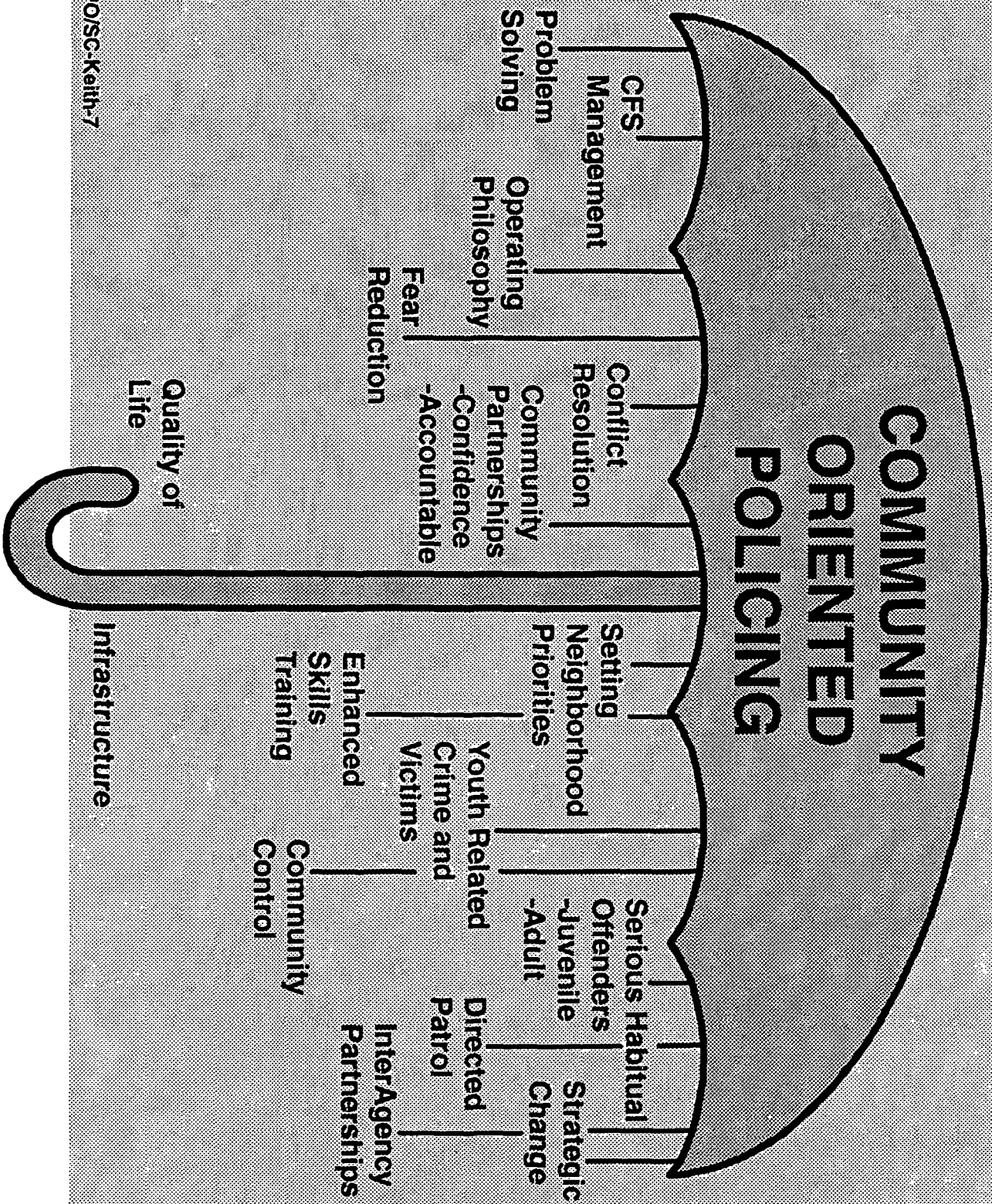
Victimization Trends

- **Juvenile victims of violent crimes increased 23% between 1987 and 1992 (Moone, 1994)**
- **Juveniles are raped, robbed, and assaulted at higher rates than adults**
- **Rate of violent crime victimization of juveniles age 12 to 17 is twice that of adults aged 25 to 34**

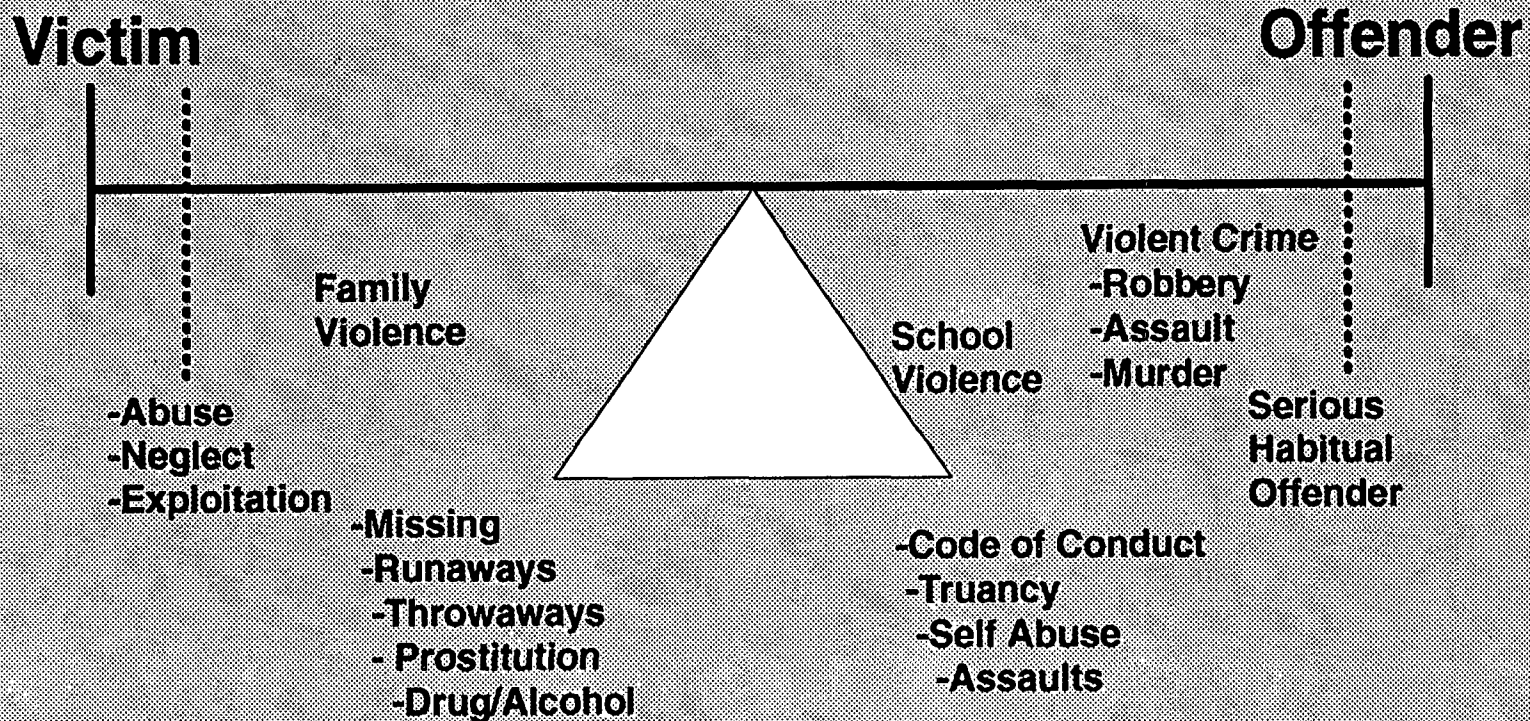
Juvenile Demographics

	Population	
	1990	2010
All Juveniles	64,185,000	73,617,000
Ages 0-4	18,874,000	20,017,000
Ages 5-9	18,064,000	19,722,000
Ages 10-14	17,191,000	20,724,000
Ages 15-17	10,056,000	13,154,000

	Increase	
	Number	Percent
All Juveniles	9,432,000	15%
Ages 0-4	1,143,000	6%
Ages 5-9	1,658,000	9%
Ages 10-14	3,533,000	21%
Ages 15-17	3,098,000	31%



Youth - Juvenile Continuum



Policy Issues (1)

- **Runaways, especially older children are viewed as a social problem best handled by parents, teachers, or social service professionals**
- **Law enforcement experiences confusion concerning what actions are authorized when a child's custody is in question**
- **Limited criminal status (especially prior to 1970's) and many do not require official police involvement**

Policy Issues (2)

- **Conflicting court documents held by parents or guardians**
- **"Numbers game" create overstatement of the problems associated with family abductions and counter shifts resulting in underestimating the scope and scale of the problem**
- **Training and development of personnel involved in reporting, response, investigation and prosecution is fragment and not systematic in justice system**

Runaway Children

Most runaways were teenage girls 58%

Most were 16 or 17 years old 68%

Most runaways initially stayed with someone they knew 66%

or

Did so at some time during the episode 94%

Many runaways return home within a day, about half (52%) were gone for 3 days or more

34% of runaways have run away at least once in the last 12 months

Some categories of "missing" children are more numerous than others.

The term "missing children" has been used for many years to describe very different kinds of events, making it difficult to estimate the magnitude of these phenomena or to formulate appropriate public responses. A 1988 national incidence study sought to measure the "missing child problem" by examining several distinct problems.

Broadly defined:

Parental/family abduction

354,100 children per year

A family member took a child or failed to return a child at the end of an agreed-upon visit in violation of a custody agreement/decreed with the child away at least overnight.

Stranger/nonfamily abduction

3,200 - 4,600 children per year

Coerced and unauthorized *taking* of a child, or *detention* or *luring* for purposes of committing another crime.

Defined as serious:

163,200 children per year

A family member took the child out of state or attempted to conceal/prevent contact with the child, or abductor intended to keep child or permanently change custodial privileges.

200 - 300 children per year

A nonfamily abduction where the abductor was a stranger and the child was gone overnight, or taken 50 miles or more, or ransomed, or killed, or the perpetrator showed intent to keep the child permanently.

Runaway

450,700 children per year

A child who left home without permission and stayed away at least overnight or who was already away and refused to return home.

133,500 children per year

A runaway who during a runaway episode was without a secure and familiar place to stay.

Throwaway

127,100 children per year

A child who was told to leave home, or whose caretaker refused to let come home when away, or whose caretaker made no effort to recover when the child ran away, or who was abandoned.

59,200 children per year

A throwaway who during some part of the episode was without a secure and familiar place to stay.

Otherwise Missing

438,200 children per year

Children missing for varying periods depending on age, disability, and whether the absence was due to injury.

139,100 children per year

An otherwise missing case where police were called.

Source: Adapted from Finkelhor, D., Hotelling, G., and Sedlack, A. (1990). *Missing, abducted, runaway and throwaway children in America. First report: Numbers and characteristics, national incidence studies.*

Decision Making and Risk Matrix

R I S K	F R E Q U E N C Y	
	H I G H	L O W
H I G H	H I G H F R E Q U E N C Y H I G H R I S K	L O W F R E Q U E N C Y H I G H R I S K
L O W	H I G H F R E Q U E N C Y L O W R I S K	L O W F R E Q U E N C Y L O W R I S K



Missing and Abducted Children:

**A Law Enforcement
Guide to
Case Investigation and
Program Management**



Initial Response Investigative Checklist

The purpose of this Investigative Checklist is to provide law enforcement officers and agencies with a generic guide for the investigation of missing child cases. Law enforcement administrators should ensure that their agencies have established effective policies and procedures for the handling of missing/abducted child investigations. Compliance with an agency's standard operating procedures, by officers conducting missing child investigations, can result in efficient operations and successful resolution of the incident.

This checklist is not intended to be followed step-by-step by officers during each missing child investigation. It is meant to provide them with a framework of actions, considerations, and activities that can assist them in performing competent, productive, and successful missing/abducted children investigations. Please consult the text of this chapter for details on the items listed.

Initial Response Investigative Checklist (con't)

Administrative

- () Intake report from parent/caller.**
- () Obtain basic facts, details, and a brief description of missing child and abductor.**
- () Dispatch officer to scene to conduct a preliminary investigation.**
- () Search juvenile/incident records for previous incidents related to missing child and prior police activity in the area including prowlers, indecent exposure, attempted abduction, etc. Inform responding officer of any pertinent information.**

Initial Response Investigative Checklist (con't)

Administrative (con't)

- () Broadcast known details, *on all police communication channels*, to other patrol units, other local law enforcement agencies, and surrounding law enforcement agencies and, if necessary, use NLETS telecommunication network to directly alert agencies in multi-state areas.**
- () Activate established *fugitive search plans* (prearranged plans among participating police agencies designed to apprehend fleeing fugitives) if necessary.**
- () Maintain records/recordings of telephone communications/messages.**

Initial Response Investigative Checklist (con't)

Administrative (con't)

- () Activate established protocols for working with the media.**

First Responder

- () Interview parent(s)/person who made initial report.**
- () Verify that the child is in fact missing.**
- () Verify child's custody status.**
- () Identify the circumstances of the disappearance.**
- () Determine when, where, and by whom missing child was last seen.**

Initial Response Investigative Checklist (con't)

First Responder (con't)

- () Interview the individuals who last had contact with the child.**
- () Identify the child's zone of safety for his or her age and developmental stage.**
- () Based on the available information, make an initial determination of the type of incident whether nonfamily abduction; family abduction; endangered runaway; or lost, injured, or otherwise missing.**
- () Obtain a *detailed* description of missing child/ abductor/vehicles/etc.**

Initial Response Investigative Checklist (con't)

First Responder (con't)

- () Relay detailed descriptive information to communications unit for broadcast updates.**
- () Request additional personnel if circumstances require.**
- () Request investigative assistance if necessary.**
- () Request supervisory assistance if necessary.**
- () Brief and bring up to date all additional responding personnel including supervisors and investigative staff.**

Initial Response Investigative Checklist (con't)

First Responder (con't)

- () Ensure that everyone at the scene is identified and interviewed separately. Make sure that their interview and identifying information is properly recorded. To aid in this process, if possible, take pictures or record video images of everyone present.**
- () Note name, address, home/business telephone numbers of each person.**
- () Determine each person's relationship to missing child.**

Initial Response Investigative Checklist (con't)

First Responder (con't)

- () Note information that each person may have about the child's disappearance.**
- () Determine when/where each person last saw the child.**
- () Ask each one, "What do you think happened to the child?"**
- () Secure the child's latest medical and dental records.**
- () Establish a telephone hotline for receipt of tips and leads.**

Initial Response Investigative Checklist (con't)

First Responder (con't)

- () Establish a leads management system to prioritize leads and ensure that each one is reviewed and followed up on.**

Investigative Officer

- () Obtain briefing from first responding officer and other on-scene personnel.**
- () Verify the accuracy of all descriptive information and other details developed during the preliminary investigation.**
- () Obtain a brief, recent history of family dynamics.**

Initial Response Investigative Checklist (con't)

Investigative Officer (con't)

- () Correct and investigate the reasons for any conflicting information offered by witnesses and other individuals submitting information.**
- () Review and evaluate all available information and evidence collected.**
- () Develop an investigational plan for follow-up.**
- () Determine what additional resources and specialized services are required.**
- () Execute investigative follow-up plan.**

Initial Response Investigative Checklist (con't)

Supervisory Responsibility

- () Obtain briefing and written reports from first responding officer, investigators, and other agency personnel at the scene.**
- () Determine if additional personnel are needed to assist in the investigation.**
- () Determine if outside help is necessary from**
 - () State Police**
 - () State Missing Children's Clearinghouse**
 - () FBI**
 - () Specialized Units**
 - () Victim Witness Services**
 - () NCMEC's Project ALERT**

Initial Response Investigative Checklist (con't)

Supervisory Responsibility (con't)

- () Ensure that all the required resources, equipment, and assistance necessary to conduct an efficient investigation have been requested and expedite their availability.**
- () Establish a command post away from the child's residence.**
- () Ensure coordination/cooperation among all police personnel involved in the investigation and search effort.**
- () Ensure that all required notifications are made.**

Initial Response Investigative Checklist (con't)

Supervisory Responsibility (con't)

- () Ensure that all agency policies and procedures are in compliance.**
- () Conduct a criminal history check on all principal suspects and participants in the investigation.**
- () Be available to make any decisions or determinations as they develop.**
- () Utilize media (including radio, television, and newspapers) to assist in the search for the missing child and maintain media realtions, per established protocols, throughout the duration of the case.**

Interagency Conflicts

- **"Turf" concerns**
- **Professional reputation and history**
- **Limit/restrictions on information sharing**
- **Response Perception**
- **Policy vs. Statute conflicts**
- **Staffing issues**
- **Case management**
- **Investigative follow-up**

Interagency Implementation Steps:

- **Coordinating Prevention and Intervention Components**
- **Securing Support for the Comprehensive Strategy**
- **Ensuring Interagency Cooperation (Policy Level Commitment)**

Interagency Implementation Steps: (con't)

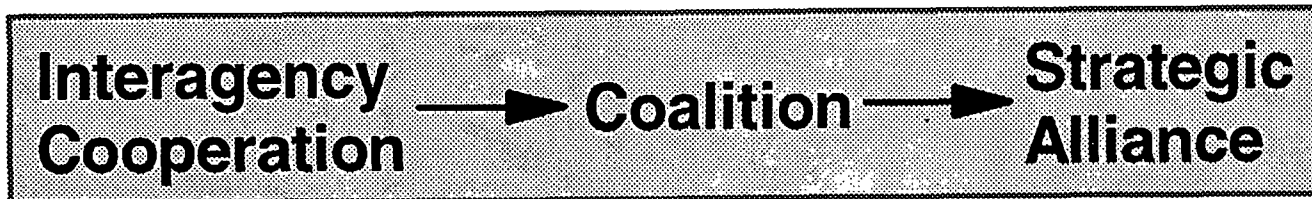
- **Staffing Issues**
- **Case Management and Follow-up**
- **Developing Information System**
- **Evaluation**

Concepts for Developing Interagency Cooperation

- **Expand and Integrate Information Systems**
- **Broadening the Base of Participation**
- **Expand and Redirect Resource Base**

Interagency Support and Coordination

- **Key Policy Level**
- **Steering Committee within each Participating Agency**
- **Focus on Scope and Scale of the Effort or Level of Organization**



Interagency Evolution

- **Interagency Cooperation and Operating Agreements**
- **Formalize Coalitions**
- **Develop Strategic Alliance (Create Reform)**

Implementation Planning Process

Where are we?	Where do we want to go?	How are we going to get there?	When will it be done?	Who is responsible?	How much will it cost?
Organizational Function	Assumption Potentials	Policies/ Procedures	Priorities/ Schedule	Organizational Delegation	Budget
Current Environment	Objectives	Strategies/ Programs	Organizational Strengths	Building Competency	Resources
Capabilities	Goals	Initiatives	Community Capacity		
Opportunities	Productivity	Impact			
Outcomes					
Strategic Issues → Strategy → Implementation Issues					

Where Are We?

- **Organizational Function**
 - **How is the community organized**
 - **Prevention**
 - **Intervention**
 - **Detention/Control**
- **Current Environment**
 - **Juvenile victims**
 - **Juvenile offenders**
 - **Firearms use by juveniles**
 - **Juvenile suicide**
 - **Homeless juveniles**

Where Are We? (con't)

- **Capabilities**
 - Assessment of organization
 - Strengths of organization
 - Ability to manage threat
 - How are beds being used for prevention, intervention and control
- **Opportunities**
 - Strength of communities
 - Capacity to change
 - Community leadership commitment
 - Long-term likelihood of sustained effort
 - Organizing strengths
 - Economic climate
 - Trend data
 - Opportunities
 - Demographic trends
 - Educational strengths
 - Media involvement

Strategic Questions Concerning the Current Environment About Juvenile Victims

- **How often are juveniles the victims of crime?**
- **Who are the offenders?**
- **How often are firearms involved with juvenile crime?**
- **How many juveniles are murdered each year?**
- **How many commit suicide?**

Strategic Questions Concerning the Current Environment About Juvenile Victims (con't)

- **What is known about missing homeless youth?**
- **How many children are abused or neglected annually?**
- **What are the child maltreatment trends?**
- **Does abuse lead to later delinquency?**

Where Do We Want To Go?

- **Assumptions/Potentials**
 - How reasonable are we?
 - What trends can we expect to face?
- **Objectives**
- **Goals**
 - What goals would take advantage of community strengths?
 - What would we see, touch, and feel in the community if we reach our goal?
- **Productivity**
 - What agencies regularly serve the target populations?
 - What resources do the agencies expend to provide or deliver the services?

How Are We Going To Get There?

- **Policies/Procedures**
 - Legal issues vs. policy issues
 - Policy maker involvement
 - Consensus to try
- **Strategies/Programs**
 - Program practicality for the community
 - Commitment to redirect resources
 - Do strategies involve all elements of the community needed to implement the strategy
 - Is the strategy clearly stated to help shape the vision of the future
- **Initiatives**
- **Impact**
 - What are the short-term wins?
 - How will we know when we get there?

When Will It Be Done?

- **Priorities/Schedule**
 - What can we learn from past successes that should be accounted for in the timetable?
 - Is the timetable based on the assessment of capabilities and strengths?
- **Organizational Strengths**
 - What are the key organizational responses for success?
 - Are we playing to our strengths?
- **Community Capacity**
 - Are strategies consistent with community strengths?
 - When does the community need to see change?

How Much Will It Cost?

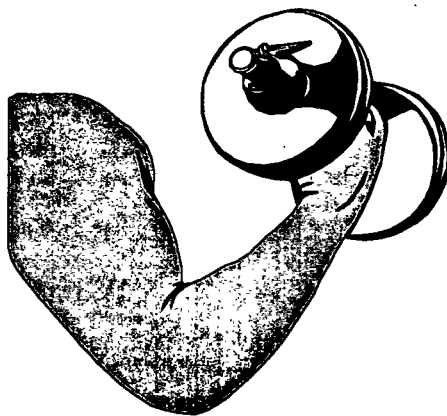
- **Budget**
- **Resources**
 - **How can resources be found at current levels of expenditures?**
 - **What resources can be redirected?**
 - **What is the cost if no change occurs?**
 - **Are there untapped community resources that can be used to implement strategies?**
 - **How will we know how much we are spending on implementing strategies?**



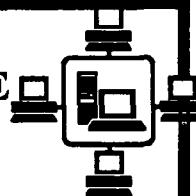
Pumping Iron into Your State Clearinghouse



**PUMPING IRON INTO YOUR
STATE CLEARINGHOUSE**

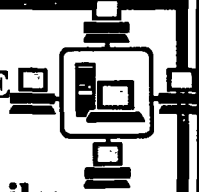


**SUGGESTED ROLES AND
RESPONSIBILITIES FOR STATE
CLEARINGHOUSES**



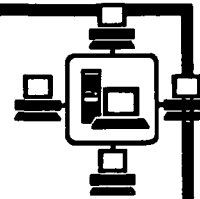
- ☐ **Central repository of information**
- ☐ **Technical and/or investigative support**

**SUGGESTED ROLES AND
RESPONSIBILITIES FOR STATE
CLEARINGHOUSES...cont.**



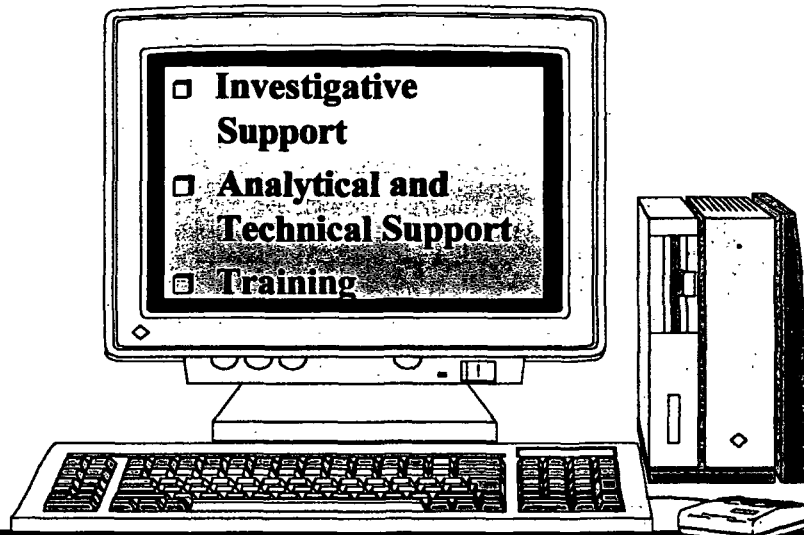
- ☐ **Resource center that collects, compiles, and disseminates information both intra and inter state**
- ☐ **Collection point for state-wide data for the purposes of developing prevention programs and determining the scope of the problem**

**SUGGESTED ROLES AND
RESPONSIBILITIES FOR STATE
CLEARINGHOUSES...cont**



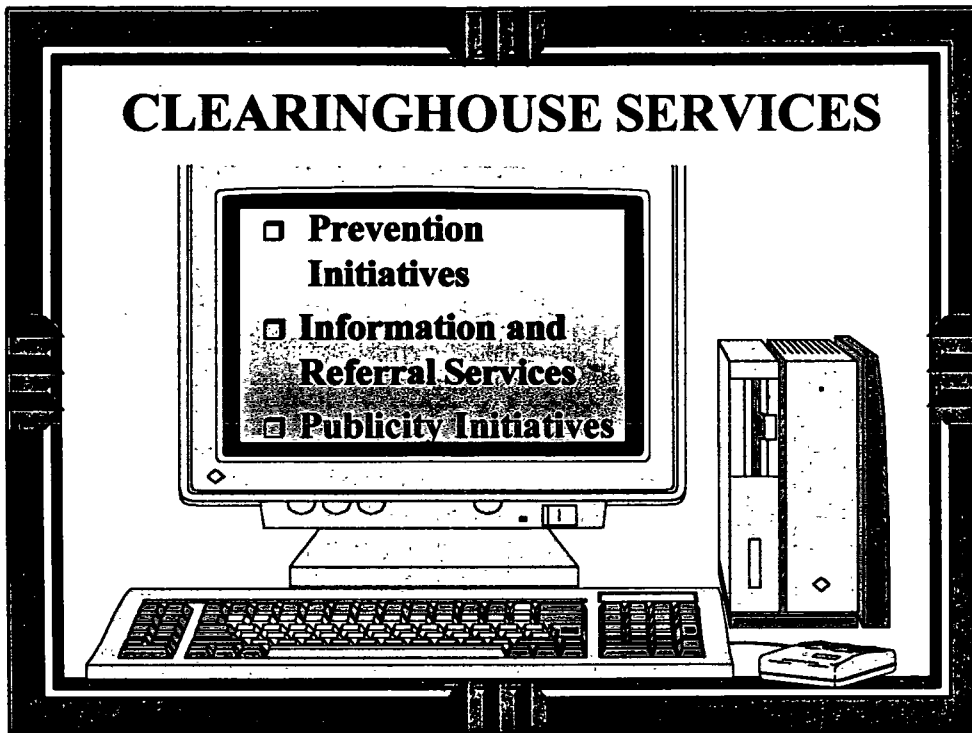
- ☐ **Liaison between private citizens and law enforcement**
- ☐ **Coordination of resources among local, state, federal and non-profit organizations**

CLEARINGHOUSE SERVICES

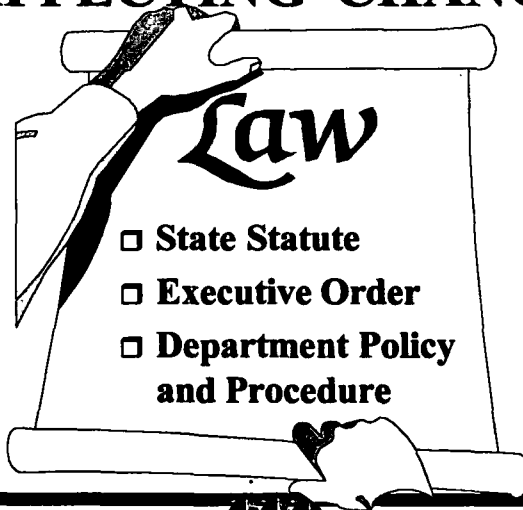


CLEARINGHOUSE SERVICES

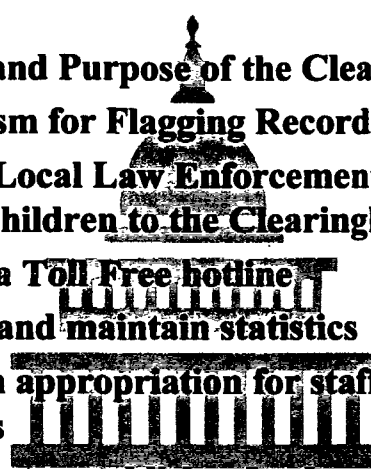
- ☐ Prevention Initiatives
- ☐ Information and Referral Services
- ☐ Publicity Initiatives



STRATEGIES FOR AFFECTING CHANGE



LEGISLATIVE CRITERIA

- 
- ☐ **Mission and Purpose of the Clearinghouse**
 - ☐ **Mechanism for Flagging Records**
 - ☐ **Require Local Law Enforcement to report missing children to the Clearinghouse**
 - ☐ **Operate a Toll Free hotline**
 - ☐ **Receive and maintain statistics**
 - ☐ **Line item appropriation for staffing and resources**
 - ☐ **Authority to establish a fund**



IDENTIFY CLIMATE FOR CHANGE...cont.

- ☐ Provide accurate statistical data regarding the extent and scope of the problem

NOTE: Don't short-change yourself
keep current on trends and
issues

IDENTIFY CLIMATE FOR CHANGE...cont.



- ☐ **Identify potential financial and political liabilities**
- ☐ **Emphasize standards and training needs**



IDENTIFY CLIMATE FOR CHANGE...cont.

- ☐ **Develop internal and external mechanisms to highlight the services you provide, to tell your story and to stay in the limelight**

SERVICE

IDENTIFY CLIMATE FOR CHANGE...cont.

- ☐ **Educating and utilizing your customers and advocates so they can become a spokesperson for your cause**



IDENTIFY CLIMATE FOR CHANGE...cont.

Award

- ☐ Recognize individual successes and contributions of others to the issue



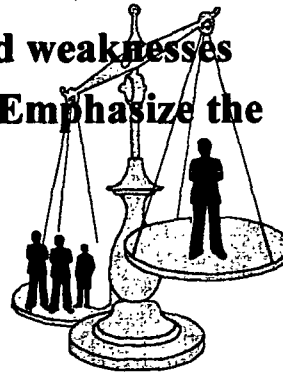
IDENTIFY CLIMATE FOR CHANGE...cont.

- ☐ Flexibility - Stretching the use of
existing resources**



DEVELOPING AN ACTION PLAN AND MAKING IT WORK FOR YOU

- ☐ **Identify your strengths and weaknesses**
- ☐ **Maximize your strengths (Emphasize the things you do well)**



**DEVELOPING AN ACTION
PLAN AND MAKING IT
WORK FOR YOU...cont**

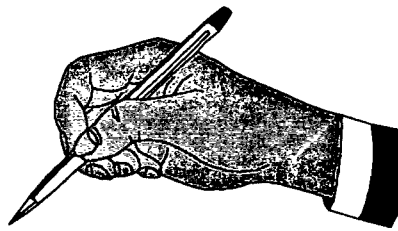


□ Analyze your weaknesses and Categorize:

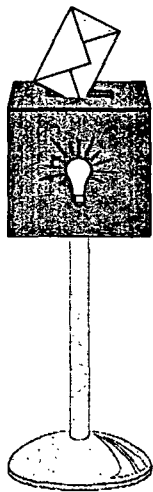
- Those that can be easily addressed
Those that are priority issues and demand
- your attention
Those that require long term planning
and/or are systemic

**DEVELOPING AN ACTION PLAN AND
MAKING IT WORK FOR YOU...cont.**

- ☐ Put your plan in writing and develop timelines**

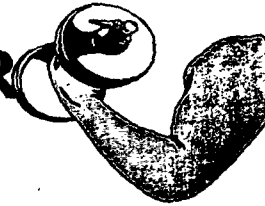


PRACTICAL SUGGESTIONS

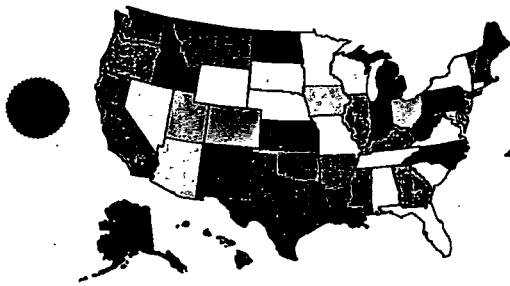


- ☐ Know who ultimately can affect the desired change - target the right people
- ☐ Advertise your plan - make people publicly commit
- ☐ Gather support - Keep the fire lit
- ☐ Use a committee approach
- ☐ Don't reinvent the wheel - "borrow" ideas

REMEMBER

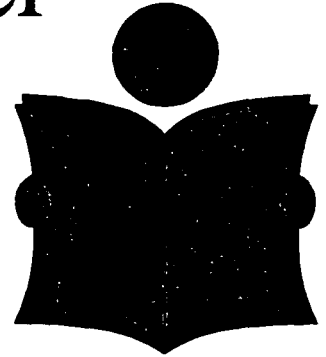


- ☐ NO PAIN, NO GAIN
- ☐ Develop your muscle in incremental steps
- ☐ Maintain a healthy focus
- ☐ Strength is relative



Services A State Clearinghouse Could Offer

PUBLICITY INITIATIVES



- * Fliers
- * Public Service Announcements
- * Widespread fax distribution to law enforcement and community
- * Internet homepage and e-mail system
- * Programs that enlist the support of local government and business, i.e. postal workers, meter readers, delivery drivers, etc.

ANALYTICAL & TECHNICAL SUPPORT



- * Operation of a Toll Free Hotline
- * Receive, Analyze, Process Leads
- * Maintain Intelligence Database
- * Intelligence sharing
- * Access to Sexual Predator Database
- * Access to specialized database searches
- * Screening of Volunteers
- * Intelligence
- * Flagging of birth and school records



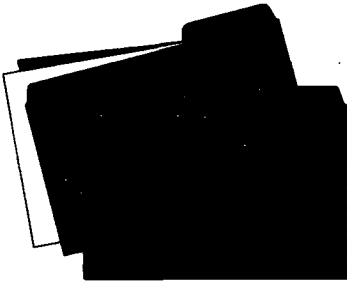
● ANALYTICAL & TECHNICAL SUPPORT ...continued

- * Access to INTERPOL
- * Contact for Hague Convention
- * Access to FINCEN (Financial Crime Enforcement Network)
- * Checks such as credit bureau, employment records, etc.
- * Access to Investigative Resource Database
- * Access to State Child Abuse Registry
- * Access to Federal Resources & Databases, i.e. Federal Parent Locator Service
- * Reward Money
- * Case Management
- * Coding & entry of dental & medical records for law enforcement
- * Identification of unknown deceased
- * Driver's License photos

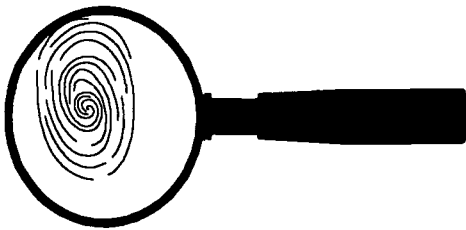




INFORMATION & REFERRAL SERVICES

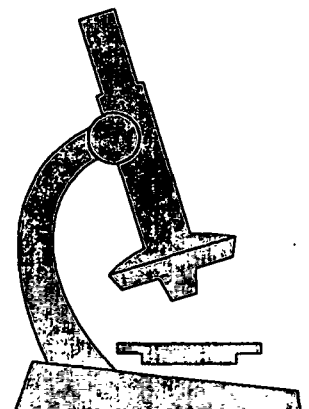


- * Liaison with NCMEC
- * Liaison with non-profit organizations in-state
- * Provide referral services for Interstate Compact Liaison (American Airlines, Greyhound, etc.)
- * Provide referral for victim services
- * Produce & maintain resource guide for referral services
- * Collection & distribution of statistical data



INVESTIGATIVE RESOURCES

- * Criminal Profiling Services
- * Expedited Laboratory Services
- * Mobile Command Post
- * Polygraph Services
- * Forensic Artists
- * Search & Rescue Manpower
- * Search & Rescue Resources, such as Helicopters, Tracking Dogs, etc.
- * Investigators







- * Displays for conferences, malls, etc.
- * Speaking to Civic Groups
- * In-Service training and orientation
- * Training for law enforcement, educators, and communities
- * Briefings for legislative and other governmental staff

PREVENTION & INTERVENTION INITIATIVES



- * Printing & distribution of brochures
- * Access to prevention curriculum
- * Monitoring & recommending legislation
- * Development of public/private partnerships
- * Establishment of and Liaison to an Advisory Board



Making Yourself Visible



MCIC Staff Enjoy A Day With U.S. Attorney General Janet Reno



Members from DCI's Missing Children Information Clearinghouse recently traveled to Arlington, Virginia to tour the National Center for Missing and Exploited Children. SAC Donna Uzzell and Crime Intelligence Analysts Gwen Johnson, Shane Berry, and Heather Keegan spent two days at the Center, exchanging information, ideas, and resources involving missing children issues. As the liaison with the National Center and Florida law enforcement agencies, MCIC hopes to bring new developments to this very critical issue. Specifically, the visit allowed the MCIC staff to meet with experts in the fields of parental and international abductions, case management and analysis, legal issues, and computer age imaging.

On the second day of the visit, MCIC was honored to attend the National Missing Children's Day Ceremony in the Hall of Justice, Washington DC. Attorney General Janet Reno and John Walsh of "America's Most Wanted" television program were on hand to make presentations during a very touching ceremony.





Florida Department of
Law Enforcement

Division of Criminal Investigation

P.O. Box 1489
Tallahassee, Florida 32302
(904) 487-2901

James T. "Tim" Moore
Commissioner

March 1, 1996

Betty Investigator
Lee County Sheriff's Office
2121 W. First St.
Ft. Myers, FL
33901

Dear Ms. Investigator:

The staff members of the Missing Children's Information Clearinghouse would like to take a moment to congratulate you on the location of _____. Much of the work that you do everyday goes unnoticed, but its importance is immeasurable. Your dedication and commitment to finding missing children is greatly appreciated!

Sincerely,

The Missing Children's Information Clearinghouse

Donna M Uzzell, Special Agent in Charge
Linda Mc Donald, SMA I
Gwen Johnson, CIA II
Shane P. Berry, CIA I
Heather Keegan, CIA I

/spb





STATE OF NEW YORK
DIVISION OF CRIMINAL JUSTICE SERVICES
EXECUTIVE PARK TOWER
STUYVESANT PLAZA
ALBANY, NEW YORK 12203

RICHARD H. GIRGENTI
DIRECTOR OF CRIMINAL JUSTICE
AND
COMMISSIONER
DIVISION OF CRIMINAL JUSTICE SERVICES

January 31, 1995

Sheriff Charles J. White
Franklin County Sheriff's Department
P.O. Box 718
Mt. Vernon, Texas

Dear Sheriff White:

The staff of the New York State Division of Criminal Justice Services Missing and Exploited Children Clearinghouse wish to extend our deep appreciation for the extraordinary assistance Lieutenant Ricky Jones provided to this office in the recovery of Mary Arlene Phillips, a missing child from New York.

The trauma surrounding the recovery of Mary Phillips was diminished as a result of Lieutenant Jones' intervention and assistance. Without his exceptional efforts, the situation would have been much more difficult to resolve. You can take pride in the professional competence of your staff and if this office can ever provide any assistance to your department, please do not hesitate to contact us.

Sincerely,

A handwritten signature in cursive script that reads "Diane E. Vigars".

Diane E. Vigars
Supervisor,
NYS Missing & Exploited
Children Clearinghouse





STATE OF NEW YORK
DIVISION OF CRIMINAL JUSTICE SERVICES

EXECUTIVE PARK TOWER
STUYVESANT PLAZA
ALBANY, NEW YORK 12203

JOHN J. POKLEMBIA
DIRECTOR OF CRIMINAL JUSTICE
AND
COMMISSIONER

Ms. Cindy Lagge
California State Department of Justice
Missing/Unidentified Persons
P.O. Box 903417
Sacramento, California 94203-4170

October 18, 1989

Dear Cindy:

The staff of the New York State Division of Criminal Justice Services Missing and Exploited Children Clearinghouse wishes to extend thanks to you for providing assistance with the recovery of three year old Jonathan Trzaskos, a missing child from New York.

Without your initial call to our office, with information as to the location of the boy and his non-custodial father, there is no doubt that we would still be searching for the child. Additionally, as if that weren't enough, your call to the San Diego Police Department, requesting assistance on our behalf, resulted in Officer Roma Licari-Cota being assigned to the case. The officer's cooperation and assistance greatly facilitated the recovery of Jonathan. As an aside, a letter of appreciation has also been sent to Officer Licari-Cota and her Commanding Officer.

We sincerely appreciate your efforts. Please don't hesitate to call, if we can ever be of assistance to you in a similar situation.

Sincerely,
(Diane Vigars)
Diane Vigars
Supervisor
Missing and Exploited
Children Clearinghouse
(James W. Stanco)
James W. Stanco
Manager

DV/kc
cc: Ivan Acevedo,
Project Coordinator



11

October 17, 1989

Sergeant Molinoski
San Diego Police Department
1401 Broadway
San Diego, California 92101

Dear Sgt. Molinoski:

The staff of the New York State Division of Criminal Justice Services Missing And Exploited Children Clearinghouse wish to thank you for the excellent assistance your office has provided in the case of a missing three (3) year old, Jonathan Trzaskos.

We would especially like to commend the cooperation and dedication of officer Roma Licari-Cota. Through officer Licari-Cota's efforts the child was recovered and eventually returned to the custodial mother.

We sincerely appreciate the fine work done by officer Licari-Cota. You can take pride in your staff, their work, and the positive results they strive to produce.

Thanks for being there for us!

Sincerely,

Diane Vigars
Supervisor
Missing & Exploited
Children Clearinghouse

DV/kc
cc:Officer Licari-Cota



Developing an Action Plan



Jimmy Ryce Child Safety Action Plan

Issue #	ISSUE	Issue Sub#	IMPLEMENTATION PLAN	Time Frame	Assigned To	STATUS
1.	Develop a fully staffed and equipped law enforcement response team. (ALERT)	1.1	Develop agency procedure for Missing Child: ALERT (Analytical and Law Enforcement Response Team).	1.1 February	DCI/Donna	C
		1.2	Establish a leads tracking system, load on lap tops and at MCIC.	1.2 March	DCI/Gwen	C
		1.3	Purchase software to enhance investigative and analytical functions	1.3 March	DCI/Bonnie	C
		1.4	Prepare budget request for equipment.	1.4 February	DCI/Bonnie	C
		1.5	Develop brochure for local agency awareness of available services.	1.5 April	DCI/Linda and Letha	C
		1.6	Regionally train FDLE and local law enforcement on ALERT and MCIC	1.6 June - August	DCI/Linda and Academy	C
		1.7	Develop and implement Duty Officer training program and develop a log for MCIC calls taken at the Duty Desk.	1.7 April 10	DCI/Shane	C
		1.8	Contact DOC for availability of tracking dogs.	1.8 March/April	DCI/LLEA Shane & Ken Morris	C
		1.9	Update mutual aid database to include tracking dogs.	1.9 May	DCI/LLEA	C
		1.10	Specify FCIC terminal to receive entries and cancellations after hours and on holidays and weekends and specify procedures for notification of MCIC personnel.	1.10 February	CJIS/Donna H.	C
		1.11	Identify specific CJIS contact point for MCIC/sexual predator issues	1.11	CJIS/Donna H.	C
		1.12	Insure program is included in all in-service training, quarterly regional meetings.	1.12 On-going	DCI/Academy David Hauser	
2.	Per executive order, require all state agencies to post photos of missing children.	2.1		2.1 February	DCI/Donna	C
		2.2	Develop mailing list and procedures for sending to state agencies.	2.2 March 27	DCI/Linda	C



3. Per executive order, FDLE to provide DJJ names of runaways in FCIC 30+ days.	2.3	Develop specific procedures for Dept. of Transportation, rest areas, toll booths and trucks	2.3 February	DCI/Linda	C
	3.1	Begin discussions with DJJ and designated providers regarding information needs and formats	3.1 February	Jim Sewell	C
	3.2	Develop automated capability for exchange of information	3.2 May	Donna Hodges	C
	3.3	Coordinate with Interstate Compact liaison for detaining juvenile runaways from other states in Florida and dealing with Florida runaways in other states.	3.3 April	DCI/Gwen	C
	3.4	DJJ to require local contract providers to verify a missing child is entered and to contact originating agency. If assistance is needed to contact MCIC, coordinate through CJIS Help Desk	3.4 April	CJIS/Jim Sewell Donna Hodges	C
4. Create MCIC Advisory Board	4.1	Appoint Board members	4.1 April	Commissioner Moore	C
	4.2	Set first meeting date	4.2 July	DCI/Donna	C
	4.3	Board to elect Chair and establish mission and goals	4.3 July	Board	
5. Provide funding to enhance MCIC staffing and resources.	5.1	Prepare supplemental LBR	5.1 February	Bonnie/Gaines	C
	5.2	Transfer CJIS position and hire SMA I for MCIC	5.2 April	Jim/Donna	C
	5.3	Upgrade clerk specialist position and hire CIA I	5.3 February	Donna	C
	5.4	Upgrade computer equipment for MCIC	5.4 March	Donna/Ridgeway	C
	5.5	Develop a case tracking system for MCIC	5.5 March	Donna/Ridgeway	C
	5.6	Upgrade MCIC database capabilities	5.6 March	Donna/Ridgeway	C
	5.7	Develop home page for FDLE on Internet	5.7 April	Donna/Ridgeway	C
	5.8	Develop categories for FCIC to better track missing children statistics	5.8 April	CJIS/MCIC	C
	5.9	Explore possibilities to download FCIC hot file to MCIC database	5.9 April	CJIS/IRM	C
	5.10	Create burst fax capability in MCIC	5.10 March	DCI	C
	5.11	Establish leads tracking for MCIC	5.11 March	DCI	C
	5.12	Explore ways to electronically access other state agencies	5.12 March	Ridgeway	
	5.13	Create hot link access to other missing children clearinghouses and private organizations	5.13 April	Ridgeway	
	5.14	Integrate current MCIC needs and information into FCIC II	5.14 On-going	CJIS/IRM	
	5.15	Explore ways to access BOLOs issued across the state on abductions, attempted abductions or suspicious incidents involving children.	5.15 April	CJIS/Ridgeway/ DCI	C



6. Require entry into Sexual Predator Database all offenders convicted of enumerated sex offenses against children regardless of date of offense or conviction.	6.1 Prepare legislation entitled "Jimmy Ryce Act"	6.1 February	Mike Ramage, Jim Sewell and Donna	C
7. Create FCIC "hot file" for timely ID of sexual offenders.	7.1 Develop automated method to transfer information from CCH to "hot files".	7.1 June	Donna Hodges	C
8. Per executive order: a) All state agencies share information regarding missing children; b) FDLE and Office of Governor General Counsel to identify and remove statutory barriers inhibiting access to this information.	8.1 Contact state agencies	8.1 February	MCIC	C
	8.2 FDLE and Governor's General Counsel review statutes	8.2 February	Mike Ramage	C
9. Require local school districts to flag school records of children reported missing to MCIC.	9.1 Include in legislation.	9.1 February	Mike Ramage	C
	9.2 Work with local school districts to develop process within MCIC to automatically notify school	9.2		
	9.3 Explore the possibility of FCIC adding category in hot file for last school attended to include name of school and county	9.3	CJIS/Jim Sewell	
10. Urge local schools to notify parents when elementary-age school children are not in school and have not been reported absent.	10.1 In cooperation with DOE, draft letter from Commissioner Brogan to school superintendents, school board chairman, Florida Association of School Administration and Florida School Board Association.	10.1 February	Jim/Donna/Daryl	Transfer to DOE
11. Urge schools to maintain recent photographs of all students.	11.1 Include in above letter	11.1 February	Jim/Donna/Daryl	Transfer to DOE



12. Intensify prevention and education programs through educational institutions, law enforcement agencies, and private partnerships.

12.1	Coordinate with DOE in identifying prevention programs for use in local schools/develop resource directory	12.1 April	Linda	
12.2	SRO Training Coordinator in Attorney General Office to be provided with list of available programs.	12.2 April	Linda	C
12.3	Utilize MCIC Board as framework for expanding informational/educational partnerships.	12.3 On-going	Linda	
12.4	Explore on-line connection with Florida Information Resource Network (FIRN) at DOE for computer link with education information statewide.	12.4 March	Linda	C

Note: Highlighted entries show updates since 3/27/96.



Strategies to Effect Change



State of Florida

OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NUMBER 96-025

WHEREAS, of all Florida's natural resources, children are its most precious; and

WHEREAS, the number of missing children reported to Florida law enforcement agencies increased by over 37 percent from 1990 through 1994; and

WHEREAS, last year, over 55,000 children were reported missing to Florida law enforcement; and

WHEREAS, a small number of Florida's missing children are reported missing under circumstances in which criminal predatory behavior and abduction is suspected; and

WHEREAS, especially in circumstances where criminal predatory behavior or other clear endangerment is indicated, the prompt and widespread sharing of information concerning the missing or abducted child is critical; and

WHEREAS, children missing for over 30 days are at-risk for victimization by the criminal element; and

WHEREAS, barriers to effective information sharing during the investigation of abducted or missing children are often the result of



difficulties in interpersonal communication between agency representatives, and not legislative intent or statutory impediments.

NOW, THEREFORE, I, LAWTON CHILES, Governor of the State of Florida, and pursuant to the Constitution and laws of the State of Florida, do hereby promulgate the following Executive Order effective immediately:

Section 1.

All state agencies shall, upon the request of the Missing Children Information Clearinghouse within the Florida Department of Law Enforcement, immediately post, in a conspicuous public area, photographs of specific missing children in all locations under their control and which include, but are not limited to:

- State-operated highways, including rest stops, visitor information centers, toll booth plaza facilities, and toll booth plaza ticket windows;
- State owned and operated facilities;
- Trucks and vehicles owned by state agencies which travel along major highways;
- Inserts in direct mailouts sent by state agencies.

The Department of Management Services is directed to help coordinate compliance with these provisions by branches of all state offices throughout Florida.



Section 2.

The Department of Juvenile Justice shall, in coordination and cooperation with the Florida Department of Law Enforcement, provide its contracted service providers with the names of runaways who have been entered into the Florida Crime Information Center and who have remained in that system for more than 30 days.

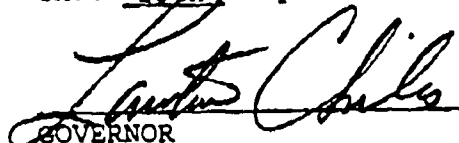
Section 3.

A. All state agencies shall affirmatively act to cooperate and expeditiously share information relating to missing children to the broadest extent allowed by law.

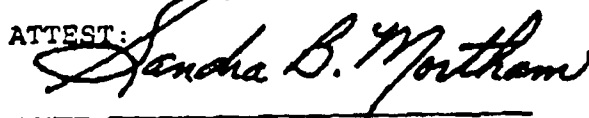
B. The General Counsel of the Executive Office of the Governor shall, in cooperation with the Florida Department of Law Enforcement, identify any statutory barriers which might inhibit effective and timely communication and information sharing. Proposals designed to remove identified barriers, if any, should be prepared and submitted for consideration by the 1996 Florida Legislature.



IN TESTIMONY WHEREOF, I have hereunto set my hand and have caused the Great Seal of the State of Florida to be affixed at Tallahassee, the Capitol, this 25th day of January, 1996.


GOVERNOR

ATTEST:



SECRETARY OF STATE



1 Section 1. The state finance law is amended by adding a new section
2 92-w to read as follows:

3 § 92-w. Missing and exploited children clearinghouse fund. 1. A spe-
4 cial fund to be known as the "missing and exploited children clear-
5 inghouse fund" is hereby established in the custody of the state comp-
6 troller and the commissioner of taxation and finance.

7 2. The fund shall consist of all monies appropriated for its purpose,
8 all monies transferred to such fund pursuant to law, all monies required
9 by any provision of law to be paid into or credited to the fund, and any
10 interest earnings which may accrue from the investment of monies in the
11 fund. Nothing contained herein shall prevent the state from receiving
12 grants, gifts or bequests for the purposes of the fund as defined in
13 this section and depositing them into the fund according to law.

14 3. Monies of the fund, when allocated, shall be available to the divi-
15 sion of criminal justice services for the enhancement of public informa-
16 tion and prevention education efforts including production of print,
17 video and radio advertising materials, brochures, pamphlets and outdoor
18 advertising, or for any other activity or purpose that will aid in the
19 prevention of the exploitation of children or in the recovery of missing
20 and exploited children, as deemed necessary by the missing and exploited
21 children clearinghouse created pursuant to section eight hundred thirty-
22 seven-f of the executive law.

23 4. Monies shall be payable from the fund on the audit and warrant of
24 the comptroller on vouchers approved and certified by the director of
25 the division of criminal justice services.

26 § 2. This act shall take effect immediately.



Potential Candidates for a Missing Children Advisory Board

Position

Director of Criminal Justice Information Systems
Sheriff
Chief of Police
Juvenile Investigator
Representative from State Attorney's Office
Social Services Agency
Department of Juvenile Justice
Runaway Shelters or other Non-Profit Organization
Attorney General's Office
Department of Education
Parents/Victims
School Principal
Department of Highway Safety and Motor Vehicles
Business Community Leaders - WalMart, Advertising, Florida Chamber of Commerce
Governor's Office
Legislator
Public Relations Firm/News Consultant



KEEPING STATS





NEW YORK STATE MISSING CHILDREN REGISTER

MONTHLY ACTIVITY DURING 1996

	Year to Date TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATE TOTAL													
Cases Reported	15,589	2,110	1,925	2,205	2,156	2,513	2,464	2,216					
Cases Closed	16,608	2,151	1,909	2,112	2,005	2,529	3,256	2,646					
End-of-Month Cases Active	—	7,517	7,533	7,626	7,777	7,761	6,969	6,539					
NEW YORK CITY													
Cases Reported	3,746	512	421	580	517	637	618	461					
Cases Closed	4,982	634	431	521	402	612	1,447	935					
End-of-Month Cases Active	—	6,448	6,438	6,497	6,612	6,604	5,775	5,301					
SUBURBAN NEW YORK CITY													
Cases Reported	3,694	535	486	484	529	524	557	579					
Cases Closed	3,601	511	465	458	511	559	528	569					
End-of-Month Cases Active	—	381	402	428	446	411	440	450					
UPSTATE													
Cases Reported	8,145	1,063	1,018	1,141	1,109	1,351	1,288	1,175					
Cases Closed	7,984	1,004	1,010	1,133	1,092	1,325	1,280	1,140					
End-of-Month Cases Active	—	673	681	689	706	732	740	775					

Source: Wanted/Missing Persons system. Note: The State total includes reports from non-New York State agencies not included in the regional summaries.



NEW YORK STATE MISSING CHILDREN REGISTER

ACTIVITY DURING JANUARY - JUNE 1996

CASES REPORTED

		AGE WHEN REPORTED				GENDER		RACE	
	TOTAL	< 1 - 5	6 - 12	13 - 15	16 - 17	Male	Female	White	Non-White
TOTAL	13,373	143	1,246	8,673	3,311	5,345	8,028	7,608	5,765
Runaway	12,252	7	1,056	8,091	3,098	4,901	7,351	6,972	5,280
Familial Abduction	131	87	37	6	1	60	71	77	54
Acquaintance Abduction	10	3	2	2	3	5	5	6	4
Stranger Abduction	0	0	0	0	0	0	0	0	0
Lost	93	1	32	38	22	46	47	71	22
Unknown	887	45	119	536	187	333	554	482	405

CASES CLOSED

		AGE WHEN FOUND					GENDER		RACE	
	TOTAL	< 1 - 5	6 - 12	13 - 15	16 - 17	> 17	Male	Female	White	Non-White
TOTAL	13,962	146	1,156	8,462	3,890	308	5,511	8,451	7,824	6,138
Voluntary Return	7,708	45	584	4,512	2,314	253	2,941	4,767	4,115	3,593
Recovered by Law Enforcement	2,842	49	291	1,835	642	25	1,085	1,757	1,821	1,021
Recovered/Victimimized	212	10	24	142	36	0	98	114	147	65
Arrested	558	0	27	391	138	2	273	285	365	193
Arrested/Victimimized	48	0	0	38	10	0	29	19	33	15
Deceased	7	0	1	2	4	0	3	4	5	2
Unknown	2,587	42	229	1,542	746	28	1,082	1,505	1,338	1,249

CASES ACTIVE ON JUNE 30, 1996*

		AGE ON 6/30/96					GENDER		RACE	
	TOTAL	< 1 - 5	6 - 12	13 - 15	16 - 17	> 17	Male	Female	White	Non-White
TOTAL	6,969	90	363	2,119	2,319	2,078	2,097	4,872	2,965	4,004
Runaway	6,532	0	231	2,030	2,273	1,998	1,882	4,650	2,721	3,811
Familial Abduction	226	84	99	23	11	9	119	107	136	90
Acquaintance Abduction	6	2	4	0	0	0	5	1	3	3
Stranger Abduction	5	0	3	2	0	0	1	4	3	2
Lost	3	0	0	2	1	0	2	1	1	2
Unknown	197	4	26	62	34	71	88	109	101	96

* Due to large backlogs in sending case cancellation notices to the Register from New York City, the profile of active cases should not be interpreted as an accurate measure of the number of missing children cases still open.



REPORTED MISSING CHILDREN IN NEW YORK STATE

Summary of 1995 Activity on the Missing Children Register





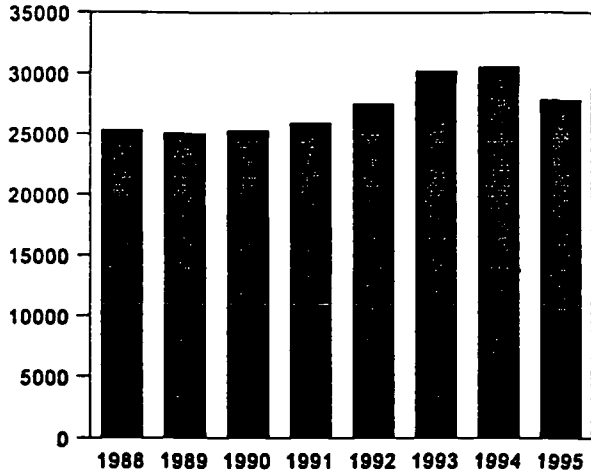
HIGHLIGHTS

- ▶ During 1995, the Missing Children Register received 27,830 reports of children missing from New York State, a decrease of nine percent over 1994. A smaller number of cases were cancelled (26,419) than were reported during the year, resulting in a 23 percent increase in the number of active cases at the end of 1995 than the previous year.¹
- ▶ Reporting volume fluctuated by month during the year showing no clear pattern to missing children reports, other than a general decline during the summer months. May had the highest number of cases reported (2,791) while December had the fewest number of cases (1,641).
- ▶ Reports of missing children were concentrated in New York's largest urban areas. Suffolk County reported the highest volume of cases (2,836) followed by Westchester, Monroe, Erie and Onondaga counties (New York City counties do not report separately to the Register.) Hamilton County was the only one to not report any cases of missing children during the year. Overall, 14 counties each had fewer than 50 reported cases.
- ▶ Controlling for the under age 18 population by county, the Capital District counties of Schenectady and Albany had the highest rates of case reporting in the State (18.9 and 16.4 per 1,000 children, respectively). These counties were found to have unusually large numbers of repeat cases involving children who ran away from group homes or other facilities, and well established procedures for the timely reporting of these children as missing. The statewide rate of reporting was 6.2 missing children cases per 1,000 children in 1995.
- ▶ The overwhelming majority of missing children cases involved suspected runaways (92%). Abduction cases accounted for only one percent of the total reports, and abductions committed by family members comprised the most frequent form of abduction. There were four reports of children abducted by strangers during 1995. (Note: The number of stranger abductions reported to the Register is deceptive. Typically, cases are not categorized as stranger abductions unless someone actually saw the child being abducted. Cases initially categorized as "circumstances unknown" have later been found to have involved stranger abductions. These records, however, are not always updated on the Register).
- ▶ Ninety percent of the children reported missing were age 13 or older, 59 percent were female, and 60 percent were white. The single largest group of cases involved white females 13 years and older (25% of total cases reported).
- ▶ About half of the 26,419 cases closed during 1995 were resolved by the child voluntarily returning home. Law enforcement efforts were involved in the return of 29 percent of the cases, and 14 children who had been reported missing were found deceased.

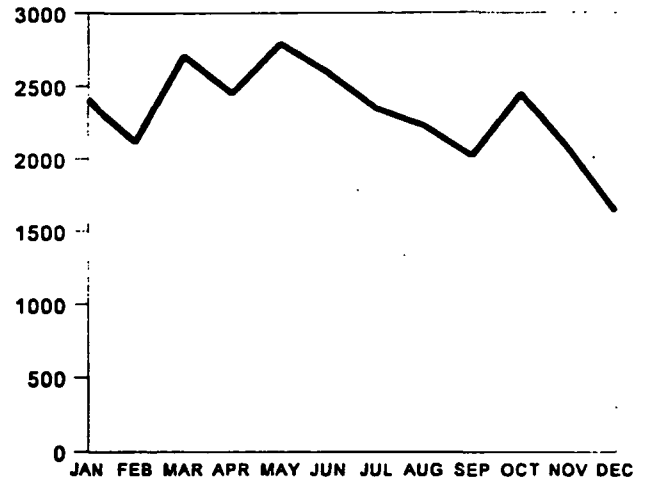
¹ Cases are considered "active" until the reporting agency transmits a case cancellation notice to the Register. The New York City Missing Persons Unit has been experiencing large backlogs in sending cancellation notices due to staff shortages. Because of these reporting delays, the increase in active cases is artificially inflated and should not be interpreted as an accurate measure of the number of missing children cases still open.

NEW YORK STATE 1995 MISSING CHILDREN REGISTER ACTIVITY

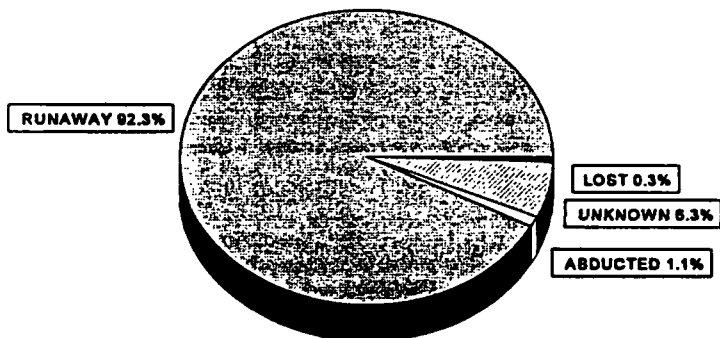
ANNUAL REPORTING VOLUME



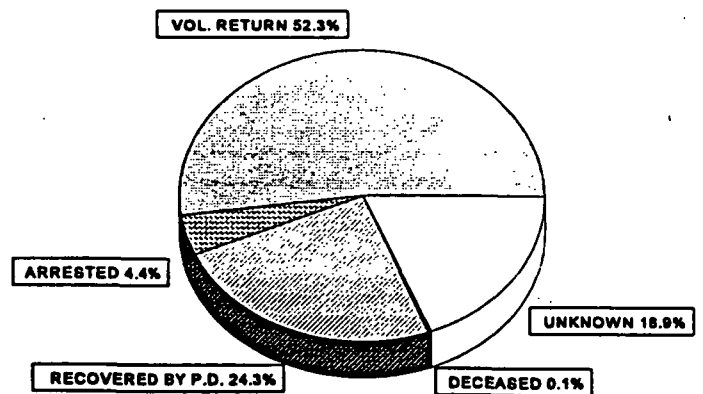
1995 MONTHLY REPORTING VOLUME



1995 CASES REPORTED BY CATEGORY



1995 CASES CLOSED BY RECOVERY TYPE



NEW YORK STATE 1995 MISSING CHILDREN REGISTER ACTIVITY

ANNUAL REPORTING VOLUME: 1985-95

	Number of Cases		
	Reported	Closed	Active End-of-Year
STATEWIDE			
1985	17,232	17,217	1,198
1986	16,658	17,122	734
1987	18,203	17,647	1,290
1988	25,318	24,870	1,738
1989	25,074	24,887	1,925
1990	25,325	24,836	2,414
1991	25,975	25,476	2,913
1992	27,553	26,463	4,003
1993	30,232	29,688	4,547
1994	30,549	28,949	6,147
1995	27,830	26,419	7,558
NEW YORK CITY			
1985	5,194	4,844	766
1986	5,001	5,485	282
1987	5,648	5,275	655
1988	8,672	8,310	1,017
1989	8,401	8,252	1,166
1990	8,130	7,763	1,533
1991	8,424	7,840	2,117
1992	8,983	8,014	3,086
1993	10,095	9,570	3,611
1994	9,166	7,667	5,110
1995	7,060	5,600	6,570

	Number of Cases		
	Reported	Closed	Active End-of-Year
SUBURBAN NEW YORK CITY			
1985	4,900	5,024	187
1986	4,178	4,192	173
1987	4,220	4,114	279
1988	5,659	5,610	328
1989	5,321	5,324	325
1990	5,365	5,326	364
1991	5,824	5,898	290
1992	6,285	6,203	372
1993	6,801	6,810	363
1994	7,080	7,038	405
1995	6,467	6,515	357
UPSTATE COUNTIES			
1985	7,132	7,343	243
1986	7,476	7,441	278
1987	8,331	8,255	354
1988	10,980	10,942	392
1989	11,347	11,307	432
1990	11,819	11,737	514
1991	11,720	11,728	506
1992	12,275	12,239	542
1993	13,327	13,300	569
1994	14,296	14,241	624
1995	14,288	14,298	614

Note: The age of a missing child was expanded in September of 1987 to include sixteen and seventeen year olds. Figures for previous years only included children who were under the age of sixteen. Statewide totals include cases from non-New York State agencies not included in the three geographical areas. Suburban New York City consists of Nassau, Rockland, Suffolk, and Westchester counties. The large increase in "active" cases is a result of the large backlog in sending cancellation notices from the New York City Police Department when children are located. Therefore, this figure does not represent the true number of active cases on the Register involving children who are still missing at the end of the year.

NEW YORK STATE 1995 MISSING CHILDREN REGISTER ACTIVITY

CHARACTERISTICS OF CASES REPORTED

	TOTAL	AGE WHEN REPORTED MISSING				GENDER		RACE	
		< 1 - 5	6 - 12	13 - 15	16 - 17	Male	Female	White	Non-White
TOTAL	27,830	309	2,533	18,267	6,721	11,346	16,484	16,701	11,129
Runaway	25,495	9	2,124	17,097	6,265	10,349	15,146	15,343	10,152
Familial Abduction	302	189	90	18	5	164	138	174	128
Acquaintance Abduction	26	19	5	1	1	13	13	13	13
Stranger Abduction	4	1	2	1	0	2	2	3	1
Lost	89	6	32	32	19	49	40	54	35
Unknown	1,914	85	280	1,118	431	769	1,145	1,114	800

CHARACTERISTICS OF CASES CLOSED

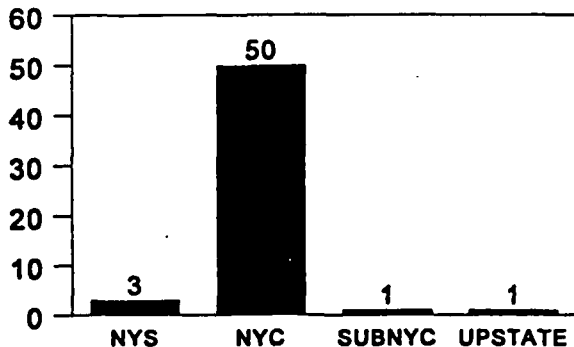
Circumstances of Recovery	TOTAL	AGE WHEN FOUND					GENDER		RACE	
		< 1 - 5	6 - 12	13 - 15	16 - 17	> 17	Male	Female	White	Non-White
TOTAL	26,419	267	2,242	16,986	6,689	235	11,056	15,363	16,139	10,280
Voluntary Return	13,818	71	1,132	8,862	3,618	135	5,544	8,274	7,996	5,822
Recovered by Law Enforcement	5,971	96	588	3,986	1,271	30	2,540	3,431	4,058	1,913
Recovered/Victimimized	460	16	47	292	104	1	184	276	368	92
Arrested	1,114	0	36	847	218	13	550	564	712	402
Arrested/Victimimized	58	0	2	35	20	1	34	24	35	23
Deceased	14	1	1	5	7	0	7	7	13	1
Other/Unknown	4,984	83	436	2,959	1,451	55	2,197	2,787	2,957	2,027

NEW YORK STATE 1995 MISSING CHILDREN REGISTER ACTIVITY

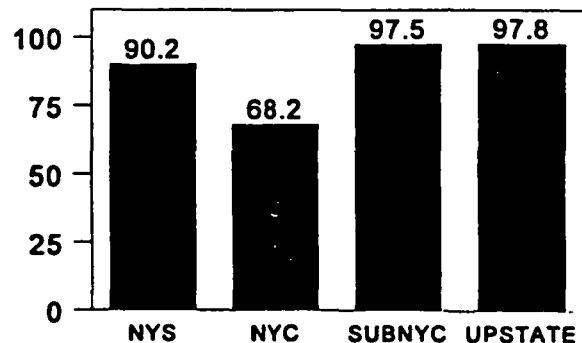
LENGTH OF TIME ON THE REGISTER

DAYS BETWEEN CASE ENTRY AND CANCELLATION FOR CASES REPORTED DURING 1995		
No. of Days	No. of Cases Closed	Cumulative Percent Closed
< 1	6,500	23.4
1	4,457	39.4
2	1,556	45.0
3	998	48.5
4	723	51.1
5	593	53.3
6	519	55.1
7	443	56.7
8	356	58.0
9	298	59.1
10	265	60.0
11	232	60.9
12	206	61.6
13	215	62.4
14	176	63.0
15	177	63.7
16 - 29	1,846	70.3
30 - 60	2,481	79.2
61 - 90	1,165	83.4
91 - 120	645	85.7
121 or more	1,257	90.2
Still Active	2,722	
TOTAL	27,830	

MEDIAN DAYS TO CANCELLATION
(For Cases Closed During 1995)



CASE ENTRY TO CANCEL RATIO
(% of 1995 Case Entries Closed in 1995)



NEW YORK STATE 1995 MISSING CHILDREN REGISTER ACTIVITY

REPORTING VOLUME BY COUNTY

Number of Cases

	Active 12/31/94	Reported 1995	Closed 1995	Active 12/31/95
Albany	50	1,080	1,087	43
Allegany	0	27	27	0
Broome	17	517	523	11
Cattaraugus	14	192	197	9
Cayuga	0	268	268	0
Chautauqua	9	556	556	9
Chemung	3	338	337	4
Chenango	1	32	33	0
Clinton	0	56	56	0
Columbia	13	110	114	9
Cortland	1	110	110	1
Delaware	1	72	71	2
Dutchess	25	793	783	35
Erie	147	1,398	1,376	169
Essex	0	48	46	2
Franklin	0	38	38	0
Fulton	1	120	121	0
Genesee	1	104	103	2
Greene	1	21	22	0
Hamilton	0	0	0	0
Herkimer	0	70	70	0
Jefferson	4	175	176	3
Lewis	0	17	17	0
Livingston	2	66	65	3
Madison	0	63	61	2
Monroe	89	1,618	1,622	85
Montgomery	4	108	110	2
Nassau	89	1,282	1,297	74
New York*	5,110	7,060	5,600	6,570
Niagara	19	477	471	25
Oneida	26	543	559	10

Number of Cases

	Active 12/31/94	Reported 1995	Closed 1995	Active 12/31/95
Onondaga	36	1,368	1,383	21
Ontario	2	130	129	3
Orange	21	679	672	28
Orleans	7	56	61	2
Oswego	4	119	121	2
Otsego	3	43	44	2
Putnam	4	104	107	1
Rensselaer	15	285	294	6
Rockland	56	641	649	48
St. Lawrence	2	112	111	3
Saratoga	9	272	275	6
Schenectady	36	686	651	71
Schoharie	0	18	18	0
Schuyler	2	15	17	0
Seneca	0	23	23	0
Steuben	3	53	54	2
Suffolk	83	2,836	2,854	65
Sullivan	0	120	119	1
Tioga	2	81	81	2
Tompkins	5	159	160	4
Ulster	22	517	527	12
Warren	0	127	123	4
Washington	3	51	50	4
Wayne	9	197	202	4
Westchester	177	1,708	1,715	170
Wyoming	1	45	45	1
Yates	0	6	6	0
DCJS Clearingh.	10	5	6	9
Non-NYS	8	15	6	17
STATE TOTAL	6,147	27,830	26,419	7,558

* Includes Bronx, Kings, New York, Queens and Richmond Counties.

NEW YORK STATE 1995 MISSING CHILDREN REGISTER ACTIVITY

REPORTING RATES PER 1,000 CHILDREN BY COUNTY

Rank		< 18 Pop	Rate
2	Albany	66,139	16.4
53	Allegany	13,405	2.0
9	Broome	50,788	10.2
20	Cattaraugus	23,963	8.0
7	Cayuga	22,672	11.8
3	Chautauqua	37,138	15.0
4	Chemung	25,143	13.4
52	Chenango	14,762	2.2
50	Clinton	22,570	2.5
25	Columbia	16,477	6.7
12	Cortland	12,665	8.7
29	Delaware	12,317	5.8
6	Dutchess	64,894	12.2
28	Erie	237,792	5.9
33	Essex	9,372	5.1
46	Franklin	12,415	3.1
16	Fulton	14,246	8.4
27	Genesee	16,530	6.3
56	Greene	11,364	1.8
58	Hamilton	1,167	0.0
38	Herkimer	17,383	4.0
30	Jefferson	32,613	5.4
54	Lewis	8,653	2.0
40	Livingston	16,653	4.0
44	Madison	18,894	3.3
13	Monroe	186,331	8.7
19	Montgomery	13,298	8.1
37	Nassau	292,374	4.4
39	New York City	1,763,124	4.0
18	Niagara	57,414	8.3
11	Oneida	62,092	8.7
8	Onondaga	121,337	11.3
34	Ontario	25,433	5.1
24	Orange	94,462	7.2
35	Orleans	12,260	4.6
43	Oswego	35,613	3.3
47	Otsego	15,065	2.9
36	Putnam	22,918	4.5
23	Rensselaer	38,617	7.4
10	Rockland	71,472	9.0
42	St. Lawrence	29,048	3.9
31	Saratoga	51,476	5.3
1	Schenectady	36,311	18.9
51	Schoharie	8,198	2.2
48	Schuyler	5,346	2.8
49	Seneca	9,010	2.6
55	Steuben	27,651	1.9
14	Suffolk	330,975	8.6
26	Sullivan	18,550	6.5
32	Tioga	15,361	5.3
21	Tompkins	20,435	7.8
5	Ulster	40,664	12.7
17	Warren	15,155	8.4
45	Washington	15,625	3.3
22	Wayne	26,476	7.4
15	Westchester	201,026	8.5
41	Wyoming	11,390	4.0
57	Yates	6,400	0.9
	New York State	4,460,922	6.2

Note: Population figures are estimates provided by Woods and Poole Economics, Inc., Washington, D.C.

NEW YORK STATE 1995 MISSING CHILDREN REGISTER ACTIVITY

CATEGORIES OF CASES REPORTED BY COUNTY

	Runaway	Acquaint. Abduction	Familial Abduction	Stranger Abduction	Lost	Unknown	Total
Albany	993	1	15	1	9	61	1,080
Allegany	26	0	0	0	0	1	27
Broome	499	0	0	1	1	16	517
Cattaraugus	185	0	1	0	1	5	192
Cayuga	264	0	2	0	0	2	268
Chautauqua	521	0	7	0	0	28	556
Chemung	313	0	0	0	2	23	338
Chenango	28	0	0	0	3	1	32
Clinton	53	0	3	0	0	0	56
Columbia	102	0	6	0	0	2	110
Cortland	107	0	0	0	0	3	110
Delaware	70	0	0	0	0	2	72
Dutchess	775	0	2	1	3	12	793
Erie	913	1	21	1	3	459	1,398
Essex	46	0	2	0	0	0	48
Franklin	29	0	0	0	2	7	38
Fulton	112	0	1	0	0	7	120
Genesee	100	0	3	0	0	1	104
Greene	19	0	0	0	0	2	21
Hamilton	0	0	0	0	0	0	0
Herkimer	69	0	0	0	0	1	70
Jefferson	167	0	2	0	0	6	175
Lewis	13	0	2	0	0	2	17
Livingston	62	0	1	0	0	3	66
Madison	54	0	0	0	0	9	63
Monroe	1,528	4	14	0	6	66	1,618
Montgomery	108	0	0	0	0	0	108
Nassau	1,122	4	25	0	4	127	1,282
New York City	6,956	6	97	0	0	1	7,060

NEW YORK STATE 1995 MISSING CHILDREN REGISTER ACTIVITY

CATEGORIES OF CASES REPORTED BY COUNTY (con't)

	Runaway	Acquaint. Abduction	Familial Abduction	Stranger Abduction	Lost	Unknown	Total
Niagara	439	0	1	0	0	37	477
Oneida	520	0	1	0	3	19	543
Onondaga	801	0	1	0	0	566	1,368
Ontario	122	0	0	0	0	8	130
Orange	648	1	4	0	3	23	679
Orleans	51	1	2	0	0	2	56
Oswego	115	0	0	0	0	4	119
Otsego	34	0	0	0	0	9	43
Putnam	85	0	0	0	1	18	104
Rensselaer	266	0	1	0	7	11	285
Rockland	619	0	1	0	3	18	641
St. Lawrence	103	0	0	0	0	9	112
Saratoga	261	0	3	0	0	8	272
Schenectady	666	2	6	0	3	9	686
Schoharie	16	0	0	0	0	2	18
Schuyler	15	0	0	0	0	0	15
Seneca	23	0	0	0	0	0	23
Steuben	46	0	0	0	3	4	53
Suffolk	2,654	2	42	0	8	130	2,836
Sullivan	101	0	0	0	0	19	120
Tioga	78	0	3	0	0	0	81
Tompkins	153	0	1	0	1	4	159
Ulster	496	0	1	0	3	17	517
Warren	124	1	0	0	0	2	127
Washington	49	0	0	0	1	1	51
Wayne	186	0	0	0	2	9	197
Westchester	1,534	3	19	0	17	135	1,708
Wyoming	45	0	0	0	0	0	45
Yates	6	0	0	0	0	0	6
Other*	5	0	12	0	0	3	20

* Includes DCJS Clearinghouse and agencies outside of New York State.







In-Service Training



MISSING CHILDREN INFORMATION CLEARINGHOUSE
TRAINING GUIDE

- I. Pertinant Literature
 - A. MCIC Policies and Procedures
 - B. MCIC Publications
 - C. Florida Juvenile Handbook (Section II-Missing Children)
 - D. BITMAC Handbook
 - E. NCMEC Video Series
- II. Supplementary Readings
 - A. Department of State - Hague Treaty
 - B. Interstate Compact of Juveniles
 - C. Interpol Brochure
 - D. Fincen Brochure
 - E. Relevant Florida Statutes
- III. Analyst Resources
 - A. Information Resource Guide
 - B. Federal Resources on Missing and Exploited Children
 - C. Local law enforcement contacts
 - D. Sources of Information
- IV. Worksheets
 - A. Intake Cards
 - B. Case Opening Checklist
 - C. Case Closing Checklist
 - D. Emergency Procedures
 - E. Phone Log Sheet
 - F. Information Request Sheets
- V. Skills
 - A. Hotline Response
 - B. Teletypes
 - C. Intakes
 - D. Not-in-File Leads
 - E. Leads
 - F. Flyer/Bulletin Production
 - G. Analytical Support
- VI. Software
 - A. SRIS
 - B. MS Access
 - C. Leads System
 - D. Intell Files
 - E. Internet
 - F. Autotrack

G. Credit Reporting System

H. Rhumba

VII. Analytical Tools

A. Interpol

B. Fincen

C. School Enrollment

D. Subscriber Information

E. Passport Information

F. Other State Clearinghouses

VII. Training Tools

A. Y-cords for Hotline Response

B. New Analyst Skill Checklist

C. Scenarios

D. Training Videos

MCIC SKILLS	Veteran	Rookie	Date
Phone Transferring			
Return Nightly Phone Calls			
Daily TTYs			
Matching Record Identification			
Notify Query Agency			
Notify Case Agency			
Suspicious Incident Reports			
Entering Intel Files			
Hotline Response			
Phone Functions			
Logging Calls			
SRIS Familiarization			
Opening Cases			
Printing FCIC/NCIC Verifications			
Receiving Closed Cases			
Color Codes and Folder Labeling			
MCIC Log Book			
MCIC Database Entry			
CIT Flag FCIC			
SRIS Entry			
School Flagging			
Closing Cases			
FCIC/NCIC Check			
Close Log			
Close Database			
Return Photos			
Remove Flags			
Intakes			
FCIC/NCIC Verification			
Mail Report Form/Brochure			
Enter Into SRIS			
Fill Intake Cards			
Leads			
Leads Database			
MCIC File			
Not-In-File Leads			
Hotline NIFs			
National Center NIFS			
Contact Local Agency			
Enter into Intel Files			
Enter into SRIS			
Bulletins			
Flier Templates			
Obtain Photograph			
Have Photos Half-Toned			
NCIC/FCIC Verification			
Document in Case Files			

Send Copy to Parents			
Deliver to ECI for Mailout			
Internet			
Checking/Posting Messages			
MCIC Website			
NCMEC Website			

Dialing for Dollars



PUBLICATIONS YOU MIGHT FIND USEFUL

Foundation News & Commentary. Council on Foundation, Inc., P.O. Box 96043, Washington, DC 20077-6013. This is published bi-monthly. Current subscriptions are \$48/year. The home page address is: <http://www.cof.org>. This is what I would call a trade journal.

The Grantsmanship Center Magazine. The Grantsmanship Center, P.O. Box 17220, Los Angeles, CA 90017. I believe this is published quarterly. Subscriptions are free. The home page address is: <http://www.tgci.com>. This Center offers training, but the magazine includes some interesting articles.

Grassroots Fundraising Journal. P.O. Box 11607, Berkeley, CA, 94701. This is bi-monthly and especially targeted to smaller non-profits.

Nonprofit Times. 190 Tamarack Circle, Skillman, NJ 08558. This monthly focuses on fundraising and administration.

I have seen the first two and found them both interesting. I haven't seen the last two.

The following publications are available at your local library, and are well worth your spending some time becoming familiar with the assistance they offer.



National Directory of Corporate Giving -- This will list corporations with foundations and giving programs by state, similar to The Foundation Directory. This is worthwhile because it includes giving programs, not just corporate foundations.

The Foundation Directory published by The Foundation Center. First, this directory is updated annually and lists every Foundation handing out money in the US. Foundations are listed by state, by type of support (i.e. seed money, individual grants, in kind gifts), and by subject.

Next, the directory lists libraries that house cooperating collections (by state). These collections include specific guides, two of which I imagine are of interest to you: *The National Guide to Funding for Children, Youth and Families* and *The National Guide for Community Development*.

I have attached a copy of a foundation listing from my home state. This is out of the general directory. The specific guides give even more detailed information, primarily on previous grants awarded. As you can see, this gives you lots of information!

I suggest when you're looking through these guides, you keep an open mind about the category your request might fit in. For example, you might be eligible for funding through community development/neighborhood associations, or crime/violence



prevention, children & youth or crisis services. If you go through children and youth, areas you could take advantage of include crime/abuse victims, education or safety.

Another publication of the Foundation Center is *The Literature of the NonProfit Sector*, and it is available in the cooperating collection.

You can also find other good info at your local library, including lists of manufacturers and large companies by state, by county, with all sorts of specifics like number of employees and officer's names. All of that info can come in handy!

One last publication I'll mention is *NSFRE News*, published by NSFRE. It comes out eight times yearly and is \$25/year for non-members. Information on NSFRE is listed under Associations.



cial profile for 1992: Number of employees, 650; sales volume, \$55,500,000
Corporate officers: James B. Cappio, Pres.; Jim C. [redacted] V.P., Finance
g statement: Giving through a foundation.

ion C. Tyler Foundation

Society National Bank
 Box 94721
 land, OH 44101-4721
ication address: c/o Don Whitehouse, 3200
 mer City Rd., Box 8900, Gastonia, NC
 3; Tel.: (704) 629-2214

lished in 1931 in OH.
or(s): Marion C. Tyler.
ncial data (yr. ended 12/31/93): Assets,
 1,506 (M); expenditures, \$64,959;
 ifying distributions, \$60,087, including
 023 for 46 grants to individuals (high:
 00; low: \$225).
ose and activities: Grants for indigent
 ed employees of W.S. Tyler, Inc.; limited
 ort for scholarships to children of company
 loyees.

Fields of interest: Economically disadvantaged.
Types of support: Grants to individuals;
 arships—to individuals.

Geographic limitations: Giving primarily in
 is of company operations.

port limitations: No loans or
 gram-related investments.

Application information: Application form
 ired.

Board meeting date(s): Monthly

Deadline(s): None

steer: [redacted] National Bank.

34 [redacted] 74

Fields of interest: Higher education; health
 associations.

Geographic limitations: Giving primarily in
 Dallas, TX.

Support limitations: No grants to individuals, or
 for scholarships, fellowships, or matching gifts;
 no loans.

Application information: Application form not
 required.

Initial approach: Proposal

Copies of proposal: 1

Board meeting date(s): As required

Deadline(s): None

Final notification: 3 to 4 weeks

Officers: Joseph F. McKinney, Chair.; Linda K.
 Hill, Pres.; Rick W. Margerison, V.P.; Sandie D.
 Shepherd, Secy.; W. Michael Kipphut, Treas.
Number of staff: None.

EIN: 237140526

Selected grants: The following grants were
 reported in 1993.

\$11,000 to Cooper Institute for Aerobics
 Research, Dallas, TX.

\$4,000 to University of Texas, Tyler, TX.

\$2,000 to Consortium for Graduate Study in
 Management, Saint Louis, MO.

\$2,000 to Harvard University, School of
 Business, Cambridge, MA.

\$1,000 to Notre Dame of Dallas Schools, Irving,
 TX.

\$1,000 to Thurston Arthritis Foundation, Chapel
 Hill, NC.

\$1,000 to University of Dallas, Irving, TX.

\$1,000 to University of North Carolina, Chapel
 Hill, NC.

\$600 to University of Texas M.D. Anderson
 Cancer Center, Houston, TX.

\$500 to American Diabetes Association, Dallas,
 TX.

Tyson Foundation, Inc.

2210 West Oaklawn
 Springdale, AR 72762-6999 (501) 290-4955

Established in 1970 in AR.

Donor(s): Tyson Foods.

Contact: Donna Hamilton, Mgr.

Financial data (yr. ended 12/31/93): Assets,
 \$15,405,221 (M); gifts received, \$440,000;
 expenditures, \$742,291; qualifying distributions,
 \$726,560, including \$383,850 for 29 grants
 (high: \$101,500; low: \$500; average:
 \$100-\$10,000) and \$342,710 for grants to
 individuals (average: \$100-\$1,200).

Purpose and activities: Primary area of interest
 is education, including scholarships available to
 individuals majoring in certain areas of
 agriculture, business, engineering, computer
 science, and nursing; grants also for community
 projects and social services.

Fields of interest: Education; natural resource
 conservation & protection; human services.

Types of support: Capital campaigns;
 scholarships—to individuals.

Geographic limitations: Giving limited to areas
 of company operations in AR, and some areas of
 MO, OK, GA, IL, IA, IN, MI, MN, MS, NC, OR,
 PA, TN, TX, VA, WA, AL, and AK.

Publications: Application guidelines.

Application information: Application form
 required for scholarships.

Initial approach: 2nd week in Mar. for fall
 semester scholarships; 1st week in Nov. for
 spring semester scholarships

Board meeting date(s): Biannually

Deadline(s): Apr. 20 for fall semester
 scholarships; Dec. 15 for spring semester
 scholarships

Final notification: 1st or 2nd week in Aug. for
 fall scholarship applicants; 1st or 2nd week
 in Jan. for spring scholarship applicants

Trustees: James B. Blair, Joe F. Starr, Cheryl L.
 Tyson, John H. Tyson.

Number of staff: 1 full-time professional; 1
 part-time professional; 1 full-time support.

EIN: 237087948

Selected grants: The following grants were
 reported in 1993.

\$25,000 to Billfish Foundation.

\$25,000 to Concerned Citizens for the Youth.

\$10,000 to Bridge School, Portland, OR.

\$10,000 to Panola County Community Center,
 TX.

\$10,000 to Texas Lutheran College, Seguin, TX.

\$10,000 to University of Arkansas Foundation,
 Fayetteville, AR.

\$5,000 to Barbara Mashburn Scholarship Fund.

\$5,000 to Friendship Services Center,
 Russellville, AR.

\$5,000 to Wildlife Forever, Portland, OR.

\$2,200 to Four-H Foundation, Arkansas, Little
 Rock, AR.

2059 TYLER CORPORATION

Dallas, TX

Business activities: Holding company; produces
 iron pipes and fittings; retails automotive
 aftermarket parts and supplies

Financial profile for 1993: Number of
 employees, 3,470; sales volume, \$282,000,000
Corporate officers: Joseph F. McKinney, Chair.
 and C.E.O.; Richard W. Margerison, Exec. V.P.;
 ada K. Hill, V.P. and Cont.; W. Michael
 Kipphut, V.P. and Treas.

Subsidiaries and/or Divisions: Forest City Auto
 Parts, Cleveland, OH; Institutional Financing
 Services, Benicia, CA; Tyler Pipe Industries, Inc.,
 TX

Giving statement: Giving through a foundation.

Tyler Foundation

221 San Jacinto Tower
 Dallas, TX 75201

(214) 754-7800

Established in 1971 in TX.

Donor(s): Tyler Corp.

Contact: Sandie D. Shepherd, Secy.

Financial data (yr. ended 12/31/93): Assets,
 \$155,600 (M); expenditures, \$59,324;
 distributions, \$59,324, including
 \$19,324 for 46 grants (high: \$11,000; low:
 \$70; average: \$100-\$1,000).

2060 TYSON FOODS, INC.

Springdale, AR

Business activities: Processes meat, including
 poultry

Financial profile for 1994: Number of
 employees, 55,000; sales volume,
 \$5,100,000,000

Fortune 500 ranking: 1994—225th in revenues,
 455th in profits, and 326th in assets
 Forbes ranking: 1994—202nd in sales, and
 448th in assets

Corporate officers: Don Tyson, Sr. Chair.;
 Leland Tollett, Chair. and C.E.O.; Donald Wray,
 Pres.; Gerald Johnston, Exec. V.P. and C.F.O.

Giving statement: Giving through a corporate
 giving program and a foundation.

Tyson Foods Corporate Giving Program

2210 West Oaklawn Dr.
 Springdale, AR 72764

(501) 756-4000

Contact: Archie Schaffer, Dir., Media, Public,
 and Govt. Rels.

Purpose and activities: Giving for education and
 private colleges.

Fields of interest: Higher education; education.

Geographic limitations: Giving primarily in
 areas of company locations.

2061 U.S. BANCORP

Portland, OR

Business activities: Bank holding company

Financial profile for 1994: Number of
 employees, 11,700; assets, \$21,816,000,000;
 sales volume, \$1,936,000,000



SOURCES FOR VOLUNTEERS

AARP (American Association of Retired Persons) and RSVP (Retired Senior Volunteer Program) --these folks are great for stuffing envelopes, ditty bags and telephoning. Retirees also have tons of experience you would be wise to try to tap into.

Civic Clubs -- these clubs always need speakers and are interested in what is happening in their community, so tell them what you're doing and how you're making a difference. It's a good opportunity to recruit volunteers, get them to do a fund-raiser for you, or make a straight donation.

Find out where their interests lie, because they may be especially interested in assisting children. For example, the Lion's primary philanthropy is aid to the blind, however, Altrusa began as a women's civic organization, and they often focus their efforts to benefit women and children. Clubs you'll probably find in your community include: Rotary, Jaycees, Civitan, Lions, BPE (Elks), Altrusa and Sertoma. Look in your local paper for meeting dates and contact names.

Banks -- are required to give through the Community Reinvestment Act both money and people to community service. Get the new loan officer on your side!



Greek Organizations -- even if you don't have campus nearby with a Greek system, there are probably alumnae groups in your area that may be looking for a worthy cause to support.

Speaking of college campuses, students today are looking for philanthropic fulfillment, so they can be a source for you. Be sure what you ask them to do suits their schedules and interests.



IRS RECEIPTING INFORMATION

The IRS has made changes in how individuals report charitable donations. These requirements place some new responsibilities on 501(c)3 organizations.

#1 A canceled check is not sufficient for donations over \$250 annually. If a donor writes a \$250 check or 5 \$50 checks in a year to one organization, the IRS requires a receipt. It is the charity's responsibility to provide that receipt.

#2 If a charity holds a fund-raiser where the donor receives something in return, any receipt given must show the fair market value. If the donation is \$75 or more, a receipt is required. For example, if you host a golf tournament, and the fee is \$75 a player, you must note the fair market value of that round of golf (including cart rental, if used) and issue a receipt. If the fee is \$50 a player and one person pays for the team, that person must be receipted. Again, it is the charity's responsibility to provide that receipt.

#3 If you ask for a donation in kind, or for an item or service, DO NOT receipt the donor for the dollar value of the donation. A thank you letter noting what the item or service was is sufficient for the IRS. That way, the donor can argue with an auditor over the value of that floral arrangement or computer, not you.



MARKETING AND ADVERTISING SOURCES

As you're seeing with this session, marketing is EVERYTHING!!! But, marketing expertise can be expensive. Here are some sources and ways to market yourself without spending a fortune.

College or University close by? Call the head of the Advertising/Public Relations or Marketing Department and volunteer your organization as a guinea pig. Students have to do marketing and ad projects, singly and in groups. Let them get the experience while you benefit.

Along those lines, many students are willing to serve as an intern for no pay or a small stipend. The school may have an internship program set up already, with guidelines, but if it doesn't, don't let that stop you from asking! Remember, if students are working for class credit, they may need a defined job description, so be willing to provide that to them.

Radio and TV stations can be your friends. The stations will put your public service announcements on the air, but do your homework. Check with the community affairs director or station manager to see if they want to read your PSA, want it pre-recorded (for radio) or are willing (or not) to shoot a 30 second PSA for TV. Give them a specific time frame to run PSA's. Don't expect them to run in prime time indefinitely. Also, don't even think about trying to talk to a community affairs person at a TV station at



sweeps time. These sweeps weeks occur in February, May and November, so take them into account in your planning.

Volunteers who handle marketing every day! If you know someone in the marketing business, they may be willing to volunteer to assist you in getting publicity. If they can't volunteer to do that, ask them to look over what you've prepared the first time or two, and make suggestions. If they don't have time to do that, ask them to provide a current list of media outlets in your community, so you'll at least know who to contact! Take what you can get from a volunteer and be grateful for whatever they offer.

Getting the word out the way you want it in newspapers. When you send a press release, use the format papers like, and your chances of seeing your group's name in print increases significantly. It may be worth it to purchase an AP Stylebook, or at least look through one at the library. In the meantime, these are important components. Don't put "For Immediate Release" ... Do put a "For Release By" date. Get the release in at least two weeks before the release date. Give them a headline that's brief and a contact name and phone number. Put "END" at the end or use "# # #". Always double space and I think it's wise to keep them to two pages. If you have statistics that are pertinent, include them. Reporters like them.



ASSOCIATIONS YOU'LL WANT TO KNOW ABOUT

National Charities Information Bureau (NCIB)
19 Union Square West, 6th Floor
New York, NY 10003-3395
212-929-6300

Philanthropic Advisory Service Council of the BBB
4200 Wilson Blvd., Ste. 800
Arlington, VA 22203-1804
703-276-0100

American Institute of Philanthropy
4579 Laclede Ave., Ste. 136
St. Louis, MO 63108
314-454-3040

These are the major watchdog organizations. Your state also keeps information about 501(c)3's, and it's usually available through the state Better Business Bureau (BBB), or a Consumer Protection Division (or something similar) with the state Attorney General's office. You will want your organization registered at least at the state level.

Gifts in Kind America
700 N. Fairfax St., Ste. 300
Alexandria, VA 22314
703-836-2121

Membership under \$1 million is \$125/annual, over \$1 million is \$250/annual. This group offers lists of gifts in kind available at little or no cost. I think you get a quarterly list, and it runs from paint (but you can't be picky about color, it might be brown) to pens.

National Society of Fund Raising Executives
1101 King St., Ste. 700
Alexandria, VA 22314
703-684-0410

Membership is \$170/annually. NSFRE offers training, networking and resources. Often, there are local chapters which meet regularly and can be a terrific opportunity to network within your community. I highly recommend attending a local meeting, if a chapter is available.



Compassionate Response



Dynamics of Loss



Working Together to Bring Our Children Home

Working Together to Bring Our Children Home

**A presentation for
the Office of Juvenile Justice
and Delinquency Prevention**

WFOJCC-Programs-1

What Is Grief?

- ✦ **The loss of anything one has become attached to.**

WFOJCC-Programs-3

How Long Is Grief?

- ✦ **Just as long as it takes!**

WFOJCC-Programs-5

Working Together to Bring Our Children Home

Putting Grief on Hold

- ✦ Conflicting demands.
- ✦ Jobs, other crises.
- ✦ Too painful to endure; mourning postponed.

How You Can Help

- ✦ Really listen!
- ✦ Don't change the subject.
- ✦ Provide information on the grief process.
- ✦ Offer community resources.
- ✦ Listen to the child's siblings!
- ✦ Educate the parents' relatives.

Grief Is Different for Everyone

- ✦ How you feel may differ from how the parents feel.
- ✦ DO NOT tell parents how they should be feeling.
- ✦ DO NOT predict how they will feel in the future.

Working Together to Bring Our Children Home

Coping Styles Vary

- ♦ Some reveal emotions; others don't.
- ♦ Some in state of shock.
- ♦ Some withdraw; others seek out friends.
- ♦ Cultural backgrounds make a difference.
- ♦ Watch for clinical depression, suicide.
- ♦ Some seek active roles in investigation; others don't.

WFOC/Program 1

Coping Styles - How to Help

- ♦ If a parent wants to help in the investigation, have a list of things to do.
- ♦ If a parent does not, or cannot, help in the investigation, reassure him or her that it's OK.
- ♦ When you suspect clinical depression, strongly recommend professional help.

WFOC/Program 1

Emotional Response and Issues to Cope with When a Child is Missing

WFOC/Program 1

Working Together to Bring Our Children Home

Realization

- ♦ When puzzlement changes to the realization that the child is missing.

HOBO Page 10

Realization - How to Help

- ♦ When the call comes in, be as fully responsive as possible.
- ♦ Assure the parents that their concerns will receive immediate attention.

HOBO Page 11

Waiting

- ♦ For the police to come.
- ♦ For someone to call saying, "She's here!"
- ♦ For the child to open the front door.
- ♦ For any kind of news.
- ♦ For any kind of reassurance.

HOBO Page 12

Working Together to Bring Our Children Home

Waiting: How to Help

- ♦ Be available.
- ♦ Be a good listener.
- ♦ Give the parents some manageable tasks.

WFO&CP/Program 13

Fright

- ♦ Being scared in a way never before experienced.

WFO&CP/Program 14

Fright: How to Help

- ♦ Encourage parents to talk about their fears.
- ♦ Help them sort out and identify those fears.

WFO&CP/Program 15

Working Together to Bring Our Children Home

Visions of What Might be Happening to the Child

- ✦ Flashes and/or nightmares of imaginary scenes.

WFOBC/Pages 14

Visions - How to Help

- ✦ Ask the parents if they have been having dreams or nightmares.
- ✦ Be a good listener.
- ✦ Avoid being judgmental.

WFOBC/Pages 17

Desperation

- ✦ An emotional state characterized by helplessness and anger.
- ✦ Think of some time when you have felt desperate -- and multiply it by a billion!
- ✦ First 48 hours are critical.

WFOBC/Pages 18

Working Together to Bring Our Children Home

Desperation - How to Help

- ✦ Offer to be the link between the parents and the investigators.
- ✦ Spend as much time with the family as you can.
- ✦ Even if there isn't much to say, having someone there is comforting.
- ✦ Encourage relatives to continue support.

WFO&CPPrograms 19

Anger/Rage

- ✦ Constant frustration can lead to "white rage."
- ✦ A lot to be angry about.

WFO&CPPrograms 20

Anger/Rage - Some Examples

- ✦ Focused on oneself or one's spouse.
- ✦ God - for not answering prayers.
- ✦ Comments of well-meaning friends.
- ✦ The isolation.
- ✦ The kidnapper or killer.
- ✦ The police.
- ✦ The System.

WFO&CPPrograms 21

Working Together to Bring Our Children Home

Anger/Rage - How to Help

- ✦ Try not to fear the anger or avoid it.
- ✦ Accept that some anger is irrational and misplaced.
- ✦ Encourage parents to keep talking.
- ✦ Help them resolve some of their anger.

WFOBC Program 12

Guilt/Regrets

- ✦ Powerful feelings of responsibility for what has happened.
- ✦ Recurrent thoughts of “if only....”

WFOBC Program 13

Guilt/Regrets - How to Help

- ✦ Invite parents to discuss their guilt and their regrets.
- ✦ Explain the difference.
- ✦ Assign tasks where appropriate.
- ✦ Helium balloon idea.
- ✦ Religion can be a resource.
- ✦ Letter writing.

WFOBC Program 14

Working Together to Bring Our Children Home

Limbo

- ✦ Life on hold as all thoughts are devoted to the missing child.
- ✦ All other plans abandoned.

NP08C/Pages/0412

Limbo - How to Help

- ✦ Offer to handle phone calls.
- ✦ Remind parents about bills and other practical, day-to-day matters.
- ✦ Offer to help at the parents' places of work.

NP08C/Pages/0413

Hope

- ✦ May be based on solid possibilities.
- ✦ May be groundless.

NP08C/Pages/0417

Working Together to Bring Our Children Home

Hope - How to Help

- ✦ Since false hopes can lead to future despair, be objective, but...
- ✦ Support the parents' feelings.

WFOBC Page 10.10

Other Feelings and Issues

- ✦ Disorganization.
- ✦ Forgetfulness.
- ✦ Inability to stay focussed.
- ✦ Inability to retain information.

WFOBC Page 10.10

Other Feelings - How to Help

- ✦ Normalize these feelings and offer reassurance.
- ✦ Provide simple, clear information.
- ✦ Suggest keeping a notebook
- ✦ Encourage care in driving.

WFOBC Page 10.10

Working Together to Bring Our Children Home

Physical Health

- ✦ Grief is a high stressor that affects our physical health.

POBOPProgram21

Physical Health - How to Help

- ✦ Ask parents about their medical history.
- ✦ Ask about their eating, sleeping and exercise patterns.
- ✦ Encourage them to check with their physicians.

POBOPProgram22

Other Intense Times Ahead

- ✦ When the child's body is found.
- ✦ When an arrest is made.
- ✦ Court procedures and trials.
- ✦ The post-trial letdown.
- ✦ Holidays.
- ✦ When the child is found alive.

POBOPProgram23



HELPING YOURSELF THROUGH GRIEF

BASIC HEALTH CONCERNS - Grief is exhausting and it is important to be aware of your daily health routines and keep them up.

1. Try to eat regular, nourishing meals. If it is too difficult to eat three regular meals, try 4 or 5 small ones. Have nourishing food available to nibble on rather than chips, candy, etc.
2. Rest is important. Try to develop regular bedtime routines.
3. Continue with your exercise program or develop a manageable routine.
4. Make sure your family doctor knows what has happened to you so he/she can help monitor your health.

OUTSIDE SUPPORT - Grief does not have to be as isolating as it seems.

1. Look for a support group, lecture or seminar that pertains to your situation.
2. Meditation is often helpful to help people get the rest they need.
3. Continue attending your church services and stay in contact with that "family" if that is a source of support to you.
4. Let your friends and other family members know what your needs are.

ON FEELINGS

1. Read some books or articles of the process of grief so you can identify what you are feeling and have some ideas on how to help yourself.
2. Allow your feelings to be expressed appropriately.
3. Crying is good. Almost always you feel lighter after you have had a good cry. Consider sharing your tears with other loved ones.
4. Find friends or family members to share your feelings with.
5. Be careful not to use alcohol, drugs, or tranquilizers to avoid the pain. These will only mask the pain and could lead to problems later.
6. Keeping a journal is a good way to identify feelings and also to see progress.
7. Holidays, anniversaries, etc need special planning. They are impossible to ignore. Look for a workshop on dealing with the holidays and make plans with your family and friends.



BE KIND TO YOURSELF

1. If you desire some alone time - take it.
2. Give yourself small rewards along the way - something to look forward to.
3. Look for small ways to pamper yourself, such as, bubble baths, a new cologne, soft pajama's, new hair cut, etc.
4. Short trips are good breaks from grief, just be aware that upon your return, the pain of grief will be waiting for you. However, you will have had a rest and the knowledge that you can enjoy some things in life again.
5. Look for some new interests, perhaps a new hobby or picking up on an old one.
6. Carry a special letter, poem, or quote with you to read when the going gets tough.
7. Try to enjoy the good days and don't feel guilty for doing so.
8. Reach out to help someone else.
9. Remember, grief takes time. Learn to have patience with yourself.

HELP FOR YOUR MARRIAGE

1. Good communication
2. Talk about what is helpful to you
3. Be sensitive to the needs of each other
4. By reviewing past crisis, you can gain an understanding how the other may react
5. Avoid competition of who is hurting the most
6. Consult each other regarding birthdays, holidays, etc
7. Try not to expect too much from each other
8. Read and educate yourself about the grief process
9. Consider the "gender" differences
10. Avoid pressuring each other about decisions that can wait
11. Take a short trip to "re-group"
12. Appreciate each other's grief and way of coping with it
13. Ask each other what is helpful to him or her
14. Seek professional guidance

Prepared by Helen Fitzgerald, CDE



You Know You Are Getting Better When....

There are clues that will help you to see that you are beginning to work through your grief. These ever-so-slight clues can be missed unless you are aware of their importance. •When you can review both pleasant and unpleasant memories.

- When you can enjoy time alone.
- When you can drive somewhere by yourself without crying the whole time.
- When you realize that painful comments made by family or friends are made in ignorance.
- When you can look forward to holidays.
- When you can reach out to help someone else in a similar situation.
- When the music your loved one listened to is no longer painful to you.
- When you can sit through a church service without crying.
- When you can enjoy a good joke.
- When your eating, sleeping, and exercise patterns return.
- When you no longer feel tired all the time.
- When you have developed a routine to your daily life.
- When you can concentrate on a book or a favorite television program.
- When you can find something to be thankful for.
- When you can establish new and healthy relationships.
- When you can feel confident again.
- When you can begin to organize and plan your future.
- When you have patience with yourself through "grief attacks."

Prepared by Helen Fitzgerald, CDE



HELPING YOUR BEREAVED FRIEND

Preparing Yourself

- Review a personal grief experience.
- Become familiar with the process of grief.
- Use the correct language.
- Pace yourself.

When Death Occurs

Practical Help

- Making phone calls.
- Checking to see if house is presentable.
- Answering the telephone.
- Keeping track of the food, etc.
- Helping with the children.
- Running errands.
- Picking up out-of-town friends and relatives.
- Finding places for out-of-town people to stay.
- Encouraging your friends to take time out to rest.
- In the event of a death, help with funeral arrangements.

Emotional Help

- Think about how much time you can give.
- Visits over a longer period of time are more important than many visits the first few weeks.
- Learn good communication skills that will encourage your friend to talk and to express feelings.
- Be a good listener.
- Help your friend organize his/her day.
- Help with thank-you notes, etc..
- Watch the children and their emotional needs.
- Share memories.



- If concerned about depression, etc. discuss with your friend and seek advice.
- Identify local resources.
- Take care of yourself.

Things to Avoid

Vacuous platitudes like:

- "I know how you feel."
- "It's part of God's plan."
- "Look at what you have to be thankful for."
- "Call if you need anything."
- In the event of a death, "He's in a better place now" or
- "This is behind you now; it's time to get on with your life."
- Doing all the talking.
- Statements that begin with "You should".
- Making decisions for your friend.
- Discouraging expressions of grief.
- Promoting your own values and beliefs.
- Encouraging dependence.

Prepared by Helen Fitzgerald, CDE



SOME GUIDELINES FOR PARENTS TO HELP A CHILD DURING A TIME OF COMMUNITY WORRY AND CONCERN

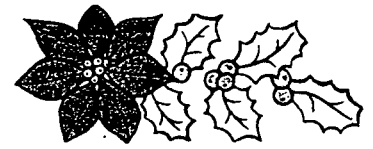
1. As soon as possible after the triggering event set aside time to talk to your child. It is very important that you do this as your child will be hearing about it in any case, and it is best that this disturbing news come from you.
2. Give your child the facts in a simple manner. Don't go into too much detail. Your child will ask more questions as they come to mind.
3. If you can't answer certain questions, it's OK to say, "I don't know how to answer that, but perhaps we can find someone who will answer that question for us."
4. Use the correct language. Say the words that apply -- "missing," "kidnapped," "suspect."
5. Ask questions. "What are you feeling?" "What have you heard from your friends?" "What do you think has happened?"
6. Explain your feelings to your child, especially if you are crying. Give your child permission to cry, too. Parents are role models, and it's OK for children to see our sadness and to share in our feelings.
7. It is OK to let your child know you are fearful, but then let your child know what you are doing to make things safe. Get ideas from your child on how you do this more effectively. Your child's ideas can be valuable and also can help your child overcome the feeling of being powerless. (Note: If your own feelings are overwhelming, if you are feeling panic yourself, find someone who can help you, but try to avoid imparting this panic to your child.)
8. Keep in mind the age and level of comprehension of your child, and speak to that level.
9. Talk about feelings: about being fearful, unsafe, sad, angry, depressed, scared, tearful.
10. If you find your child whiny, clinging to you or experiencing sleep disturbances, he or she may fear one of you will also disappear or be harmed. Feeling insecure and frightened, your child will need a lot of reassurance from you, a lot of touching and contact with you. Over time this will help your child relax and become less fearful.
11. *Whenever a child disappears, there is always the worry that the child has been murdered. On the reverse side are additional guidelines for parents when the issue of death must be dealt with.*
12. As soon as possible after the discovery set time aside to talk to your child. Once again it is best that this information come from you and that it be factual, simple and honest, using the correct language.



13. Ask if your child is hearing new words that need explaining.
14. Again, ask questions. "What are you feeling?" "What have you heard from your friends?" "What do you think happened?"
15. Don't hesitate to refer to the deceased by his or her name. The person may be dead, but he or she is a person to be remembered and loved, not spoken of only in hushed pronouns.
16. Read a book on a child's response to death. For example, *The Grieving Child* by Helen Fitzgerald. New York. Fireside, 1992.
17. Talk about the funeral or memorial service. Explain what happens there, and find out whether your child wants to attend.
18. Think about ways your child can say "goodbye" to the deceased. This might be by attending the funeral or presenting flowers to the family or by writing a note to the deceased that could be buried with the body.
19. Depending on your religious views, you may want to talk to your child about your belief in life after death. But be careful not to say things like, "It was God's will" etc. Statements like this raise more questions than they answer.
20. Invite your child to come back to you if he or she has more questions or has heard disturbing rumors. Assure him or her that you will answer any question to which you know the answer or endeavor to get the correct information when you don't.
21. Talk about memories -- good ones and ones not so good.
22. Watch out for "bad dreams." Are they occurring often? Talking about them is a way to discharge stress.
23. Watch for behavioral changes in your child. They are often symptoms of internal stress.
24. Friends, family, and school mates often find solace and comfort in doing something in the name of the person who died; for example, providing for a memorial of some kind.
25. Sudden death, violent death, or death of a young person is especially hard to grieve, and disruption of sleep, appetite and daily activities are normal responses.
26. If you find your child is developing problems that you don't know how to handle, don't hesitate to seek professional help.

Prepared by Helen Fitzgerald, CDE





Continuing Reminders Of Your Loss: Coping With The Holidays

by Helen Fitzgerald

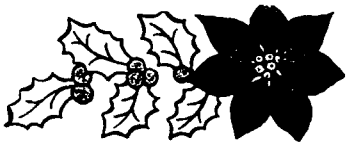


Scott Brouwer

No matter what religion you are, Christmas is the biggest holiday of the year and certainly the one that is most advertised, as this is when stores make their biggest sales for the year. This holiday is so commercialized that it is impossible to ignore it. There are reminders of Christmas everywhere you turn; advertisements in the newspapers and magazines, on the radio and television, on the greeting card shelf, in the store and restaurant decorations and displays, and in the way your friends and casual acquaintances greet you. It is the holiday that requires the most preparation for most people. Here are some things for you to consider that may help make this holiday more bearable.

- Decide on how much of the holiday you can or want to handle and modify your traditions. Writing out greeting cards, for example, may be too much. In that case, pass them up this year or at least trim your list down. If decorations are more than you can handle, put up what you can or ask for help from family members.
- If shopping is too difficult, try giving cash or ordering your gifts from a magazine.
- Once you have thought the holiday through, have a conference with family members and or friends to let them know your plans and to hear theirs. Be prepared to compromise a bit to reach a plan that everyone can accept.
- You may decide to honor your





*Allow yourself
time to think about
and acknowledge your
grief and realize your
holiday may have
both happy and sad
moments.*

loved one by having a photo of him/her in a special place decorated with evergreens and brightly colored balls. Or perhaps a miniature tree could be purchased and tiny decorations added every year in his/her memory. Let your family know your idea and get their input.

- Know that there still may be friends who have not heard of your loved one's death and you may receive a Christmas card addressed to both of you or asking about him/her.

- Allow yourself time to think about and acknowledge your grief and realize your holiday may have both happy and sad moments.

- If others in your family are willing, take time out to talk about your loved one who has died.

- Set limits for yourself. Grief is exhausting work and you need to have quiet time to rest and to reflect.

- Be careful with excessive use of alcohol and overeating – they can make you depressed.

- Some people elect to do something very different on the first Christmas without their loved one – something so different that the absence of the loved one won't be so obvious, maybe even going to a totally different place. People then often return to old traditions the

following year perhaps developing some new traditions to add to the old.

- You may decide to work on Christmas if you have this option, giving a coworker a chance to spend the holiday with his or her family.

- You may decide to do some volunteer work on this day such as working in a hospital or with the homeless.

- Think of a response you can use to the greeting, "Merry Christmas" or "Happy New Year".

- The religious services of Christmas can be reassuring, or they can be upsetting. Think how they would affect you and then decide what would be best for you as far as attending or not attending them.

- Plan something you can look forward to after the holiday in January or February to lessen the post-holiday letdown and a reward for getting through them.

- Look for a lecture or workshop on how to cope with the holidays.

- Remember the anticipation of a holiday is often harder than the actual day.

- If you find the stress, anxiety and loneliness too overwhelming, it is always O.K. to reach out for help. Contact your clergy, a good friend or a professional. ●





Coping With The Holidays Checklist

Check what you would traditionally do with a (T) and then check with a (W) what you want to do this year. Share this with your family or have them do one of their own and compare notes.

Christmas Cards

- ☐ Mail as usual
- ☐ Shorten your list
- ☐ Include a "Christmas letter"
- ☐ Elect to skip this year

Decorations

- ☐ Decorate as usual
- ☐ Modify your decorations
- ☐ Ask for help
- ☐ Let others do it
- ☐ Make changes, such as: an artificial tree instead of a real one
- ☐ Have a special decoration for your loved one
- ☐ Eliminate the tree or other decorations

Shopping

- ☐ Shop as usual
- ☐ Give cash
- ☐ Shop through catalogs
- ☐ Ask for help
- ☐ Shop early
- ☐ Make your gifts
- ☐ Give baked goods
- ☐ Shop with a friend
- ☐ Ask for help wrapping gifts
- ☐ Do not exchange gifts now but perhaps later
- ☐ Make a list of gifts you want before you go out

Christmas Music

- ☐ Enjoy as usual
- ☐ Avoid turning the radio on
- ☐ Shop early before stores have Christmas music on
- ☐ Listen to it, have a good cry and allow yourself to feel sad

Traditions

- ☐ Keep the old traditions
- ☐ Attend holiday parties
- ☐ Don't attend holiday parties
- ☐ Go to an entirely new place
- ☐ Bake the usual holiday foods
- ☐ Buy the usual holiday foods
- ☐ Bake but modify what you would usually do
- ☐ Go to the religious service
- ☐ Do not attend religious services
- ☐ Attend the religious service but at a different time
- ☐ Attend a totally different church
- ☐ Spend quiet time alone
- ☐ Visit the cemetery
- ☐ Open gifts on Christmas eve
- ☐ Open gifts on Christmas day

Christmas Dinner

- ☐ Prepare as usual
- ☐ Go out for dinner
- ☐ Invite friends over
- ☐ Eat alone
- ☐ Change time of dinner
- ☐ Change routine of dinner, such as, this year do a buffet
- ☐ Change location of dinner, eat in a different room
- ☐ Ask for help

Post Christmas And New Year's Day

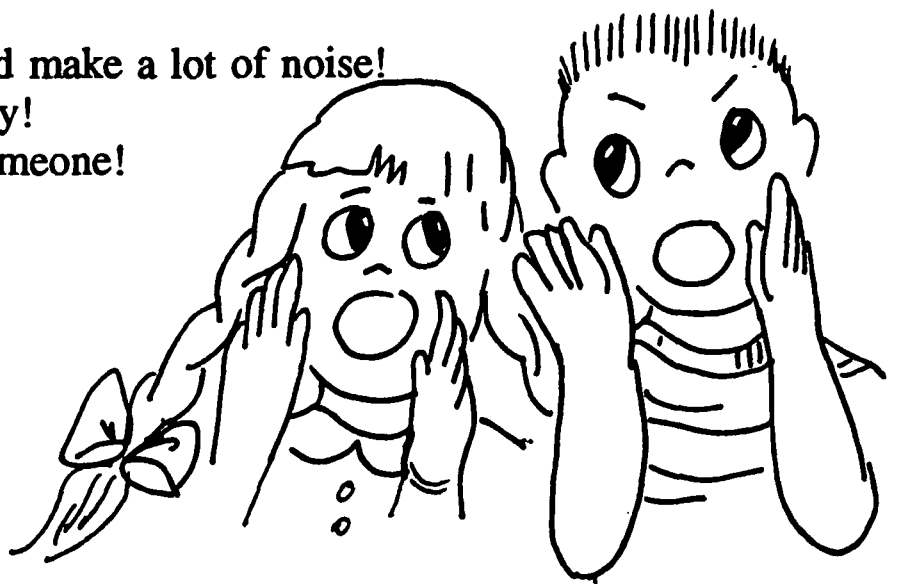
- ☐ Spend as usual
- ☐ Remove the Christmas decorations early
- ☐ Go out of town
- ☐ Avoid New Year's parties
- ☐ Attend a New Year's party
- ☐ Have a New Year's party
- ☐ Spend time with only a few friends
- ☐ Write in your journal your hopes for the new year
- ☐ Go to a movie
- ☐ Go to bed early



HOW TO BE SAFER


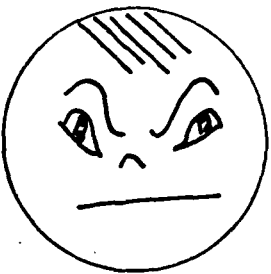
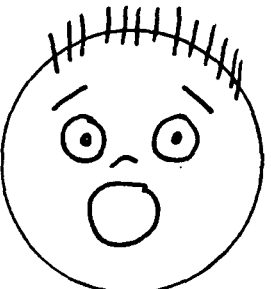


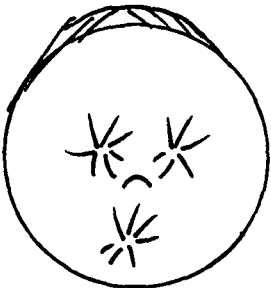
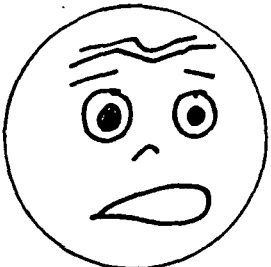


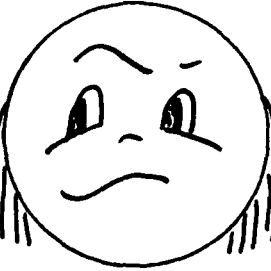



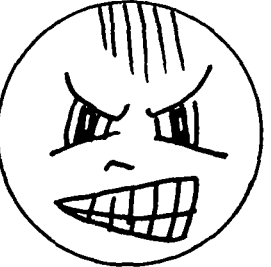

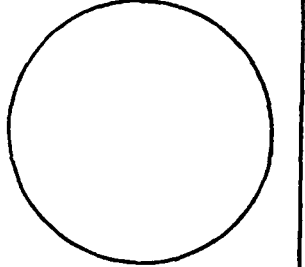
1. Always let my parents or sitter know where I am going.
2. Call my parents or sitter if I am going to be late.
3. Play in groups.
4. Know which of my friends parents or sitters are home and can help me.
5. Do not talk to strangers even if they need directions or offer me candy.
6. It is OK to walk away from strangers and not answer their questions.
7. It is OK to say "NO" if anyone wants to touch me in my private parts or where I am not comfortable.
8. My parents love me and I can tell them anything. They will help and protect me. I do not have to keep secrets from them.
9. My rules to be safe are:

I can **SAY NO!**
I can **YELL** and make a lot of noise!
I can **RUN** away!
I will **TELL** someone!





HOW I FEEL ABOUT THINGS

			
SAD	MAD	SCARED	HAPPY
			
GUILTY	WITHDRAWN	SHOCKED	BASHFUL
			
TIRED	JEALOUS	LONELY	MISERABLE
			
CONFUSED	ENRAGED	LOVING	DON'T KNOW



Law Enforcement Response



Initial Response to Missing Child Cases

I. Initial Response to Missing Child Cases by Law Enforcement

A. Law enforcement components

1. Administrative
2. First responder
3. Supervisor
4. Investigative
5. Search

B. Initial approach

1. Importance
2. Attitude

C. Case stages

1. Immediate activities
 2. Follow-up activities
 3. Recovery/reunification activities
-



D. Administrative component

- 1. Immediate activities**
 - a. Intake call**
 - b. Dispatch initial patrol vehicle**
 - c. "Initial" local/regional radio broadcast**
 - d. "Initial" NLETS message**
 - e. Activate preplanned media protocol**

E. First responder component

- 1. Immediate activities**
 - a. Confirm report**
 - b. Confirm initial radio broadcasts**
 - c. Search the home**
 - d. Secure the area**
 - e. Make notification/prepare report**
-



F. Supervisor activities

1. Immediate activities
 - a. Debrief first responder
 - b. Establish command post
 - c. Establish perimeter patrol
 - d. Brief search team coordinator
 - e. Brief investigative team

G. Investigative activities

1. Immediate activities
 - a. Debrief first responder and supervisor
 - b. Review victim data form and/or incident report
 - c. Begin interview process
 - d. Inform investigative supervisor
 - e. Conduct sighting interviews
-



H. Search team activities

1. Immediate activities

a. Conduct debriefings

1) First responder

2) Supervisor

3) Investigative team

b. Review victim data form and/or incident report

c. Analyze area information

d. Select appropriate search technique

e. Mobilize appropriate resources



Victim and Family Data Sheet

Type of Case: _____	Case # _____
Agency: _____	
Date: ____/____/____	Time: _____ Investigator: _____

Name:

Last: _____ Sex: _____ Race: _____
First: _____ Ethnicity: _____
Middle: _____
Nicknames: _____ Nationality: _____
Aliases 1): _____
2): _____

Date of Birth: _____ Alias D.O.B's: _____
Age (current): _____ (when missing): _____
Looks (check one): Age _____ Older than Age: _____ Younger than Age: _____
Birth State: _____ City _____
Birth Hospital/Address: _____

School Name: _____ Address: _____ Grade: _____
Current Grades: _____ Attendance Record: _____

Social Security #: _____ Receives Checks (Y/N): _____

Hair: Color: _____ Eyes: Color: _____
Style: _____ Vision Rating: _____/_____
Length: _____ Glasses: _____
Facial: _____ Contacts: _____

Hair Samples Collected From: _____ Pets _____ Victim _____ Mother _____ Father _____ Siblings
Other: _____

Complexion: _____

Teeth: Appearances: _____
Dental Available: _____ From: _____
Braces (Y/N): _____

Skeletal: Stature: _____ Stance: _____
Abnormalities: _____
Breaks (etc.): _____
X-Rays Available: _____ From: _____
Missing Organs: _____

Size: Height: _____ Weight: _____
Small for Age: _____ Average for Age: _____ Large for Age: _____

Initial Response to Missing Child Cases

Identifying Features: Scars: _____
Birth Marks: _____
Tatoos: _____
Circumcised: _____ Hearing Impaired: _____
Speech Impaired: _____
Accent: _____ Dialect: _____
Describe Child in Your Own Words: _____

Clothing: (Describe clothing available or usually worn)

Item Type	Style	Size	Color

Unusual Clothing with Subject: _____

Jewelry: _____

Religion: _____ Cult Activity? _____

Gang Member (Y/N): _____ Gang Name: _____

Hobbies: _____

Interests: _____

Habits: _____

Occupation: _____

Trade Licenses: _____

Place of Employment: _____

Supervisor's Name: _____ Phone: _____

Identification: Driver's License #: _____ State _____

Professional Licenses: _____

Immigration #: _____ Military ID # _____

Passport/Visa #: _____



Initial Response to Missing Child Cases

Available Funds: Cash: _____ Checks: _____
Credit Cards: _____
Gas Cards: _____
Bank: _____ Acct #: _____ Balance: _____
Bank: _____ Acct #: _____ Balance: _____
Bank: _____ Acct #: _____ Balance: _____

Medical: Medication: _____ Runs Out: _____
Disability: _____
Blood Type: _____ Pregnant? _____
Uses Illegal Drugs? _____
Uses Alcohol (Y/N): _____ Extent: _____
Right or Left Handed: _____
Physician's Name: _____
Physician's Address: _____ Phone: _____

Mental State: Depressed? _____
Despondent? _____
Emotional? _____
Changes in Behavior? _____
Peer Relationships? _____
Missing Before (Y/N) _____ Recovered Where? _____
Perceived/Possible Problems at Home: _____

Footprints Available: _____ Date Taken: _____
Fingerprints Available: _____ Date Taken: _____
Fingerprint Class (NCIC): _____
Fingerprints (Henry Class): _____

N.C.I.C. Computer Classification: _____

Photograph Available: _____ Date Taken: _____

Vehicle: Owner: _____ Relationship _____
Make: _____ Model: _____
Year: _____ Type/Style: _____
Color: _____ Condition: _____
Tag Number: _____ Vin #: _____ State: _____

History of Custody Orders: _____

History of Court Involvement (Arrests, etc.): _____



Initial Response to Missing Child Cases

Knowledge of Survival Skills: _____

Family Life Style (Married, Divorce): _____

Possible Direction of Travel: _____

Why? _____

Child Last Seen by:

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____

Date Last Seen: _____ Location Last Seen: _____

In the Company of: _____

Acquaintances/Girl-Boy Friends:

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____

Address: _____ Phone #: _____

Knows Victim How: _____



Initial Response to Missing Child Cases

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Knows Victim How: _____

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Knows Victim How: _____

The Family Tree

Guardians:

Present: _____
Address: _____ Phone #: _____

Prior: _____
Address: _____ Phone #: _____

Mother:

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Biological / Step / Adoptive: _____
Other Information: _____

Father:

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Biological / Step / Adoptive: _____
Other Information: _____

Sister:

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____



Initial Response to Missing Child Cases

Brother:

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Sister:

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Brother:

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Mother's Side of the Family

Grandmother (Mother's Side):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Grandfather (Mother's Side):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Aunts (Mother's Side):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____



Initial Response to Missing Child Cases

Uncles (Mother's Side):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Father's Side of the Family

Grandmother (Father's Side):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Grandfather (Father's Side):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Aunts (Father's Side):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Uncles (Father's Side):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____



Initial Response to Missing Child Cases

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Distant Relatives (Close to Family—Neices, Nephews, etc.):

Name: _____ D.O.B.: _____ Age: _____
Address: _____ Phone #: _____
Soc. Sec. #: _____ D.L. #: _____
Passport #: _____ Employer: _____
Other Information: _____

Use additional pages to provide further information.

S256A96



Police Response

- **Critical Hours**
- **Type of Response**
- **Intensity of Resources**

Factors Influencing Response

- **Perceived threat to child**
- **Departmental organization/resources**
- **Departmental policy**
- **Existence of pre-plan**

Law Enforcement Response: Dispatch

- **Intake and preserve initial report**
- **Obtain basic facts**
- **Dispatch officer**
- **Broadcast known details**

8 Law Enforcement Tasks

- **Determine validity of abduction**
- **Obtain the "victimology"**
- **Conduct the neighborhood investigation**
- **Set up command center**

8 Law Enforcement Tasks (con't)

- **Establish support services**
- **Establish liaison with victim's family**
- **Set up media procedures**
- **Conduct searches**

Determining Validity

- **Assume worst until proven otherwise**
- **Location**
- **Time of day**
- **Potential witnesses**
- **Area search**
- **Child's history**

Victimology

- **Physical description**
- **Photographs**
- **Friends/relatives/siblings**
- **Problems**
- **Interests**

Victimology (con't)

- **Relationship between abduction scene + child's routine**
- **Parental attitudes**
- **Family's financial status**
- **Child's room**

Neighborhood Investigation

- **Conduct as soon as possible**
- **Keep officers free from CFS**
- **ID any possible witnesses**
- **Obtain positive identification of all persons**
- **Note and recontact vacant locations**
- **Utilize detailed maps**

Neighborhood Investigation

- **Appoint single N.I. coordinator**
- **Photograph and videotape neighborhood**
- **Determine dynamics of neighborhood**
- **Determine history of neighborhood**
- **ID areas where victim could be taken**
- **ID areas where suspect may have been**
- **Check for prior attempts**

Case Organization & Management

- **Administrative Head**
- **Lead Investigator**
- **Media Coordinator**
- **Support Coordinator**
- **Special Operations Coordinator**
- **Pre-planned mutual aid**

Command Center

- **Away from victim's home**
- **Accommodate large number of phones/personnel**
- **Some degree of privacy/security**
- **Nearby area for media briefings**
- **Amenities**
- **Information management system**
- **Tip lines**
- **Trap and Trace**

Liaison Officer at Victim's Residence

- **Brief family**
- **Trap and Trace**
- **Log and record**
- **Contact with command center**
- **Screen and log visitors**
- **Record tags**

Liaison Officer at Victim's Residence (pt. 2)

- **Secure the residence**
- **Search thoroughly**
- **Photographs of victim**
- **Enhance victim information**
- **Obtain "key" information (unique to victim)**
- **Interview friends**
- **Obtain letters, diaries, etc.**
- **Obtain fingerprints, hair samples**

Liaison Officer at Victim's Residence (pt. 3)

- **Counsel victim's family**
- **Explain procedures**
- **Prepare family for emotional stages/changes**
- **Link family with appropriate support**
- **Help family meet basic needs**
- **Provide a sense of security and professionalism**

Search Coordinator

- **Organize both ground and air searches immediately**
- **Law enforcement present w/all search elements**
- **Utilize all resources**
- **Logistical support**
- **Positive ID on all searches**

Media Coordinator

- **Single spokesperson**
- **Prepared statement**
- **Anticipate questions**
- **No deadlines for results**
- **Give law enforcement number only**
- **Reward information**



Victim's Perspective—Family Abduction
Psychological Impact on Agencies
and Communities
Reunification Issues



Impact of Child Abduction, Recovery, and Reunification on Children, Families, Communities, and Service Providers

I. Introduction

A. Overview of presentation

B. Background

1. Professional

2. Personal

II. Consequences of Child Abduction on the Family

A. Prestressors

B. Reactions

1. Cognitive

2. Emotional



3. Social

4. Spiritual

5. Physical

6. Financial

7. Behavioral

III. Consequences of Child Abduction on the Child

A. Prestressors

B. Reactions

1. Cognitive

2. Emotional



3. Social

4. Spiritual

5. Physical

6. Financial

7. Behavioral

IV. Consequences of Child Abduction on the Community

A. Fight

B. Flight

C. Freeze

V. Recovery and Reunification

A. Recovery



B. Reunification

1. Short term
2. Long term

VI. Needs of Victims

- A. Safety and security
- B. Ventilation and validation
- C. Prediction and preparation
- D. Restoration and restitution

VII. Benefits of Knowledge

VIII. Impact on Service Providers

- A. Making a difference
-



B. Healing an unresolved trauma

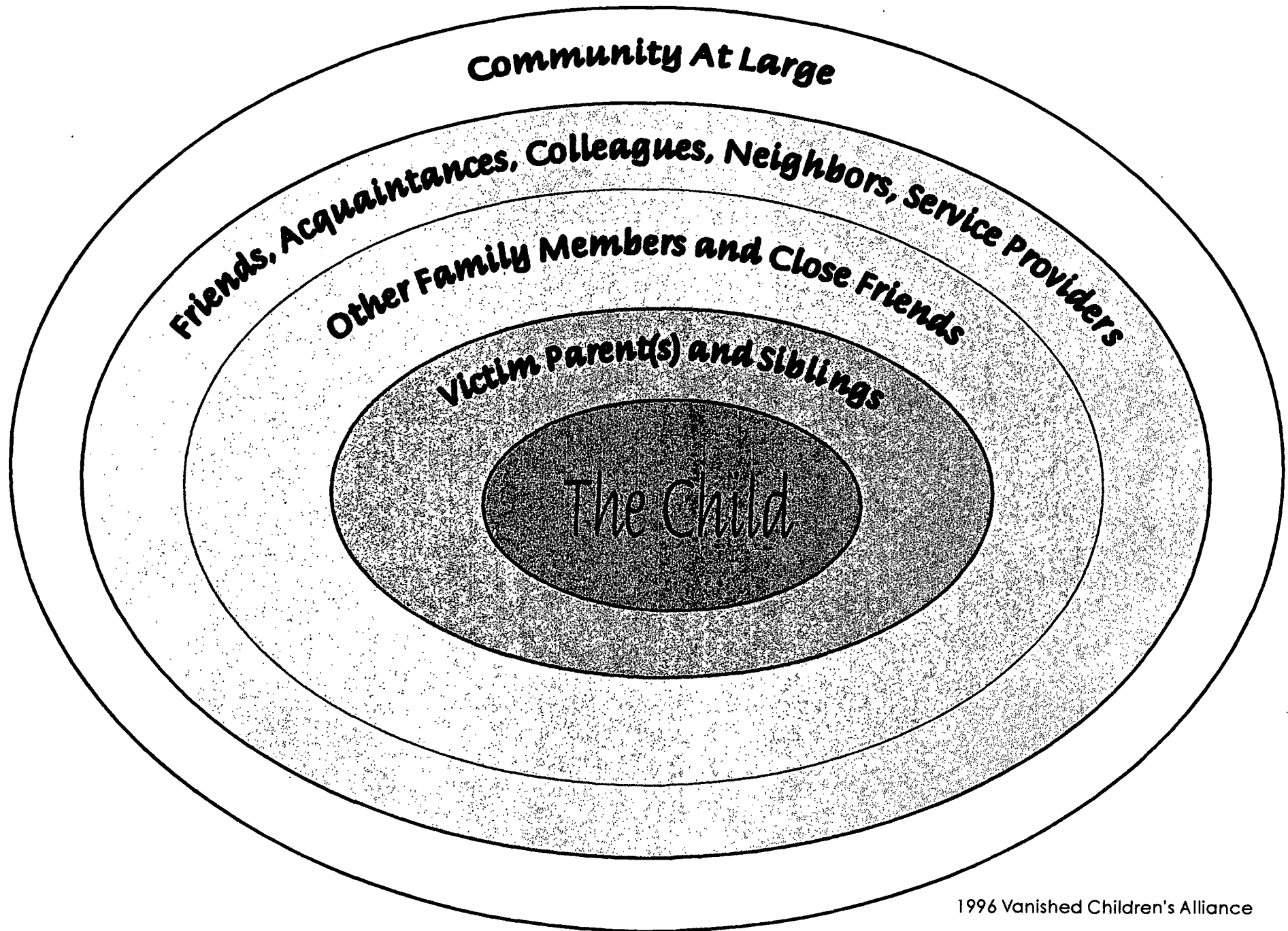
C. Vicarious victimization

D. Compassion fatigue

S256D96



The Emotional Aftermath of a Child Abduction





CHILD ABDUCTION

TRAUMA TO THE CHILD AND FAMILY IS INFLUENCED BY:

- The individual and family pre-stressors
- The individual coping styles and reactions
- Their internal and external assets
- The type of case
- The relationship to the abductor
- How the child was taken
- The age and maturity of the child
- What the child was told about being taken
- What happened to the child while he / she was gone
- The length of time the child was gone
- How the child was recovered
- How the reunification was handled
- The short and long term professional support and intervention provided
- The experience with the criminal justice system and service providers
- The reactions of others to the abduction



REACTIONS TO A MISSING OR ABDUCTED CHILD

- Cognitive

- Emotional

- Social

- Spiritual

- Physical

- Financial

- Behavioral



NEEDS OF VICTIMIZED CHILDREN
AND THEIR FAMILIES

- **Safety and Security**
- **Ventilation and Validation**
- **Prediction and Preparation**
- **Restoration and Restitution**





NATIONAL HEADQUARTERS
2095 Park Ave. • San Jose, CA 95126

16 Years of Dedicated Service in Preventing
& Recovering Missing & Abducted Children

(408) 296-1113 • Fax: (408) 296-1117 • e-mail: vca001@aol.com

Helpful Suggestions for Parents Recovering Their Abducted Children

by Georgia K. Hilgeman, M.A.

Executive Director, Vanished Children's Alliance

Your child was missing and is about to be or has been reunified with you. Below are some suggestions intended to assist you with the adjustment of your child and family. Keep in mind that this is meant as a guide. No two children or families react in the same way.

What to do when initially reunited with your abducted child

1. Prior to the reunion, have an experienced mental health professional assist in meeting the child and explaining to him/her what has happened and what will happen next. The therapist should help to prepare the child for the reunion.
2. Reunification should not occur in the presence of the abductor.
3. You should remain as calm as possible and speak in a soothing voice. Loud, emotional outbursts could additionally frighten the child.
4. Physical contact with the child should proceed slowly and carefully. (Hugs, kisses, pats on the back might scare him/her.)
5. Situate yourself to be at eye level with your child. This puts your child on an equal level with you and is a form of empowerment.
6. Do not disparage the abductor in front of the child. Separate the deed from the doer. Focus on how the child is and how the child is feeling.
7. Let the child know what will occur, i.e. you'll be going home together, law enforcement will need to speak to the child/family.
8. If the child asks what is going to happen to the abductor, explain that the abductor is probably going to have to go to court and tell the judge why (s)he took the



child. Right now that person is safe. You can then redirect the conversation by saying that you are happy to see the child and you'll keep the child informed as you are informed.

9. If possible, limit the number of people at the reunification. Avoid extended family, friends, and media at the initial reunion.
10. Reassure the child that you understand he/she might be feeling frightened but that everything will be okay and that you love and will protect him/her.
11. Bring past photographs of the child and you together, and perhaps a past favorite toy that the child might remember, making them available to the child.
12. Whenever possible, give the child some choices for acquiring an improved sense of control (i.e. Would you like a soft drink? What kind? Would you like it in the can or in a glass?)
13. Allow the child to be and feel what he/she is feeling within safety limits. The child may appear frozen (usually indicates frozen fright or numbing), or demonstrate one or more of the following behaviors: crying, screaming, laughing, giggling, fighting, hitting, pulling, biting, urinating, compliance.
14. The child should get an immediate physical exam.

When you arrive home

1. Explain and show the child around the house, where he/she will sleep, where important articles are.
2. Insulate the child from numerous people. Try to spend some individual/special time with the child that will improve his/her adjustment.
3. Be careful what you say to the child or in the presence of the child (i.e. on the phone or to someone else) about the surrounding events or the abductor.
4. When well-wishers are allowed, set boundaries, times, and established allowable statements to make in the presence of the child.
5. Remember to positively interact with your other children and your partner. Unspoken jealousies can begin here.



6. Ensure your child's safety. The child may fear reabduction. (i.e. in the front yard, to and from school, when seeing the abductor in court)
7. Respect the child's need for physical or emotional space or child's need for safety and security by following you or clinging to you.

Ongoing - After initial homecoming

1. The child may initially be compliant and later need to express some independence by acting out and testing limits.
2. Establish clear, loving boundaries.
3. Encourage your child and give positive reinforcement for good behavior.
4. Consequences for misbehaving should be discussed with the child in advance and should never include physical punishment. These might include time out, removal of toys or privileges for a reasonable period of time. Consequences should always be employed in a calm manner and followed through completely. The child should never feel your love is conditional or that his/her behavior could impact that.
5. Involve your child and family in individual or family therapy. Interview therapists and select one who has a positive track record working with missing or abducted children, abused children, or victims of crime. Check with your local Victim Witness program or the Vanished Children's Alliance for referrals. Check to see if you, your child, and family might qualify for state victim compensation to cover some of the therapy costs.
6. When your child attends school, inform the school of safety concerns. Provide the school with a copy of your custody order if applicable. Determine school's release policy, adult office check-in policy, and insure that the school has a school call back program.
7. Ask neighbors to advise you if any people or cars seem to be monitoring your residence, your child's school, or play areas.
8. Make sure you have necessary and current custody orders and that you have several file-endorsed copies readily available.
9. Have your child photographed and fingerprinted and a current, completed VCA I.D. sheet always on hand.



10. Your child, at some point, is likely to have contact with an abducting parent. If it looks like this may occur, try to have the abducting parent receive only supervised visitation and/or be required to post a sizeable bond.
11. Make sure your child knows his/her correct name, address, phone number, your full name and who he/she can go to for help when away from you.
12. There are many ways to communicate the anger that you are probably feeling about what has happened (i.e. verbally, voice tone and/or body language). Be aware, however, that children are often very self-centered. They are the center of their universe and thus feel responsible for all that happens around them. Your child may feel responsible for what has happened to him/her as well as feeling that he/she has caused your anger or pain.
13. Many parents live day to day dreaming of their recovery of their children. The fantasy often includes the scenario of living happily ever after once reunited. The reality, however, is that just as you have been changed by the experience, so have they... perhaps even more. Although the clock cannot be turned back, a "new normal" can be established.
14. It is difficult to assess the long-term ramifications of child abduction on children. We see the entire spectrum, from positive reconstruction of their lives to post traumatic stress disorder. We encourage you to get necessary early family intervention to reduce the likelihood of long-term negative consequences.
15. Allow your child to speak about his/her experience and to share both positive and negative experiences he/she had while missing. If your child expresses a positive feeling or experience about or with the abductor, it is not a reflection on you. In the long run, by allowing open and honest communication you will be the catalyst to your child's healing.
16. Develop a support system for yourself. Your parenting job is a big one and you are not superhuman. Take care of yourself. This is not selfish. On the contrary, by modeling self care and self respect your child(ren) may also develop these characteristics. If you model being a martyr, your child is also likely to view himself/herself as a victim; a role that can perpetuate itself into adulthood. You cannot change the past but you can change how you look at it and thus create a brighter future.

For additional information or advice contact the Vanished Children's Alliance at 408/296-1113.

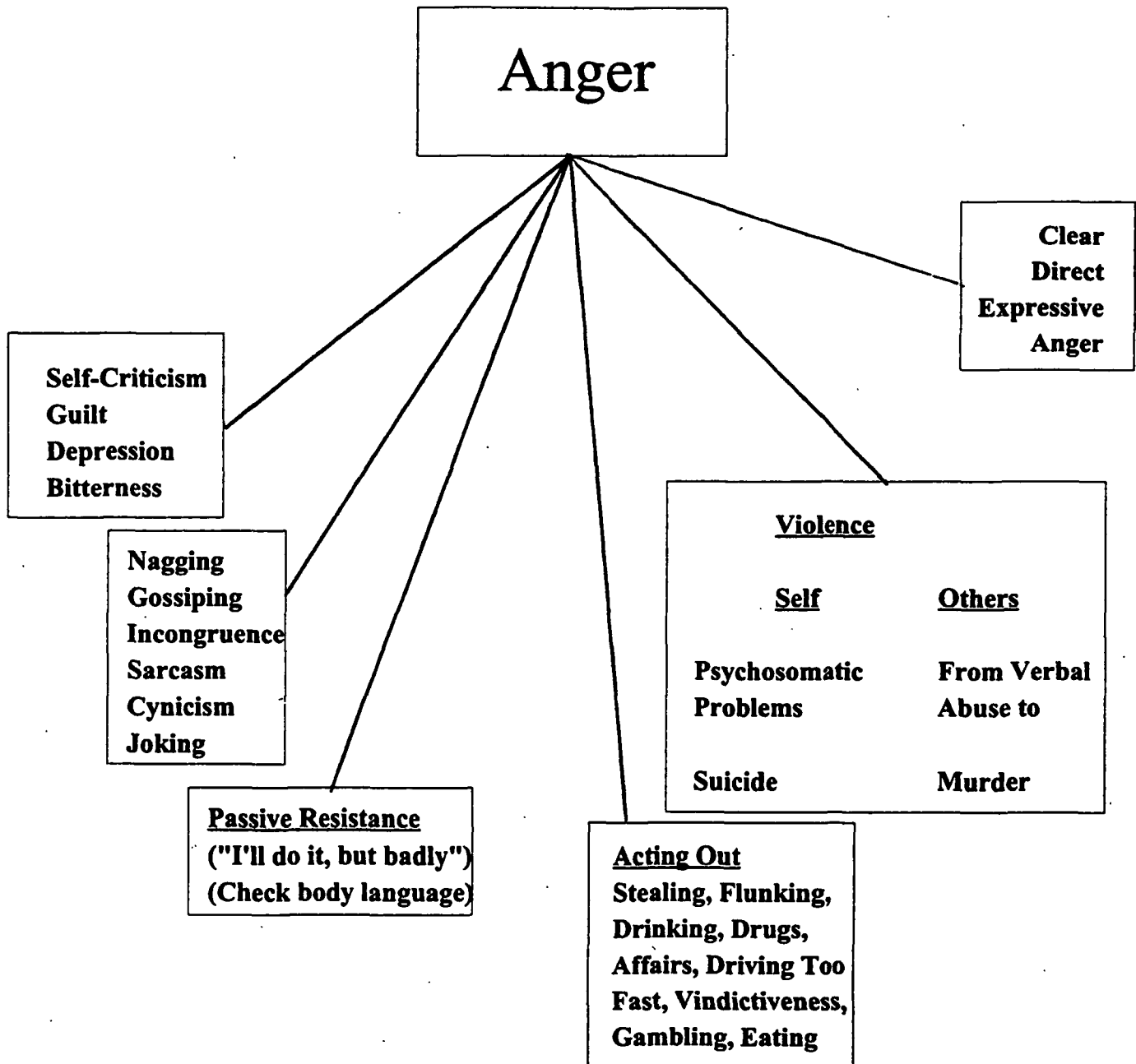


TIPS FOR PROFESSIONALS WORKING WITH MISSING AND ABDUCTED CHILDREN AND THEIR FAMILIES

- Respond to their emotional and physical needs.
- Help them to feel safe and secure.
- Provide opportunities for them to regain control by giving them choices and decision making power.
- Allow them to talk about the experience. Listen carefully and intently.
- Validate their experience. Give acknowledgment and acceptance that their reactions are normal.
- Assist with details of daily life.
- Tell them the truth. Help them to predict and prepare for what is upcoming.
- Provide them with information on where, when, and how. This allows them some sense of control over what is happening to them.
- Stay in the present.
- Use “I” messages vs. “You” messages.
- Make appropriate referrals.
- Make follow up contacts and check-ins.
- Take care of yourself.



Choices for Venting Angry Feelings





SELF-SABOTAGING

1. Blaming others

Message: "If only you'd done something differently, I wouldn't be in the predicament I'm in. It's your fault, and I'm not responsible."

Desired change: Own up to the feelings and behavior. Establish whether you really are at fault.

2. Lack of focus

Message: Wasting a lot of time, or working on unproductive goals.

Desired change: Defining what you want out of life is the first step to getting it.

3. Not being informed

Message: Assuming that things that aren't true or basing decisions on hunches, feelings or impulses without regard for the facts.

Desired change: Information is power and should be used when available.

4. Being surrounded by negative people

Message: Self-saboteurs tend to surround themselves with discouraging people who treat them as though they'll never amount to much. These views are contagious and erode self-esteem.

Desired change: You can choose the people who act as your significant others.

5. Expecting failure

Message : "I can't do it." The self-fulfilling prophecy leads to expectations of failure.

Desired change: You get what you expect expect the best!

6. Being unable to learn from others

Message: Being closed to new ideas, new approaches, not setting up constructive role models, having the attitude "I'll do it myself!"

Desired change: Ask questions, seek expert advice, try to look outside of yourself for answers to problems you have.

7. Self-defeating thinking patterns

Message: Either/or thinking; taking things personally; disregarding the positive

Desired change: Recognize when thoughts are retarding change

Most of us accept success as the norm. It's how we deal with failures that determines what we get out of life and how we cope with life.



Effective Practices for NPO's and State Clearinghouses



HOW TO PREPARE A VICTIM FOR THE MEDIA

- * MAKE SURE (S)HE KNOWS HIS OR HER RIGHTS AS A CRIME VICTIM.**
- * PROVIDE THE VICTIM WITH AN OVERVIEW OF HOW THE MEDIA WORKS.**
- * WHEN A REPORTER IS COMING TO INTERVIEW A VICTIM, SHARE YOUR KNOWLEDGE ABOUT THAT REPORTER WITH HIM OR HER, PARTICULARLY ALL OF THE POSITIVE ASPECTS OF THE REPORTER'S CAREER OF WHICH YOU ARE AWARE. CITE EXAMPLES OF GOOD STORIES THAT THE REPORTER HAS WRITTEN OR COVERED.**
- * EXPLAIN TO THE VICTIM THE SETTING AND PLAYERS INVOLVED IN AN INTERVIEW, IE., REPORTER, CAMERAPERSON, SOUND TECHNICIAN, EQUIPMENT, ETC.**
- * EXPLAIN THAT THE FINAL STORY WILL BE EDITED, AND ADVISE THE VICTIM TO KEEP HIS OR HER ANSWERS SHORT AND TO THE POINT (ESPECIALLY FOR ELECTRONIC MEDIA).**
- * PLAN IN ADVANCE WHOM THE VICTIM WISHES TO HAVE PRESENT AT THE INTERVIEW, IE., FAMILY MEMBERS, MINISTER, FRIEND, ETC.**
- * ASK THE VICTIM IN ADVANCE WHERE (S)HE IS MOST COMFORTABLE SITTING. MAKE THAT AREA OF THE ROOM AS PLEASING AS POSSIBLE FOR ANY CAMERAS.**
- * ASK THE VICTIM IF (S)HE WISHES TO HAVE A SPECIFIC TIME LIMITATION ON THE INTERVIEW. IF A TIME LIMIT IS PROPOSED, INFORM THE REPORTER IN ADVANCE OF THE VICTIM'S WISHES.**
- * IF THE VICTIM WISHES TO HAVE A PHOTOGRAPH OR VISUAL AID, BE SURE IT IS READILY AVAILABLE AT THE TIME OF THE INTERVIEW.**
- * HELP THE VICTIM LOOK HIS OR HER BEST.**
- * HELP THE VICTIM PREPARE A THIRTY-SECOND STATEMENT, WHEN APPLICABLE.**
- * IF THE VICTIM HAS CERTAIN ISSUES (S)HE WISHES TO DISCUSS, PREPARE A WRITTEN OVERVIEW OF THESE TOPICS. PROVIDE THIS INFORMATION TO THE REPORTER IN ADVANCE OF HIS/HER ARRIVAL.**



VICTIMS' RIGHTS IN THE MEDIA

*** YOU HAVE THE RIGHT TO SAY "NO" TO AN INTERVIEW**

Never feel that because you have unwillingly been involved in an incident of public interest that you must personally share the details and/or your feelings with the general public. If you decide that you want the public to be aware of how traumatic and unfair your victimization was, you do not have to automatically give up your right to privacy. By knowing and requesting respect for your rights, you can be heard and yet not violated.

*** YOU HAVE THE RIGHT TO SELECT THE SPOKESPERSON OR ADVOCATE OF YOUR CHOICE**

Selecting one spokesperson - especially in multi-victim cases - eliminates confusion and contradictory statements. You also have the right to expect the media to respect your selection of a spokesperson or advocate.

*** YOU HAVE THE RIGHT TO SELECT THE TIME AND LOCATION FOR MEDIA INTERVIEWS**

Remember, the media is governed by deadlines. However, nobody should be subjected to a reporter arriving unannounced at the home of a victim. When you are traumatized, your home becomes your refuge. If you wish to protect the privacy of your home, select another location such as a church, meeting hall, office setting, etc. It helps if you are familiar and comfortable with the surroundings.

*** YOU HAVE THE RIGHT TO REQUEST A SPECIFIC REPORTER**

As a consumer of daily news, each of us identifies with or respects a reporter whom we may never have met. We often form personal opinions about reporters whom we feel are thorough, sensitive, compassionate and objective. If a newspaper, radio station, or television station contacts you for an interview, don't hesitate to request the reporter you feel will provide accurate and fair coverage of your story.



*** YOU HAVE THE RIGHT TO CONDUCT A TELEVISION INTERVIEW USING A SILHOUETTE OR A NEWSPAPER INTERVIEW WITHOUT HAVING YOUR PHOTOGRAPH TAKEN**

There are many ways for media professionals to protect your physical image without using your photograph or film footage of you, therefore protecting your identity.

*** YOU HAVE THE RIGHT TO COMPLETELY GIVE YOUR SIDE OF THE STORY RELATED TO YOUR VICTIMIZATION**

If you feel that a reporter is not asking questions which need to be addressed, you have the right to give a personal statement. And if the alleged or convicted offender grants interviews which are inaccurate, you have the right to publicly express your point of view.

*** YOU HAVE THE RIGHT TO REFRAIN FROM ANSWERING REPORTERS' QUESTIONS DURING TRIAL**

If there is any chance of jeopardizing your case by interacting with the media during judicial proceedings, you have the right to remain silent.

*** YOU HAVE THE RIGHT TO FILE A FORMAL COMPLAINT AGAINST A REPORTER**

A reporter's superior would appreciate knowing when his or her employee's behavior is unethical, inappropriate or abusive. By reporting such behavior, you will also protect the next unsuspecting victim who might fall prey to such offensive reporters or tactics.

*** YOU HAVE THE RIGHT TO GRIEVE IN PRIVACY**

Grief is a highly personal experience. If you do not wish to share it publicly, you have the right to ask reporters to remove themselves during times of grief.



*** YOU HAVE THE RIGHT TO KNOW IN ADVANCE WHAT DIRECTION THE STORY ABOUT YOUR VICTIMIZATION IS GOING TO TAKE**

You have the right to know what questions reporters will ask you, along with the right to veto any question. This places you in a partnership with the reporter who is covering the story.

*** YOU HAVE THE RIGHT TO REVIEW THE STORYLINE PRIOR TO PUBLICATION**

Articles are reviewed and revised by editors who have neither seen nor spoken to you. All too often, victims' statements and the intended impact of their statements are misinterpreted or inaccurate. To protect your interests and the message you wish to convey, you have the right to request final review of the storyline.

*** YOU HAVE THE RIGHT TO AVOID A PRESS CONFERENCE ATMOSPHERE AND SPEAK TO ONLY ONE REPORTER AT A TIME**

At a time when you are in a state of shock, a press conference atmosphere with numerous reporters can be confusing and emotionally draining. If a press conference is absolutely unavoidable, you have the right to select one reporter to ask questions for the majority present.

*** YOU HAVE THE RIGHT TO DEMAND A CORRECTION WHEN INACCURATE INFORMATION IS REPORTED**

All news mediums have methods of correcting inaccurate reporting or errors in stories. Use these means to correct any aspect of media coverage which you feel is inaccurate.

*** YOU HAVE THE RIGHT TO ASK THAT OFFENSIVE PHOTOGRAPHS OR VISUALS BE OMITTED FROM AIRING OR PUBLICATION**

If you feel that graphic photographs or visuals are not the best representation of you or your loved ones, you have the right to ask that they not be used.



*** YOU HAVE THE RIGHT TO REFUSE AN INTERVIEW WITH A SPECIFIC REPORTER EVEN THOUGH YOU HAVE GRANTED INTERVIEWS TO OTHER REPORTERS**

You may feel that certain reporters are callous, insensitive, uncaring or judgmental. It is your right to avoid these journalists at all costs. By refusing to speak to such reporters, you may help them recognize their shortcomings in reporting victim-related stories. However, recognize that the reporter may write the story regardless of your participation.

*** YOU HAVE THE RIGHT TO SAY "NO" TO INTERVIEWS EVEN THOUGH YOU HAVE PREVIOUSLY GRANTED INTERVIEWS**

It's important to recognize that victims often ride an emotional "roller coaster". You may be able one day to talk with a reporter, and be physically or emotionally unable to do so the next. Victims should never feel "obliged" to grant interviews under any circumstances.

*** YOU HAVE THE RIGHT TO RELEASE A WRITTEN STATEMENT THROUGH A SPOKESPERSON IN LIEU OF AN INTERVIEW**

There may be times when you are emotionally incapable of speaking with the media, but you still wish to express your point of view. Writing and distributing your statement through a spokesperson allows you to express your views without personally granting interviews.

*** YOU HAVE THE RIGHT TO EXCLUDE CHILDREN FROM INTERVIEWS**

Children already suffering from the trauma of crime are often retraumatized by exposure to the media. Children often lack the means to verbalize their emotions and may be misinterpreted by both the media and the public. You have a responsibility to protect the interest of children at all costs!

*** YOU HAVE THE RIGHT TO REFRAIN FROM ANSWERING ANY QUESTIONS WITH WHICH YOU ARE UNCOMFORTABLE OR THAT YOU FEEL ARE INAPPROPRIATE**

You should never feel you have to answer a question just because it's asked.



**Resources for Families, Children,
and Agencies**



Outline

I. Range of Services

II. Federal Agencies

III. State/Public Agencies

IV. Nonprofit Organizations

V. Resource Centers

VI. Access

S256D96





U.S. Department of Justice

Office of Justice Programs

Office for Victims of Crime

The mission of the Office for Victims of Crime (OVC) is to enhance the Nation's capacity to assist crime victims and provide leadership in changing attitudes and practices to promote justice and healing for all victims of crime. OVC administers the Crime Victims Fund (Fund) which was authorized by the Victims of Crime Act of 1984 (VOCA), as amended. The Fund consists of criminal fines, forfeited bail bonds, penalty fees, and special assessments collected by U.S. Attorneys, the U.S. Courts, and the Federal Bureau of Prisons. OVC makes awards annually to state crime victim assistance and compensation programs to supplement state funding for victim services. In addition, OVC provides victim assistance training and technical assistance for criminal justice personnel and direct service providers. Exploited children, families of missing and exploited children, and professionals investigating, prosecuting, and providing direct services are eligible to participate in OVC sponsored programs.

What services are available?

Crime Victim Compensation: Crime victim compensation is the direct payment to, or on the behalf of, a crime victim for crime-related expenses such as medical bills, mental health counseling, funeral costs, and lost wages. Every state administers a crime victim compensation program. Most programs have similar eligibility requirements and offer a comparable range of benefits. The typical program requires victims to report crimes to police in a timely manner and to file claims within a fixed period of time. Each year, OVC uses VOCA funds to supplement state resources; states receive a grant based on 40 percent of the amount of compensation benefits made by the state in a previous year.

Crime Victim Assistance: Crime victim assistance programs are direct service programs that provide services such as crisis intervention, counseling, emergency transportation to court, temporary housing, and criminal justice support and advocacy. All states receive VOCA victim assistance grant funding, and states, in turn, award subgrants to community based public and non-profit organizations such as domestic violence shelters, child abuse programs, victim services in law enforcement agencies and prosecutor's offices, hospitals, and social service agencies that serve crime victims. Each state receives a base amount of \$200,000 plus a percentage of the remaining amount based upon population.

Training and Technical Assistance: OVC's Trainers Bureau improves services to crime victims by providing training and technical assistance to victim assistance programs and agencies that serve crime victims. The Trainers Bureau is designed to assist federal, state, and local agencies in addressing training, administrative, and programmatic issues.

Immediate Response to Emerging Problems (IREP): OVC's IREP Program is designed to improve services to communities that have experienced crimes resulting in multiple victimizations. The program provides rapid response, limited technical assistance based upon the needs of victim service agencies, federal, state, and local criminal justice agencies, U.S. Attorney's offices, Native American tribes, or other agencies that assist crime victims.

Information Dissemination: OVC's Resource Center provides victim-related information to practitioners, policymakers, researchers, and crime victims. The OVC Resource Center collects, maintains, and disseminates information about national, state, and local victim-related organizations, and about state programs that receive funds authorized by VOCA. The OVC Resource Center is a component of the National Criminal Justice Reference Service (NCJRS), the world's largest criminal justice information clearinghouse. 1-800-627-6872

Who are the primary recipients/target groups of these services?

- o Child victims of exploitation
- o Parents and families of missing and exploited children
- o Federal, state, and local criminal justice personnel and other professionals handling cases of missing and exploited children
- o The general public, interested in child-victim information

How can these services be accessed?

Crime Victim Compensation: Applications for state crime victim compensation may be obtained from the applicable state program. See resource list.

Crime Victim Assistance: A list of local VOCA funded crime victim assistance programs may be obtained from the state VOCA victim assistance administrator. See resource list.

Training and Technical Assistance: Programs and agencies may access OVC's Trainer's Bureau by submitting, on agency letterhead, a request which: explains the problem to be addressed and why it cannot be funded with existing resources; provides information about the individuals to be trained; estimates the numbers of hours of training or days of technical assistance needed; describes the expected outcome of the assistance; and indicates the knowledge or skills required from the assistance provider/trainer. If the request is approved for funding, OVC will match trainers and/or technical assistance providers to the specific agency request. For additional information, contact the Trainer's bureau, Office for Victims of Crime, 633 Indiana Avenue N.W., Washington D.C. 20531, telephone number (202) 307-5950.

Immediate Response to Emerging Problems (IREP): Agencies and communities may access OVC's IREP Program by submitting, on agency letterhead, a request which includes the following information: a statement of facts concerning the situation; a description of the number of victims and the impact of the crime on the community; an explanation of why existing resources are inadequate; a description of the technical assistance requested and the desired outcome; and, if known, a description of the skills required by the consultants. If approved, on-site assistance usually will be short-term, generally between one and three days in duration. For additional information, contact the IREP Program, Office for Victims of Crime, 633 Indiana Avenue N.W., Washington D.C. 20531, telephone number (202) 307-5947.

Information Dissemination: The OVC Resource Center may be accessed by a toll free number (1-800-627-6872). The Resource Center uses a main menu response system for touch-tone phones or provides information specialists for those individuals using rotary phones. Numerous publications and other information are also available on the Internet.

What types of cases are these services directed towards?

OVC provides services for all child victims and their families - missing and exploited, parents of abducted children, sexual tourism cases, and child pornography.

Agency contact information

Office for Victims of Crime
U.S. Department of Justice
633 Indiana Avenue N.W.
Washington D.C. 20531 telephone (202) 307-5983 Fax (202) 514-6383



Office for Victims of Crime

OVC Fact Sheet

Advocating for the Fair

Treatment of Crime Victims

Victims of Crime Act Crime Victims Fund

The Crime Victims Fund (Fund) was authorized by the Victims of Crime Act (VOCA) of 1984. Each year, millions of dollars are deposited into this Fund from criminal fines, forfeited bail bonds, penalty fees, and special assessments collected by the U.S. Attorneys Offices, the U.S. Courts, and the Bureau of Prisons. These dollars come from offenders convicted of Federal crimes—*not from taxpayers*.

The U.S. Department of Justice (DOJ) is responsible for prosecuting criminals and for collecting the payment of fines. The Administrative Office of the U.S. Courts is responsible for providing financial information on the Fund deposits, which are held by the U.S. Treasury. Most of the money is administered by the Office for Victims of Crime (OVC) and distributed to States to fund victim assistance and compensation programs.

How many dollars have been deposited into the Fund?

When VOCA was enacted in 1984, the Fund ceiling was set at \$100 million. Amendments to VOCA in 1986, 1988, and 1990 raised the ceiling to \$110, \$125, and \$150 million, respectively. In 1992, VOCA was amended again, and the ceiling was removed.

Although deposits fluctuate from year to year, from 1985 through 1994, over \$1.2 billion has been deposited into the Fund.

How are Fund deposits disbursed?

The first \$6.2 million deposited in the Fund during Fiscal Years 1992 through 1995, and \$3 million thereafter, is available to the Administrative Office of U.S. Courts to establish a centralized, automated National Fine Center. The Fine Center was established to receive all fines and assessments, compute interest and penalties; send

monthly statements to debtors, prepare and mail delinquency and default notices for DOJ, and provide statistical information on the deposits received in the Fund.

The next \$10 million is used to improve the investigation and prosecution of child abuse cases. The \$10 million is split between the U.S. Department of Health and Human Services (\$8.5 million) and OVC (\$1.5 million.) The portion administered by OVC is used exclusively to help Native Americans improve the investigation and prosecution of child abuse cases, particularly child sexual abuse.

The remaining Fund deposits are distributed in the following ways: 48.5 percent to State compensation programs; 48.5 percent to State assistance programs; and 3 percent for training and other assistance to expand and improve the delivery of services to crime victims, including victims of Federal crimes.

VICTIM COMPENSATION

What is crime victim compensation?

Crime victim compensation is a direct payment to, or on behalf of, a crime victim for crime-related expenses such as unpaid medical bills, mental health counseling, funeral costs, and lost wages. Other compensable costs may include such expenses as eyeglasses or other corrective lenses, dental services and devices, prosthetic devices, and crime scene cleanup.

What is a crime victim compensation program?

Every State administers a crime victim compensation program through a central agency that may or may not have branch offices. These programs provide assistance to victims of both Federal and State crimes.

Although each State compensation program is administered independently, most programs have similar eligibility requirements and offer a comparable range of benefits. Maximum awards generally range between \$10,000 and \$25,000.

The typical State compensation program requires victims to report crimes to police within 3 days and to file claims within a fixed period of time. If other collateral sources of help are available, such as private insurance, compensation is paid only to the extent that the collateral resource does not cover the loss.

How can a State compensation program receive a VOCA grant?

A State is eligible to receive a VOCA compensation grant if it meets the criteria set forth in VOCA and OVC's Program Guidelines. Examples of such criteria include providing services for Federal crime victims and assisting victims who are victimized within the State when the victim resides in another State.

Which States receive VOCA compensation grants?

In FY 1995, 48 States, the District of Columbia, and the U.S. Virgin Islands received VOCA compensation grants. The State of Maine will be eligible to receive grants in FY 1996. The State of Nevada does not participate.

How are VOCA compensation grants determined?

Each eligible State receives a VOCA compensation grant that is equal to 40 percent of the amount of compensation payments made by the State in a previous fiscal year.

VICTIM ASSISTANCE

What is victim assistance?

Victim assistance includes services such as crisis intervention, counseling, emergency transportation to court, temporary housing, and criminal justice support and advocacy. Throughout the Nation, there are over 8,000 organizations that provide these and other services to crime victims. Nearly 3,000 of those organizations receive some VOCA funds.

How can a State receive a VOCA victim assistance grant?

All States, the District of Columbia, the Virgin Islands, Puerto Rico, Guam, American Samoa, and Palau (hereinafter referred to as States) are eligible to receive a VOCA victim assistance grant.

Each State (except Palau) receives a base amount of \$200,000. The remainder of the Fund that is available for VOCA assistance grants is then distributed according to population data.

Upon receiving the VOCA grant, each State awards these funds to public and nonprofit organizations to provide services to victims of crime.

How do States determine which organizations will receive VOCA grants?

Each State has discretion to determine which organizations will receive funding based upon the VOCA victim assistance guidelines and the needs of crime victims within the State.

However, VOCA assistance funds can be used only for direct services to crime victims. Services such as offender rehabilitation, criminal justice improvements, and crime prevention activities cannot be supported with VOCA assistance funds.

DISCRETIONARY FUNDS

How are the training and technical assistance discretionary funds used?

The purpose of the discretionary grant program is to improve and enhance the availability of victim services.

Each year, the Director of OVC develops a program plan to assist professionals and volunteers to better serve crime victims. The program plan identifies a number of specific topic areas to be funded on a competitive basis.

At least half of all discretionary grant funds are dedicated to improving the response to Federal crime victims. Initiatives include training Federal criminal justice system personnel on victims issues, developing materials that help victims understand their rights and available services, and supporting programs that establish and expand existing services for Federal crime victims.

The remaining discretionary grant funds support a variety of nationwide initiatives such as developing training curriculums, training victim services and criminal justice professionals, working to raise the awareness of victim rights and needs throughout the country, and supporting a national clearinghouse on victim-related issues.

For additional information on any of the activities described above, please contact the Office for Victims of Crime, 633 Indiana Avenue NW., Number 1352, Washington, DC 20531, (202) 307-5947.



Office for Victims of Crime

OVC Fact Sheet

Advocating for the Fair

Treatment of Crime Victims

Victims of Crime Act Victim Compensation Grant Program

Jim was murdered during a robbery, and his wife, Helen, was severely beaten. For Helen, getting physical therapy meant time away from work, and getting treatment for her depression meant counseling that she could not afford. She did not know that her State's victim compensation program would pay for crime-related expenses.

The 1984 Victims of Crime Act (VOCA) established the Crime Victims Fund in the U.S. Treasury. This fund receives fines, penalty assessments, and bond forfeitures from convicted Federal criminals—not taxpayers. It is administered by the Office for Victims of Crime (OVC) and helps to support State compensation programs for crime victims.

All 50 States, the District of Columbia, the Virgin Islands, and Guam have established victim compensation programs. Each of these programs reimburse victims of violent crime for expenses such as lost wages and medical, counseling, and funeral costs that are not covered by other resources such as medical insurance or offender restitution.

Although each State compensation program is administered independently, most programs have similar eligibility requirements and offer a comparable range of benefits. Maximum awards generally range between \$10,000 and \$25,000. Some States have higher or lower award limits. Certain expenses are not covered by most compensation programs. These include property loss, theft, and damage.

To be eligible to receive compensation, victims must comply with State rules, which generally require that they cooperate with the reasonable requests of law enforcement and submit a timely application with the State compensation program.

Each year, OVC uses VOCA funds to supplement State resources that are dedicated to compensating crime victims. States receive a grant based on 40 percent of the amount of compensation payments made by the State in a previous year. From 1986 through 1994, State compensation programs have received more than \$415.9 million in VOCA grant funds.

For additional information, contact the Office for Victims of Crime, State Compensation and Assistance Division, 633 Indiana Avenue NW., Number 1352, Washington, DC 20531, (202) 307-5947.

Victim Compensation Programs in the United States and U.S. Territories

ALABAMA
Crime Victims Compensation
Commission
205-242-4007

ALASKA
Department of Public Safety
Violent Crimes Compensation
Board
907-465-3040

ARIZONA
Criminal Justice Commission
602-542-1928

ARKANSAS
Crime Victims Reparations Board
501-682-1323

CALIFORNIA
State Board of Control
916-323-3432

COLORADO
Division of Criminal Justice
Department of Public Safety
303-239-4442

CONNECTICUT
Office of Victim Services
Connecticut Judicial Branch
203-566-4461

DELAWARE
Violent Crimes Compensation
Board
302-995-8383

DISTRICT OF COLUMBIA
Crime Victims Compensation
Program
202-576-7090

FLORIDA
Division of Victim Services and
Criminal Justice Programs
Office of the Attorney General
Department of Legal Affairs
904-488-0848

GEORGIA
Crime Victim Compensation
Program
404-559-4949

GUAM
Criminal Injuries Compensation
Commission
011-671-475-3406

HAWAII
Office of the Attorney General
808-586-1282

IDAHO
Crime Victims Compensation
Program
c/o Idaho Industrial Commission.
208-334-6000

ILLINOIS
Illinois Court of Claims
217-782-7101

INDIANA
Violent Crime Compensation Fund
317-232-7103

IOWA
Department of Justice
Crime Victim Assistance Program
515-281-5044

KANSAS
Crime Victims Compensation
Board
Office of the Attorney General
913-296-2359

KENTUCKY
Crime Victim Compensation
Board
502-564-7986

LOUISIANA
Commission on Law Enforcement
504-925-1997

MAINE
Crime Victim Compensation
Program
Office of the Attorney General
207-626-8500

MARYLAND
Department of Public Safety
and Correctional Services
Criminal Injuries Compensation
Board
410-764-4214

MASSACHUSETTS
Office of the Attorney General
Victim Compensation Division
617-727-2200, Ext. 2875

MICHIGAN
Crime Victims Compensation
Board
517-373-0979

MINNESOTA
Crime Victims Reparations Board
612-282-6256

MISSISSIPPI
Department of Finance and
Administration
601-359-6766

MISSOURI
Division of Workers' Compensation
Crime Victims Compensation
314-751-7646

MONTANA
Board of Crime Control Division
Crime Victims Unit
406-444-3653

NEBRASKA
Crime Victims Reparation Board
Commission on Law Enforcement
and Criminal Justice
402-471-2194

NEVADA
Department of Administration
702-687-4065

NEW HAMPSHIRE
Department of Justice
603-271-1284

NEW JERSEY
Violent Crimes Compensation
Board
201-648-2107

NEW MEXICO
Crime Victims Reparation
Commission
505-841-9432

NEW YORK
Crime Victims Board
518-457-8063

NORTH CAROLINA
Victims Compensation
Commission
Department of Crime Control
and Public Safety
919-733-7974

NORTH DAKOTA
Division of Parole and Probation
Department of Corrections
Crime Victims Reparations
701-328-6195

OHIO
Victims of Crime Compensation
Program
Court of Claims of Ohio
614-466-8439

OKLAHOMA
Crime Victims Compensation
Board
405-557-6700

OREGON
Department of Justice
Crime Victims Compensation
Program
503-378-5348

PENNSYLVANIA
Crime Victims Compensation
Board
717-783-5153

RHODE ISLAND
Rhode Island Supreme Court
State Court Administrative Office
Crime Compensation Program
401-277-2500, Ext. 33

SOUTH CAROLINA
Office of Victim Assistance
Office of the Governor
803-737-8125

SOUTH DAKOTA
Department of Corrections
Crime Victims Compensation
Commission
605-773-3478

TENNESSEE
Treasury Department
615-741-2734

TEXAS
Crime Victims Compensation
Division
Office of the Attorney General
512-462-6400

UTAH
Office of Crime Victim Reparations
801-533-4000

VERMONT
Center for Crime Victim Services
Crime Victims Compensation
Program
802-828-3374

VIRGINIA
Division of Crime Victims
Compensation
804-367-8686

VIRGIN ISLANDS
Criminal Victims Compensation
Commission
Department of Human Services
Office of the Commissioner
809-774-1166

WASHINGTON
Department of Labor and Industries
Crime Victims Compensation
Program
206-956-5340

WEST VIRGINIA
West Virginia Court of Claims Fund
304-348-3471

WISCONSIN
Office of Crime Victims Services
Department of Justice
608-266-0109

WYOMING
Crime Victims Compensation
Commission
Office of the Attorney General
307-635-4050



Office for Victims of Crime

OVC Fact Sheet

Advocating for the Fair

Treatment of Crime Victims

Victims of Crime Act Victim Assistance Grant Program

Maria's husband hit her in the face, breaking her nose in front of their three children. With no resources of her own, she knew leaving him would not be easy. She called her local domestic violence shelter, which provided housing and counseling for her and the children and helped her obtain a restraining order.

Throughout the United States, more than 8,000 organizations provide services to crime victims like Maria. These organizations include domestic violence shelters, rape crisis centers, child abuse programs, victim services in law enforcement agencies and prosecutor's offices, hospitals, and social service agencies. The services provided include crisis intervention, counseling, emergency shelter, court notification, case information, and referral for services.

These services are funded in part by the Federal Government.

The 1984 Victims of Crime Act (VOCA) established the Crime Victims Fund in the U.S. Treasury. This Fund receives fines, penalty assessments, and bond forfeitures from convicted Federal criminals—not taxpayers.

The Office for Victims of Crime oversees the distribution of these dollars and uses part of the money to award annual victim assistance grants to the States. States, in turn, award VOCA subgrants to nearly 3,000 community-based public and private nonprofit organizations that serve crime victims.

All States, the District of Columbia, Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Northern Mariana Islands, and Palau receive an annual VOCA victim assistance grant. Each State and Territory (except Palau) receives a base amount of \$200,000. The remainder of the available funds are then distributed to the States on the basis of population.

From 1986 through 1994, States and Territories have received more than \$477.7 million in VOCA victim assistance grant funds.

States and Territories are required to give priority to programs serving victims of domestic violence, sexual assault, and child abuse. Additional funds must be set aside for other violent crime victims such as survivors of homicide victims and victims of intoxicated drivers.

For additional information, contact the Office for Victims of Crime, State Compensation and Assistance Division, 633 Indiana Avenue NW., Number 1352, Washington, DC 20531, (202) 307-5947.

State Victim Assistance Administrators in the United States and U.S. Territories

ALABAMA
Department of Economic and
Community Affairs
Law Enforcement Planning Division
205-242-5891

ALASKA
Department of Public Safety
Council on Domestic Violence
and Sexual Assault
907-465-4356

AMERICAN SAMOA
Criminal Justice Planning Agency
011-684-633-5221

ARIZONA
Department of Public Safety
602-223-2000

ARKANSAS
Prosecutor Coordinator's Office
501-682-3671

CALIFORNIA
Office of Criminal Justice Planning
916-324-9140

COLORADO
Division of Criminal Justice
Department of Public Safety
303-239-4442

CONNECTICUT
Office of Policy and Management
Policy Development and Planning
Division
203-566-4298

DELAWARE
Criminal Justice Council
302-577-3437

DISTRICT OF COLUMBIA
Department of Human Services
202-729-6002

FLORIDA
Division of Victim Services and
Criminal Justice Programs
Office of the Attorney General
Department of Legal Affairs
904-488-0848

GEORGIA
Criminal Justice Coordinating
Council
404-559-4949

GUAM
Department of Law
Government of Guam
011-671-475-3406

HAWAII
Office of the Attorney General
808-586-1282

IDAHO
Department of Health and Welfare
Council on Domestic Violence
208-334-5580

ILLINOIS
Criminal Justice Information
Authority
312-793-8550

INDIANA
Criminal Justice Institute
317-232-1233

IOWA
Department of Justice
Crime Victim Assistance Program
515-281-5044

KANSAS
Department of Social and
Rehabilitation Services
Crime Victim Assistance Program
913-296-3271

KENTUCKY
Kentucky Justice Cabinet
502-564-7554

LOUISIANA
Commission on Law Enforcement
406-444-3604

MAINE
Department of Human Services
Bureau of Social Services
207-289-5060

MARYLAND
Women's Services Programs
Community Services Administration
Maryland Department of Human
Resources
410-767-7477

MASSACHUSETTS
Victim and Witness Assistance Board
Office for Victims Assistance
617-727-5200

MICHIGAN
Grants Management Division
Office of Contract Management
517-373-1826

MINNESOTA
Department of Corrections
612-642-0395

MISSISSIPPI
Department of Public Safety
Division of Public Safety and
Planning
601-359-7880

MISSOURI
Department of Public Safety
503-378-5348

MONTANA
Board of Crime Control Division
504-925-1997

NEBRASKA
Crime Victims Reparation Board
Commission on Law Enforcement
and Criminal Justice
402-471-2194

NEVADA
Department of Human Resources
Division of Child and Family
Services
702-688-1628

NEW HAMPSHIRE
Department of Justice
603-271-1297

NEW JERSEY
Department of Law and Public
Safety
Division of Criminal Justice
Office of Victim/Witness Advocacy
609-984-3880

NEW MEXICO
Crime Victims Reparation
Commission
505-841-9432

NEW YORK
Crime Victims Board
518-457-1779

NORTH CAROLINA
Governor's Crime Commission
Department of Crime Control and
Public Safety
919-571-4736

NORTH DAKOTA
Division of Parole and Probation
Department of Corrections
Crime Victims Reparations
701-328-6195

NORTHERN MARIANA ISLANDS
Criminal Justice Planning Agency
011-670-322-9350

OHIO
Office of the Attorney General
614-466-5610

OKLAHOMA
District Attorneys Council
405-557-6700

OREGON
Office of the Attorney General
Special Compensation Program
314-751-4905

PALAU
Ministry of Health
680-488-2813 or 488-2553

PENNSYLVANIA
Commission on Crime and
Delinquency
717-787-8559

PUERTO RICO
Department of Justice
809-723-4949

RHODE ISLAND
Governor's Justice Commission
401-277-2620

SOUTH CAROLINA
Division of Public Safety Programs
Office of the Governor
803-734-0425

SOUTH DAKOTA
Department of Social Services
Office of the Secretary
605-773-3178

TENNESSEE
Department of Human Services
615-741-3241

TEXAS
Criminal Justice Division
Office of the Governor
512-463-1919

UTAH
Office of Crime Victim Reparations
801-533-4000

VERMONT
Center for Crime Victim Services
802-828-3374

VIRGINIA
Department of Criminal Justice
Services
804-786-4000

VIRGIN ISLANDS
Law Enforcement Planning
Commission
809-774-6400

WASHINGTON
Department of Social and Health
Services
206-753-3395

WEST VIRGINIA
Criminal Justice and Highway Safety
Office
West Virginia Development Office
304-558-8814

WISCONSIN
Office of Crime Victims Services
Department of Justice
608-266-2251

WYOMING
Crime Victims Compensation
Commission
Office of the Attorney General
307-635-4050

Group Exercises



TEAM A

**Location - West Section of Ballroom
Facilitator - Diane Vigars**

Vonda Barber
Coordinator
Missing Children Clearinghouse
PO Box 2347
Olympia WA 98507
360-753-3960

Anne Clarkin, Esq.
Coordinator
Department of the Attorney
General
810 Richards Street, Suite 701
Honolulu HI 96813
808-586-1449

Marie-France Dedieu
Constable
Royal Canadian Mounted
Police--Missing Children's
Registry
1200 Vanier Parkway, Box 8885
Ottawa, Ontario, K1G-3M8
Canada
613-993-8656

Charlotte Foster
Assistant Executive Director
National Center for Missing
& Exploited Children/South
Carolina
1234 St. Andrews Road
Columbia SC 29210
803-750-7055

Mario Gaboury
Volunteer
Exploited Children's Help
Organization
31 Clinton Avenue
Old Saybrook CT 06475
203-932-7041

Jenifer Hall
Administrative Coordinator
The Lost Child Network
7701 Starline Road
Kansas City MO 64114
816-361-4554

Judy Hayes
Clearinghouse Manager
Oregon State Police
400 Public Service Blvd
Salem OR 97310
503-378-3725

David Knefelkamp
Special Agent
Minnesota Bureau of Criminal
Apprehension
1246 University Avenue
St. Paul MN 55104
612-642-0610

Jill LeMasurier
Executive Director
Nevada Child Seekers
25 TV5 Drive
Henderson NV 89014
702-458-7009

TEAM A (continued)

Donna Linder
Executive Director
Child Find of America
PO Box 227 243 Main Street
New Paltz NY 12561
914-255-1848

Gayle McBride
Clearinghouse Manager
Arizona Dept of Public Safety
PO Box 6638
Phoenix AZ 85005
602-223-2155

Pat McKenna
Case Manager
Find The Children
11811 W. Olympic Blvd
Los Angeles CA 90064
310-477-6721

Dawn Peck
Records Supervisor
Idaho Department of Law
Enforcement
PO Box 700
Meridian ID 83670
208-884-7136

Colleen Siefert
Administrative Assistant
Wisconsin Clearinghouse for
Missing & Exploited Children
123 W. Washington Ave
Madison WI 53701
608-266-7319

Paula Sweetwood
Administrative Clerk III
Missing Persons Clearinghouse
5700 E. Tudor Rd
Anchorage AK 99507
907-269-5497

Jeannine Willie
Supervising Criminal
Identification Specialist
California Dept of Justice
Missing/Unidentified Persons Unit
4949 Broadway, Room B-216
Sacramento CA 95820
916-227-3290

TEAM B

**Location - West Section of Ballroom
Facilitator - Nancy Saitta**

Emily Buttrill
Operations Analyst
Georgia Bureau of Investigation
PO Box 370808
Decatur GA 30037
800-282-6564

Carol Clark
Coordinator, Data Specialist II
Department of Public Safety
Colorado Bureau of Investigation
690 Kipling, Suite 3000
Denver CO 80215
303-239-4251

Billie Crawford
Investigative Technician II
Department of Public Safety
Alabama Bureau of Investigation
2720A West Gunter Park Drive
Montgomery AL 36109
334-260-1176

Dottie Cronise
Lieutenant/Supervisor
Intelligence & Missing Person
Information Center
South Carolina State Law
Enforcement Division
PO Box 21398
Columbia SC 29221
803-737-9000

Diane Duffield
Coordinator
Montana Dept. of Justice
Scott Hart Building, Room 374
303 North Roberts
Helena MT 59620
406-444-1526

Bonnie Feller Hagen
Sr. Criminal Intelligence
Analyst
South Dakota Division of Criminal
Investigation
E. Hwy 34 c/o 500 E. Capitol Ave.
Pierre SD 57501-5070
605-773-4613

John Goad
Director
North Carolina Center for
Missing Persons
116 W Jones Street
Raleigh NC 27603
919-733-3557

Paul Herrera
Bureau Chief
Dept of Public Safety
PO Box 1628
Santa Fe NM 87504
505-827-9191

TEAM B (continued)

Rick Hessinger
Manager
North Dakota State Police
Radio Communications
Box 5511
Bismark ND 58502
701-328-9632

Cheryl Hutson
Law Enforcement Information
Coordinator
Tennessee Bureau of Investigation
1148 Foster Avenue
Nashville TN 37201
615-726-7818

Heather Keegan
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Nancy McBride
Executive Director
National Center for Missing &
and Exploited Children/
Florida Branch
9176 Alternate A-1-A, Suite 100
Lake Park FL 33402-1445
561-848-1900

Nannette Rolfe
Supervisor
Utah Bureau of Criminal
Investigation
4501 South 2700 West
Salt Lake City UT 84119
801-965-4571

Joan Thompson
Executive Director
Missing Children Center, Inc
276 E. Hwy. 434
Winter Springs FL 32708
407-327-4403

Judy Tucker
Lieutenant
Mississippi Department of
Public Safety
PO Box 958
Jackson MS 39205
601-987-1592

Richard Wilson
Law Enforcement Information
Specialist
Wyoming Division of Criminal
Investigation
316 W. 22nd Street
Cheyenne WY 82002
307-777-7523

TEAM C

Location - Shula's Lounge

Facilitator - Donna Uzzell

Susan Armstrong
Executive Director
Missing Children's Network-
Canada
231 Saint Jacques, Suite 406
Montreal (Quebec) Canada
H2Y1M6
514-843-4333

Judith Ashbaugh
Crime Analyst
Kansas Bureau of Investigation
1620 Tyler
Topeka KS 66604
913-296-8200

Mary Jane Cook
Sr. Criminal Intelligence Analyst
Oklahoma State Bureau of
Investigation
PO Box 114997
Oklahoma City OK 73136
405-848-6724

Ivana DiNova
Founder & Executive Director
Missing Children Help Center
410 Ware Blvd, Suite 400
Tampa FL 33619
800-872-5437

James Donovan
Manager
Wisconsin Clearinghouse for
Missing & Exploited Children
PO Box 2718
Madison WI 53701
608-266-7394

Julie Grosse
Response Director/Managing
Director
Polly Klaas Foundation
PO Box 800
Petaluma CA 94954
707-769-1334

James Lucarotti
Lieutenant
San Jose Police Department
201 W Mission Street
San Jose CA 95160
408-277-4345

Ginny Mahoney
Representative
Missing Youth Foundation
PO Box 179
Riderwood MD 21139
410-828-1188

Linda McDonald
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Wendie Nerem
Program Planner
Missing Person Information
Clearinghouse
Iowa Dept of Public Safety
Wallace State Office Building
Des Moines IA 50319
515-281-7958

TEAM C (continued)

Carol Robinson
Coordinator
Missing Children Program
Office of the Attorney General
Tower Building, 4th & Center Street
Little Rock AR 72201
501-682-1323

Janice Rott
Executive Director
Missing Children's Network
of Michigan
115-1/2 Wellington
Traverse City MI 49686
616-935-4447

Pauline Schmidt
Coordinator
Nebraska Missing Children
Nebraska State Patrol
PO Box 94907
Lincoln NE 68509
402-479-4938

Deanna Tidwell
Supervisor
Texas Department of Public Safety
Missing Persons Clearinghouse
PO Box 4087
Austin TX 78773
512-424-2814

Patty Wetterling
Co-Founder
Jacob Wetterling Foundation
32 1st Avenue NW PO Box 639
St Joseph MN 56374
320-363-0470

TEAM D

Location - National Louis University Boardroom

Facilitator - Helen Connelly

Marvin Cotton
President
Heidi Search Center
7900 N. IH35
San Antonio TX 78218
512-867-3346

Len Edwards
Executive Director
The Commission on Missing
& Exploited Children
616 Adams Room 102
Memphis TN 38002
901-528-8441

Jo Anne Embry
Crime Prevention
Special Project Coordinator
Nevada Attorney General's Office
555 E. Washington Ave., Ste
3900
Las Vegas NV 89101
702-486-3154

Faye Hester
Investigative Technician I
Alabama Dept of Public Safety
2720A West Gunter Park Drive
Montgomery AL 36109
334-260-1181

Jody Himebaugh
Vice President
Nation's Missing Children
Organization Inc.
PO Box 551
Cape May NJ 08204
609-884-6275

Stephen Jenkevice
Vice President/Chief Investigator
National Missing Children's
Locate Center, Inc.
11935 NE Sumner St.
Portland OR 97220
800-865-0025

Gwen Johnson
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Gregory Mengell
Executive Director
Interstate Association for
Stolen Children
10033 Yukon River Drive
Rancho Cordova CA 95670
916-631-7631

Letha Pauchus
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Stephanie Peske
Analyst
Illinois State Police Intelligence
Bureau/SEARCH
500 Iles Park Place, Suite 400
Springfield IL 62718
217-782-8760

TEAM D (continued)

Karen Pugh
Program Coordinator
Our Town Family Center
3833 East 2nd Street
Tucson AZ 85716
520-323-1708

Claudine Ryce
5151 Collins Avenue
Suite 1036
Miami Beach FL 33140
305-864-1211

Danny Stebbins
Commanding Officer
Missing Persons Unit/Clearinghouse
Connecticut Department of
Public Safety
Division of State Police
PO Box 2794
Middleton CT 06457
860-685-8210

Patricia Stevenson
Director-Family Support Group
Missing & Exploited Children's
Association-Baltimore Co.
8027 N. Boundary Road
Baltimore MD 21222
410-282-0437

Carol Watson
Executive Director
Missing Children Minnesota
4140 Fremont Ave. N
Minneapolis MN 55412
612-521-1188

TEAM E

Location - National Louis University Boardroom
Facilitator - Roy Stephens

Bruce Adkins
Sergeant
West Virginia State Police
725 Jefferson Rd
South Charleston WV 25309
304-558-2600

Maria Emeterio
Investigator
Nevada Attorney General's Office
555 E. Washington Ave., Ste
3900
Las Vegas NV 89101
702-486-3456

Melody Gibson
Executive Director
Operation Lookout/National
Center for Missing Youth
2725 Wetmore Drive
Everett WA 98201
206-771-7335

Lucy Ingley
Crime Intelligence Analyst
Supervisor
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

John Nikodem
Casework Supervisor
Child Quest International
1625 The Alameda, Suite 400
San Jose CA 95126
408-287-4673

Kim Pasqualini
Founder
Nation's Missing Children
Organization, Inc
12235 N Cave Creek Rd #6
Phoenix AZ 89022
602-944-1768

Gay-LeClerc Qader
Executive Director
National Center for Missing &
Exploited Children/New York
249 Highland Avenue
Rochester NY 14620
716-242-0900

Johnny Ramazini
Director of Investigations
International Center for the
Search and Recovery of
Missing Children
5456 Hoffner Ave. Suite 204
Orlando FL 32812
407-382-7762

Vicki Stamm
Supervisor
Wisconsin Clearinghouse for
Missing & Exploited Children
123 W. Washington Ave
Madison WI 53701
608-266-7319

Jenni Thompson
Vice President-Board of Directors
Polly Klaas Foundation
PO Box 800
Petaluma CA 94954
707-769-1334

TEAM E (continued)

Robert Walcutt
Executive Director
Heidi Search Center
7900 N. IH35
San Antonio TX 78218
210-650-0428

Tom Watts
Executive Director
Children's Rights of PA, Inc
2220 Chew Street
Allentown PA 18104
610-437-2971

Don Wood
Director
Child Watch of North America
7380 Sand Lake Rd Suite 500
Orlando FL 32819
407-363-9313

TEAM F

Location - National Louis University Boardroom

Facilitator - Georgia Hilgeman

Mabyn Armstrong
Director of Prevention
The Missing Children's Network-
Canada
231 Saint Jacques Suite 406
Montreal (Quebec) Canada
H2Y1M6
514-843-4333

Thelma Butler
Forensic Fingerprint Technician
Delaware State Police/SBI
PO Box 430
Dover DE 19903
302-739-5883

Jennifer Butler Hembree
Program Manager
Louisiana Clearinghouse for
Missing & Exploited Children
PO Box 3318
Baton Rouge LA 70821
504-342-4011

John Cook
Lieutenant
San Jose Police Department
201 W. Mission Street
San Jose CA 95110
408-277-4781

Vincent DiNova
Special Projects Director
Missing Children Help Center
410 Ware Blvd, Suite 400
Tampa FL 33619
800-872-5437

Lora Edmonds
Program Assistant
Missing & Exploited Children
Clearinghouse
Executive Park Tower
Stuyvesant Plaza
Albany NY 12203
518-457-6326

Shad Edwards
Sergeant
Illinois State Police
Intelligence ISEARCH
500 Iles Park Place
Springfield IL 62701
217-785-3324

Donna Fontana
Senior Research Analyst
New Jersey State Police
PO Box 7068
West Trenton NJ 08628-0068
609-882-2000 x2893

Linda Fraccola
Operations Manager
Rhode Island State Police
311 Danielson Pike
North Scituate RI 02857
401-444-1121

Diane Harrison
Case Assistance
National Center for Missing
& Exploited Children/California
PO Box 412
Orange CA 92856
714-508-0150

TEAM F (continued)

Terry Linza
Administrative Assistant V
Indiana Missing Children
Clearinghouse
Indiana State Police
100 N Senate Ave, 3rd Floor North
Indianapolis IN 46204
317-232-8310

Colleen Nick
PO Box 1043
Alma AR 72949
501-667-1967

Krista Patton
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Pat Rutherford
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Sandra Thompson
Sergeant
Michigan State Police
4000 Collins Road
Lansing MI 48909-8134
517-336-6603

Denice Tipton
Clearinghouse Manager
Missouri State Highway Patrol
Juvenile/Missing Persons Unit
PO Box 568
Jefferson City MO 65102
573-751-3452

Diane Wynn
Community Outreach Coordinator
Vanished Children's Alliance
2095 Park Avenue
San Jose CA 95126
408-296-1113

TEAM G

**Location - National Louis University Boardroom
Facilitator - Pat Finley**

Susan Breault
Assistant Director
The Paul & Lisa Program
PO Box 348
Westbrook CT 06498
860-767-7660

Rufino Fisher
Sergeant
Metropolitan Police Department
1700 Rhode Island Ave. NE
Washington DC 20018
202-576-6768

Kenneth Brooks
Sergeant
Department of State Police
Virginia Missing Children
PO Box 27472
Richmond VA 23261
804-674-2630

Mark Larzelere
Program Technician I
California Department of
Justice
4949 Broadway
Sacramento CA 95820
916-227-3290

Betty Capps
Public Relations
Amber Foundation for Missing
Children
PO Box 565
Pinole CA 94564-0565
510-222-9050

Kelly McClare
Sergeant
New Hampshire State Police
10 Hazen Drive
Concord NH 03305
603-271-2663

Timothy Chagnon
Sergeant
Vermont State Police
103 S. Main Street
Waterbury VT 05676
802-244-8781

Jill McMahon
Casework Coordinator
National Center for Missing
& Exploited Children/Florida
9176 Alternate A1A, Suite 100
Lake Park FL 33403
561-848-1900

Kimberly Cork
President
New U Foundation
1000 Technology Drive, Suite
1212
Fairmont WV 26554
304-362-0039

Sarah O'Leary
Trooper
Massachusetts State Police
470 Worcester Road
Framingham MA 01701
608-820-2130

TEAM G (continued)

Anthony Padrone
Director of Investigation
Children's Rights of PA Inc.
2220 Chew Street
Allentown PA 18104
610-437-2971

AnnaMarie Whatley
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Terri Peaks
Director
Ohio Missing Children
Clearinghouse
Attorney General's Office
Juvenile Justice Section
30 E. BroadStreet, 16th Floor
Columbus OH 43215
614-644-8066

Cathy Wilson
Research Analyst
Kentucky State Police
Intelligence Section
1240 Airport Road
Frankfort KY 40601
502-227-8799

Carla Proudfoot
Director
Maryland Center for Missing
Children
Maryland State Police
7175 Columbia Gateway Dr. Suite
C
Columbia MD 21046
410-290-0780

Victor Woerner
State Trooper
Pennsylvania State Police
Bureau of Criminal Investigation
1800 Elmerton Ave
Harrisburg PA 17110
717-783-5524

Donald Ryce
5151 Collins Avenue
Suite 1036
Miami Beach FL 33140
305-864-1211

Gerard Therrien
Lieutenant
Maine State Police
18 Meadow Road
State House Station 52
Augusta ME 04333
207-287-7502

**AMERICA WORKING TOGETHER TO
BRING OUR CHILDREN HOME
SEPTEMBER 25-27, 1996
TAMPA, FLORIDA**

Bruce Adkins
Sergeant
West Virginia State Police
725 Jefferson Rd
South Charleston WV 25309
304-558-2600

Mabyn Armstrong
Director of Prevention
The Missing Children's Network-
Canada
231 Saint Jacques Suite 406
Montreal (Quebec) Canada
H2Y1M6
514-843-4333

Susan Armstrong
Executive Director
Missing Children's Network-
Canada
231 Saint Jacques, Suite 406
Montreal (Quebec) Canada
H2Y1M6
514-843-4333

Judith Ashbaugh
Crime Analyst
Kansas Bureau of Investigation
1620 Tyler
Topeka KS 66604
913-296-8200

Vonda Barber
Coordinator
Missing Children Clearinghouse
PO Box 2347
Olympia WA 98507
360-753-3960

Susan Breault
Assistant Director
The Paul & Lisa Program
PO Box 348
Westbrook CT 06498
860-767-7660

Kenneth Brooks
Sergeant
Department of State Police
Virginia Missing Children
PO Box 27472
Richmond VA 23261
804-674-2630

Thelma Butler
Forensic Fingerprint Technician
Delaware State Police/SBI
PO Box 430
Dover DE 19903
302-739-5883

Jennifer Butler Hembree
Program Manager
Louisiana Clearinghouse for
Missing & Exploited Children
PO Box 3318
Baton Rouge LA 70821
504-342-4011

Emily Buttrill
Operations Analyst
Georgia Bureau of Investigation
PO Box 370808
Decatur GA 30037
800-282-6564

Betty Capps
Public Relations
Amber Foundation for Missing
Children
PO Box 565
Pinole CA 94564-0565
510-222-9050

Timothy Chagnon
Sergeant
Vermont State Police
103 S. Main Street
Waterbury VT 05676
802-244-8781

Carol Clark
Coordinator, Data Specialist II
Department of Public Safety
Colorado Bureau of Investigation
690 Kipling, Suite 3000
Denver CO 80215
303-239-4251

Anne Clarkin, Esq.
Coordinator
Department of the Attorney
General
810 Richards Street, Suite 701
Honolulu HI 96813
808-586-1449

Mary Jane Cook
Sr. Criminal Intelligence Analyst
Oklahoma State Bureau of
Investigation
PO Box 114997
Oklahoma City OK 73136
405-848-6724

John Cook
Lieutenant
San Jose Police Department
201 W. Mission Street
San Jose CA 95110
408-277-4781

Kimberly Cork
President
New U Foundation
1000 Technology Drive, Suite
1212
Fairmont WV 26554
304-362-0039

Marvin Cotton
President
Heidi Search Center
7900 N. IH35
San Antonio TX 78218
512-867-3346

Billie Crawford
Investigative Technician II
Department of Public Safety
Alabama Bureau of Investigation
2720A West Gunter Park Drive
Montgomery AL 36109
334-260-1176

Dottie Cronise
Lieutenant/Supervisor
Intelligence & Missing Person
Information Center
South Carolina State Law
Enforcement Division
PO Box 21398
Columbia SC 29221
803-737-9000

Marie-France Dedieu
Constable
Royal Canadian Mounted
Police--Missing Children's
Registry
1200 Vanier Parkway, Box 8885
Ottawa, Ontario, K1G-3M8
Canada
613-993-8656

Ivana DiNova
Founder & Executive Director
Missing Children Help Center
410 Ware Blvd, Suite 400
Tampa FL 33619
800-872-5437

Vincent DiNova
Special Projects Director
Missing Children Help Center
410 Ware Blvd, Suite 400
Tampa FL 33619
800-872-5437

James Donovan
Manager
Wisconsin Clearinghouse for
Missing & Exploited Children
PO Box 2718
Madison WI 53701
608-266-7394

Diane Duffield
Coordinator
Montana Dept. of Justice
Scott Hart Building, Room 374
303 North Roberts
Helena MT 59620
406-444-1526

Lora Edmonds
Program Assistant
Missing & Exploited Children
Clearinghouse
Executive Park Tower
Stuyvesant Plaza
Albany NY 12203
518-457-6326

Len Edwards
Executive Director
The Commission on Missing
& Exploited Children
616 Adams Room 102
Memphis TN 38002
901-528-8441

Shad Edwards
Sergeant
Illinois State Police
Intelligence ISEARCH
500 Iles Park Place
Springfield IL 62701
217-785-3324

Jo Anne Embry
Crime Prevention
Special Project Coordinator
Nevada Attorney General's Office
555 E. Washington Ave., Ste
3900
Las Vegas NV 89101
702-486-3154

Maria Emeterio
Investigator
Nevada Attorney General's Office
555 E. Washington Ave., Ste
3900
Las Vegas NV 89101
702-486-3456

Ben Ermini
Director of Case Management
National Center for Missing
& Exploited Children
2101 Wilson Blvd
Arlington VA 22201
703-516-6136

Bonnie Feller Hagen
Sr. Criminal Intelligence
Analyst
South Dakota Division of Criminal
Investigation
E. Hwy 34 c/o 500 E. Capitol Ave.
Pierre SD 57501-5070
605-773-4613

Rufino Fisher
Sergeant
Metropolitan Police Department
1700 Rhode Island Ave. NE
Washington DC 20018
202-576-6768

Donna Fontana
Senior Research Analyst
New Jersey State Police
PO Box 7068
West Trenton NJ 08628-0068
609-882-2000 x2893

Charlotte Foster
Assistant Executive Director
National Center for Missing
& Exploited Children/South
Carolina
1234 St. Andrews Road
Columbia SC 29210
803-750-7055

Linda Fraccola
Operations Manager
Rhode Island State Police
311 Danielson Pike
North Scituate RI 02857
401-444-1121

Mario Gaboury
Volunteer
Exploited Children's Help
Organization
31 Clinton Avenue
Old Saybrook CT 06475
203-932-7041

Melody Gibson
Executive Director
Operation Lookout/National
Center for Missing Youth
2725 Wetmore Drive
Everett WA 98201
206-771-7335

John Goad
Director
North Carolina Center for
Missing Persons
116 W Jones Street
Raleigh NC 27603
919-733-3557

Julie Grosse
Response Director/Managing
Director
Polly Klaas Foundation
PO Box 800
Petaluma CA 94954
707-769-1334

Jenifer Hall
Administrative Coordinator
The Lost Child Network
7701 Starline Road
Kansas City MO 64114
816-361-4554

Diane Harrison
Case Assistance
National Center for Missing
& Exploited Children/California
PO Box 412
Orange CA 92856
714-508-0150

Judy Hayes
Clearinghouse Manager
Oregon State Police
400 Public Service Blvd
Salem OR 97310
503-378-3725

Paul Herrera
Bureau Chief
Dept of Public Safety
PO Box 1628
Santa Fe NM 87504
505-827-9191

Rick Hessinger
Manager
North Dakota State Police
Radio Communications
Box 5511
Bismark ND 58502
701-328-9632

Faye Hester
Investigative Technician I
Alabama Dept of Public Safety
2720A West Gunter Park Drive
Montgomery AL 36109
334-260-1181

Jody Himebaugh
Vice President
Nation's Missing Children
Organization Inc.
PO Box 551
Cape May NJ 08204
609-884-6275

Cheryl Hutson
Law Enforcement Information
Coordinator
Tennessee Bureau of Investigation
1148 Foster Avenue
Nashville TN 37201
615-726-7818

Lucy Ingley
Crime Intelligence Analyst
Supervisor
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Stephen Jenkevice
Vice President/Chief Investigator
National Missing Children's
Locate Center, Inc.
11935 NE Sumner St.
Portland OR 97220
800-865-0025

Gwen Johnson
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Heather Keegan
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

David Kniefkamp
Special Agent
Minnesota Bureau of Criminal
Apprehension
1246 University Avenue
St. Paul MN 55104
612-642-0610

Mark Larzelere
Program Technician I
California Department of
Justice
4949 Broadway
Sacramento CA 95820
916-227-3290

Jill LeMasurier
Executive Director
Nevada Child Seekers
25 TV5 Drive
Henderson NV 89014
702-458-7009

Donna Linder
Executive Director
Child Find of America
PO Box 227 243 Main Street
New Paltz NY 12561
914-255-1848

Terry Linza
Administrative Assistant V
Indiana Missing Children
Clearinghouse
Indiana State Police
100 N Senate Ave, 3rd Floor North
Indianapolis IN 46204
317-232-8310

James Lucarotti
Lieutenant
San Jose Police Department
201 W Mission Street
San Jose CA 95160
408-277-4345

Ginny Mahoney
Representative
Missing Youth Foundation
PO Box 179
Riderwood MD 21139
410-828-1188

Gayle McBride
Clearinghouse Manager
Arizona Department of Public
Safety
PO Box 6638
Phoenix AZ 85005
602-223-2155

Nancy McBride
Executive Director
National Center for Missing &
and Exploited Children/
Florida Branch
9176 Alternate A-1-A, Suite 100
Lake Park FL 33402-1445
561-848-1900

Kelly McClare
Sergeant
New Hampshire State Police
10 Hazen Drive
Concord NH 03305
603-271-2663

Linda McDonald
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Pat McKenna
Case Manager
Find The Children
11811 W. Olympic Blvd
Los Angeles CA 90064
310-477-6721

Jill McMahon
Casework Coordinator
National Center for Missing
& Exploited Children/Florida
9176 Alternate A1A, Suite 100
Lake Park FL 33403
561-848-1900

Gregory Mengell
Executive Director
Interstate Association for
Stolen Children
10033 Yukon River Drive
Rancho Cordova CA 95670
916-631-7631

Wendie Nerem
Program Planner
Missing Person Information
Clearinghouse
Iowa Dept of Public Safety
Wallace State Office Building
Des Moines IA 50319
515-281-7958

Colleen Nick
PO Box 1043
Alma AR 72949
501-667-1967

John Nikodem
Casework Supervisor
Child Quest International
1625 The Alameda, Suite 400
San Jose CA 95126
408-287-4673

Sarah O'Leary
Trooper
Massachusetts State Police
470 Worcester Road
Framingham MA 01701
608-820-2130

Anthony Padrone
Director of Investigation
Children's Rights of PA Inc.
2220 Chew Street
Allentown PA 18104
610-437-2971

Kim Pasqualini
Founder
Nation's Missing Children
Organization, Inc
12235 N Cave Creek Rd #6
Phoenix AZ 89022
602-944-1768

Krista Patton
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Letha Pauchus
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Terri Peaks
Director
Ohio Missing Children
Clearinghouse
Attorney General's Office
Juvenile Justice Section
30 E. Broad Street, 16th Floor
Columbus OH 43215
614-644-8066

Dawn Peck
Records Supervisor
Idaho Department of Law
Enforcement
PO Box 700
Meridian ID 83670
208-884-7136

Stephanie Peske
Analyst
Illinois State Police Intelligence
Bureau/ISEARCH
500 Iles Park Place, Suite 400
Springfield IL 62718
217-782-8760

Carla Proudfoot
Director
Maryland Center for Missing
Children
Maryland State Police
7175 Columbia Gateway Dr. Suite
C
Columbia MD 21046
410-290-0780

Karen Pugh
Program Coordinator
Our Town Family Center
3833 East 2nd Street
Tucson AZ 85716
520-323-1708

Gay-LeClerc Qader
Executive Director
National Center for Missing &
Exploited Children/New York
249 Highland Avenue
Rochester NY 14620
716-242-0900

Johnny Ramazini
Director of Investigations
International Center for the
Search and Recovery of
Missing Children
5456 Hoffner Ave. Suite 204
Orlando FL 32812
407-382-7762

Carol Robinson
Coordinator
Missing Children Program
Office of the Attorney General
Tower Building, 4th & Center
Street
Little Rock AR 72201
501-682-1323

Nannette Rolfe
Supervisor
Utah Bureau of Criminal
Investigation
4501 South 2700 West
Salt Lake City UT 84119
801-965-4571

Janice Rott
Executive Director
Missing Children's Network
of Michigan
115-1/2 Wellington
Traverse City MI 49686
616-935-4447

Pat Rutherford
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Claudine Ryce
5151 Collins Avenue
Suite 1036
Miami Beach FL 33140
305-864-1211

Donald Ryce
5151 Collins Avenue
Suite 1036
Miami Beach FL 33140
305-864-1211

Pauline Schmidt
Coordinator
Nebraska Missing Children
Nebraska State Patrol
PO Box 94907
Lincoln NE 68509
402-479-4938

Colleen Siefert
Administrative Assistant
Wisconsin Clearinghouse for
Missing & Exploited Children
123 W. Washington Ave
Madison WI 53701
608-266-7319

Vicki Stamm
Supervisor
Wisconsin Clearinghouse for
Missing & Exploited Children
123 W. Washington Ave
Madison WI 53701
608-266-7319

Danny Stebbins
Commanding Officer
Missing Persons
Unit/Clearinghouse
Connecticut Department of
Public Safety
Division of State Police
PO Box 2794
Middleton CT 06457
860-685-8210

Patricia Stevenson
Director-Family Support Group
Missing & Exploited Children's
Association-Baltimore Co.
8027 N. Boundary Road
Baltimore MD 21222
410-282-0437

Paula Sweetwood
Administrative Clerk III
Missing Persons Clearinghouse
5700 E. Tudor Rd
Anchorage AK 99507
907-269-5497

Gerard Therrien
Lieutenant
Maine State Police
18 Meadow Road
State House Station 52
Augusta ME 04333
207-287-7502

Joan Thompson
Executive Director
Missing Children Center, Inc
276 E. Hwy. 434
Winter Springs FL 32708
407-327-4403

Jenni Thompson
Vice President-Board of Directors
Polly Klaas Foundation
PO Box 800
Petaluma CA 94954
707-769-1334

Sandra Thompson
Sergeant
Michigan State Police
4000 Collins Road
Lansing MI 48909-8134
517-336-6603

Deanna Tidwell
Supervisor
Texas Department of Public Safety
Missing Persons Clearinghouse
PO Box 4087
Austin TX 78773
512-424-2814

Denice Tipton
Clearinghouse Manager
Missouri State Highway Patrol
Juvenile/Missing Persons Unit
PO Box 568
Jefferson City MO 65102
573-751-3452

Judy Tucker
Lieutenant
Mississippi Department of
Public Safety
PO Box 958
Jackson MS 39205
601-987-1592

Robert Walcutt
Executive Director
Heidi Search Center
7900 N. IH35
San Antonio TX 78218
210-650-0428

Carol Watson
Executive Director
Missing Children Minnesota
4140 Fremont Ave. N
Minneapolis MN 55412
612-521-1188

Tom Watts
Executive Director
Children's Rights of PA, Inc
2220 Chew Street
Allentown PA 18104
610-437-2971

Patty Wetterling
Co-Founder
Jacob Wetterling Foundation
32 1st Avenue NW PO Box 639
St Joseph MN 56374
320-363-0470

AnnaMarie Whatley
Crime Intelligence Analyst
Florida Dept of Law Enforcement
PO Box 1489
Tallahassee FL 32302
888-356-4774

Jeannine Willie
Supervising Criminal
Identification Specialist
California Dept of Justice
Missing/Unidentified Persons Unit
4949 Broadway, Room B-216
Sacramento CA 95820
916-227-3290

Cathy Wilson
Research Analyst
Kentucky State Police
Intelligence Section
1240 Airport Road
Frankfort KY 40601
502-227-8799

Richard Wilson
Law Enforcement Information
Specialist
Wyoming Division of Criminal
Investigation
316 W. 22nd Street
Cheyenne WY 82002
307-777-7523

Victor Woerner
State Trooper
Pennsylvania State Police
Bureau of Criminal Investigation
1800 Elmerton Ave
Harrisburg PA 17110
717-783-5524

Don Wood
Director
Child Watch of North America
7380 Sand Lake Rd Suite 500
Orlando FL 32819
407-363-9313

Diane Wynn
Community Outreach Coordinator
Vanished Children's Alliance
2095 Park Avenue
San Jose CA 95126
408-296-1113



**AMERICA WORKING TOGETHER TO
BRING OUR CHILDREN HOME
TAMPA, FLORIDA
SEPTEMBER 25-27, 1996**

PRESENTER LIST

Mr. Peter Banks
Director of Outreach
National Center for Missing and Exploited Children
2101 Wilson Blvd., Suite 550
Arlington VA 22201-3052
703-516-6109
703-235-4067 FAX

Mr. Shay Bilchik
Administrator
Office of Juvenile Justice and Delinquency Prevention
633 Indiana Avenue NW
Washington, DC 20531
202-307-5911

Ms. Helen Connelly
Consultant
Fox Valley Technical College
Criminal Justice Department
1825 N. Bluemound Drive
Appleton, WI 54914
800-648-4966

Mr. Pat Finley
Program Manager
Office of Juvenile Justice and Delinquency Prevention
Fox Valley Technical College
Criminal Justice Department
1825 N. Bluemound Drive
Appleton, WI 54914
800-648-4966

Ms. Helen Fitzgerald
Director, Grief Program
Mount Vernon Center for Community Mental Health
3601 Devilwood Court
Fairfax VA 22030
703-273-3454 HOME
703-866-2100 WORK

Ms. Margaret Freirson
National Center for Missing & Exploited Children
South Carolina Branch
1234 St. Andrews Road, Suite C
Columbia SC 29210-5827
803-750-7055
803-750-1459 FAX

Ms. Eileen Garry
Special Assistant to the Administrator
Office of Juvenile Justice and Delinquency Prevention
633 Indiana Avenue NW
Washington DC 20531
202-307-6226
202-307-2093 FAX

Unit Chief Bill Hagmaier
FBI/Child Abduction and Serial Killer Unit
Aquia Commerce Center
Suite 201
2721 Jefferson Davis Highway
Stafford VA 22554
540-720-4701

Ms. Wanda Keyes Heard
Executive Assistant U.S. Attorney
Middle District of Florida
500 Zack Street, Room 400
Tampa, FL 33602
813-274-6000

Sheriff Cal Henderson
Hillsborough County Sheriff's Department
2008 Eighth Avenue
Tampa, FL 33605
813-247-8000

Ms. Georgia Hilgeman
Executive Director
Vanished Children's Alliance
2095 Park Avenue
San Jose CA 95126
408-296-1113
408-296-1117 FAX

Ms. Margie Kazdin
Public Liaison
National Center for Missing and Exploited Children
2101 Wilson Boulevard Suite 550
Arlington VA 22201-3052
703-235-3900
703-235-4067 FAX

Chief Phil Keith
Knoxville Police Department
800 East Church Avenue SE
Knoxville TN 37915
423-521-1229
423-971-1412 FAX

Mr. Ronald Laney
Director
Missing and Exploited Children's Program
Office of Juvenile Justice and Delinquency Prevention
633 Indiana Avenue, NW
Washington, DC 20531
202-616-3637

Ms. Karen Laws
Marketing and Public Relations Manager
Fox Valley Technical College
1825 N. Bluemound Drive
Appleton WI 54914
414-735-4776
414-735-2582 FAX

Mr. Michael Medaris
Program Manager
Missing and Exploited Children's Program
Office of Juvenile Justice and Delinquency Prevention
633 Indiana Avenue NW
Washington, DC 20531
202-616-3637

Commissioner Tim Moore
Florida Department of Law Enforcement
Mutual Aid
2331 Phillips Road
Tallahassee FL 32302
904-487-2738

Sergeant Gary O'Connor
Lower Gwynedd Township Police Dept.
1130 North Bethlehem Pike
Spring House PA 19477
215-646-5300
215-646-3357 FAX

Mr. John Rabun
Vice President and Chief Operating Officer
National Center for Missing and Exploited Children
2101 Wilson Blvd.
Arlington VA 22201
703-516-6116
703-235-4067 FAX

Deputy Attorney General Nancy Saitta
Nevada Missing Children Clearinghouse
555 E. Washington Avenue, Suite 3900
Las Vegas NV 89101
702-486-3455

Ms. Sue Shriner
Senior Program Specialist
Office for Victims of Crime
1301 Pennsylvania Avenue, Suite 200
Washington DC 20531
202-616-3577
202-514-6382 FAX

Ms. Charlotte Smith
Online Consultant
5812 Woodland Drive
Forest Heights MD 20745
301-839-1524

Mr. Roy Stephens
Founder/Executive Director
Missing Youth Foundation
PO Box 44172
Omaha NE 68144
402-289-4401
402-289-4626 FAX

Special Agent in Charge Donna Uzzell
Florida Dept. of Law Enforcement
2331 Phillips Road
Tallahassee FL 32302
904-487-3708
904-487-2018 FAX

Ms. Diane Vigars
Manager
New York Div. of Criminal Justice Service
Executive Park Town, Stuyvesant Plaza
Albany NY 12203
518-457-6326
518-457-6965 FAX

Ms. Kathy Wade
Area Director
American Red Cross
1851 Pointer Lane
Fayetteville AR 72701
501-521-0483



**PETER D. BANKS
DIRECTOR OF OUTREACH
NATIONAL CENTER FOR MISSING AND EXPLOITED CHILDREN**

Peter D. Banks is the Director of Outreach at the National Center for Missing and Exploited Children where he is responsible for staff and professional development. Mr. Banks has 23 years of law enforcement experience with the Metropolitan Police in Washington, DC, including 13 years as an investigator and 4 years as a supervisor in the Child Abuse Unit which investigated both civil and criminal allegations of abuse. He is an honors graduate of The American University and has extensive experience training law enforcement, medical, social services, and legal professionals in the field of child abuse and neglect.



**SHAY BILCHIK
ADMINISTRATOR
OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
U.S. DEPARTMENT OF JUSTICE**

Shay Bilchik was confirmed by the United States Senate as Administrator, Office of Juvenile Justice and Delinquency Prevention (OJJDP) in the Department of Justice on October 7, 1994, and sworn in on October 11, 1994. He previously served as Associate Deputy Attorney General in the Office of the Deputy Attorney General.

As Administrator, Mr. Bilchik is responsible for the agency congressionally mandated to lead the effort to address the public safety issues of juvenile crime and youth victimization. OJJDP leadership responsibilities include: identifying effective strategies for addressing juvenile crime through research; coordinating, implementing, and supporting effective programs and encouraging innovative approaches to deal with existing and emerging juvenile justice issues; developing priorities and goals and setting policies to guide federal juvenile justice issues; providing technical assistance and training to essential components of the juvenile justice system; and disseminating information on juvenile justice trends, programs, and new approaches.

Mr. Bilchik began his career in 1977 as an Assistant State Attorney for the 11th Judicial Circuit of Florida in Miami. In 1979 he was promoted to Juvenile Division Chief and later to Deputy Chief Assistant for Administration. In 1985 he became the Chief Assistant for Administration and was responsible for administering an office of over 200 attorneys. He had supervisory authority over juvenile prosecution programs, including those involving prosecution of juveniles as adults in the Criminal Division. He also established and had oversight responsibility for the Child Advocacy Center, which is a multidisciplinary intake unit for cases involving victims of child abuse.

As a prosecutor, Mr. Bilchik served as the coordinator of a number of special programs, including the Police-Juvenile Prosecutor Liaison and the School-Juvenile Prosecutor Liaison projects. He has lectured extensively on juvenile justice issues and served on the faculty of the National Council of Juvenile and Family Court Judges. In addition, he was the author of the *Court Handbook for Dade County Lawyers, Juvenile Practice Section*, 1980 and "Prosecuting Juveniles in Criminal Courts—An Empirical Analysis," 1984.

Mr. Bilchik has served on numerous task forces and advisory committees dealing with juvenile delinquency and drug abuse issues. He was also involved in the drafting of a number of juvenile justice and child abuse legislative proposals in the state of Florida.

Mr. Bilchik received his education at the University of Florida where he earned his B.S.B.A. degree in 1975 and his J.D. in 1977.



HELEN N. CONNELLY

Ms. Connelly has worked exclusively in the juvenile, criminal, and human service fields for more than 20 years. Since 1985, she has served as an independent consultant to a number of federal, state, and local agencies and organizations. They include the Office of Juvenile Justice and Delinquency Prevention, National Institute of Justice, U.S. Department of Housing and Urban Development, Fairfax County (Virginia) Juvenile and Domestic Relations Court, Maryland Department of Corrections, and the Virginia Department of Criminal Justice Services.

In this capacity, Ms. Connelly has conducted evaluations and assessments of state and local public and private agencies to improve interagency coordination, cooperation, and communication; enhance service delivery; develop new organizational and management capabilities; and strengthen the overall systems operation and approach. She has provided consultation, technical assistance, and training to improve the management and operation of individual state and local agencies and organizations, as well as service delivery systems. She has worked extensively with state and local juvenile justice organizations to develop comprehensive, local system-wide approaches for addressing such issues as the serious habitual juvenile offender, child sexual abuse, and missing and exploited children. She also has designed and developed training materials to address these as well as other juvenile-related issues.

Ms. Connelly has authored a number of federal documents and reports, including Classification of Juveniles in Corrections: A Model Systems Approach, (with Chris Baird and Gregory Storrs); Juvenile Alcohol and Other Drug Abuse: A Guide to Federal Initiatives for Prevention, Treatment, and Control; Assessing the Effects of the Deinstitutionalization of Status Offenders; Federal Agency Juvenile Delinquency Development Statements: Eleventh and Twelfth Analysis and Evaluation of Federal Juvenile Delinquency Programs; and Juvenile Delinquency Development Statements: A Federal Report.

Prior to 1985, Ms. Connelly served as the coordinator of technical assistance for a large federal training and technical assistance contract. She also served as the coordinator of a youth employment program, and as the director and counselor of a residential facility for youth.

Ms. Connelly received a Bachelor's Degree in Sociology from the American University in 1973.



J. PATRICK FINLEY

Mr. Finley has more than 22 years of experience working with a wide variety of local government and juvenile justice agencies nationwide. His background and experience include project management, personnel management, organizational development, training and technical assistance, security, and marketing.

Mr. Finley currently serves as the Government Project Director for Fox Valley Technical College. In this capacity, he is responsible for all justice related government contracts and agreements; and provides quality assurance for all products, resources, and services delivered. As Government Project Director, he coordinates general college resources and provides special assistance to the program managers of each government project and to the various government clients upon request.

Mr. Finley also serves as the Program Manager of the Office of Juvenile Justice and Delinquency Prevention's (OJJDP) Title IV Training and Technical Assistance Project. This three-year effort involves the design, development, and delivery of nationwide training and technical assistance to State and local units of government, nonprofit organizations, and other agencies serving missing and exploited children. In this capacity, Mr. Finley also provides support to the Federal Agency Task Force on Missing and Exploited Children, which includes representatives from 14 Federal agencies and one private agency who are working together to enhance and coordinate services for missing and exploited children.

In addition, Mr. Finley serves as the Program Manager for the OJJDP Law Enforcement Training and Technical Assistance contract. Through this three-year effort, comprehensive training and technical assistance are provided to local, State, and Federal participants to: improve the juvenile justice systems response to juvenile crime and delinquency; enhance skills and capabilities of practitioners who deal with juveniles on a daily basis; and improve coordination and cooperation among agencies.

Mr. Finley received a Master's Degree in City Management and a Bachelors Degree in Political Science from East Tennessee State University.



**HELEN FITZGERALD
DIRECTOR, GRIEF PROGRAM
MOUNT VERNON CENTER FOR COMMUNITY HEALTH**

PROFESSIONAL EXPERIENCE

Ms. Fitzgerald was a creative therapist in the psychiatric department of a large metropolitan hospital when her husband died of cancer in 1974. Motivated by her husband's death, she offered to assist an oncologist in ministering to other terminally ill patients and their families. Through intensive reading and supervision by a licensed social worker she was appointed three years later as coordinator of the nation's first grief program in a community mental health center. She continues in that capacity today, providing individual counseling and conducting seminars and support groups for all age levels and grief situations. She also lectures and conducts training sessions throughout the country. She is the author of two books on grief.

CAREER HIGHLIGHTS

- With her husband terminally ill, obtained employment in 1972 as a creative therapist in the psychiatric department of Fairfax Hospital in Falls Church, Virginia.
- In 1975 cofounded the third chapter in the nation of Make Today Count, a cancer support group. Continued facilitating meetings of that group for 21 years.
- In 1976 presented the first of a series of lectures (currently totaling 12) at the annual conferences of the Association for Death Education and Counseling.
- In 1977 appointed Coordinator of the Grief Program at Mt. Vernon Center for Community Mental Health in Alexandria, Virginia.
- First published article, "The Ripple Effect: Building a Grief Crisis Program within a Community Mental Health Center," appears in *THANATOS Magazine*, 1980.
- Honored as "Washington Woman of 1986" by *Washington Woman* magazine.
- Appointed consultant in 1989 to the Life with Cancer program of Fairfax Hospital, Falls Church, Virginia, to conduct children's bereavement groups.
- Certified as a Death Educator by the Association for Death Education and Counseling, 1990.
- Her first book, *The Grieving Child*, published by Simon and Schuster in 1992.
- Her second book, *The Mourning Handbook*, published by Simon and Schuster in 1994 and republished in paperback in 1995.

AFFILIATIONS

Member, Board of Directors, Association for Death Education and Counseling, 1993-1996

Chair of Conference Design, International Conference on Bereavement, to be held in Washington, DC, in 1997

Member, American Association for Counseling and Development



**MARGARET C. FRIERSON
EXECUTIVE DIRECTOR
NATIONAL CENTER FOR MISSING AND EXPLOITED CHILDREN
SOUTH CAROLINA BRANCH
1234 ST. ANDREWS ROAD, SUITE C
COLUMBIA, SOUTH CAROLINA 29210
(803) 750-7055**

Ms. Frierson serves as the Executive Director of the South Carolina Branch of the National Center for Missing and Exploited Children (NCMEC), a nonprofit organization. Founded in memory of 6-year-old Adam Walsh who was abducted and murdered in 1981, the South Carolina office is one of four branch offices located throughout the country. The South Carolina branch provides direct, hands-on assistance to parents and families who are faced with the frustrating and often tragic search for their children. In addition, the branch assists law enforcement agencies statewide and nationally in the recovery of missing children. The branch also offers safety educational programs to all age groups to provide children with the necessary skills to prevent them from becoming victims of abduction or abuse. Under Ms. Frierson's guidance, the South Carolina branch is recognized throughout the southeastern United States for its leading role in child advocacy. Often the branch is in the forefront for generating discussions on legislative changes to protect children. Recently, the branch joined with other victim advocacy organizations, state agencies, and law enforcement officials in championing the passage of a Sex Offender Registry in South Carolina. During the 1995 National Victims' Rights Week, the South Carolina branch received the Silver Scales of Justice "Outstanding Service Provider Award" from the South Carolina Victim Assistance Network. The staff was recognized for its exceptional service to child victims and their families.

In 1993 Ms. Frierson was selected to serve as the on-site coordinator for the Missing and Exploited Children Comprehensive Action Program (M/CAP) in South Carolina. Funded by the Office of Juvenile Justice and Delinquency Prevention of the U.S. Department of Justice, M/CAP provides assistance to communities by helping them identify and resolve the complex social and psychological problems that affect missing and exploited children and their families. South Carolina was chosen as the pilot test site for the statewide implementation of M/CAP, and 15 countywide jurisdictions within the state have received the comprehensive M/CAP implementation training.

Ms. Frierson holds a Bachelor of Science degree from the College of Charleston where she was voted "Outstanding Young Alumna of the Year" in 1992 for her work on behalf of children. She is a board member of the South Carolina Victim Assistance Network where she currently serves as Treasurer and chairman of the Children's Legislative Committee.



**EILEEN M. GARRY
OJJDP
SPECIAL ASSISTANT TO THE ADMINISTRATOR**

Eileen M. Garry is a Special Assistant to the Administrator of the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice. Prior to that, she provided technical assistance and support to OJJDP and other Department of Justice agencies and bureaus for over 17 years. She is currently responsible for directing planning, analysis, and management activities necessary for the successful completion of OJJDP goals and objectives. She initiates, plans, directs, and evaluates activities in support of OJJDP's policies and programs and is responsible for developing strategic plans for implementing and evaluating juvenile justice programs and operations. She also oversees OJJDP's Information Dissemination Unit. Ms. Garry works with Department of Justice program staff, Congress, constituencies within the juvenile and criminal justice community, and the media to monitor program needs and priorities. Ms. Garry received her education from the American University in Washington, DC, where she earned her B.A. degree, cum laude in Political Science, and an M.S., cum laude, in the Administration of Justice.



**WILLIAM HAGMAIER
UNIT CHIEF
FBI/CHILD ABDUCTION AND SERIAL KILLER UNIT**

Supervisory Special Agent (SSA) Hagmaier was born in 1947 in Pittsburgh, Pennsylvania. He received his undergraduate degree from Slippery Rock University in 1969. After serving in the U.S. Army Military Police Corps, he completed Master's degree requirements in psychology and counseling in 1974. He also attended postmaster's studies at the University of Pittsburgh and the University of Virginia.

Upon completion of Bureau training, SSA Hagmaier was assigned to the Minneapolis Division for four years, having spent time in Minneapolis Headquarters Office and finishing the last two years in St. Paul where he was Assistant Senior Resident Agent. The nature of his work centered mainly in the area of criminal investigations.

Following that assignment, SSA Hagmaier was transferred to New York where he served with New York City Police detectives on a special joint task force which targeted major case investigations to include bank robbery, extortion, and terrorism. In recognition of his contributions, he was inducted into the prestigious Honor Legion of the New York City Police Department, a tribute normally reserved only for outstanding New York Police Department investigators and rarely bestowed upon non-New York Police Department personnel.

SSA Hagmaier joined the FBI Academy's Behavioral Science Unit in 1983 and enjoys adjunct status with the University of Virginia. Along with specializing in crime analysis and criminal personality profiling, he has been responsible for the year-long training of selected local investigators who have been selected to participate in the National Center for the Analysis of Violent Crime's Police Fellowship Program.

In 1994 SSA Hagmaier took over the FBI's Undercover Safeguard Program and, under his management, developed it into an operational unit which now supports FBI covert operations.

Presently, SSA Hagmaier is the Unit Chief of the Child Abduction and Serial Killer Unit which is a part of the FBI's Critical Incident Response Group. He is also Chief of the Federal Government's National Task Force on Missing and Exploited Children which is composed of investigators from the Bureau of Alcohol, Tobacco, and Firearms; the Drug Enforcement Administration; the Federal Bureau of Investigation; the United States Customs Service; the United States Marshals Service; the United States Postal Inspection Service; and the United States Secret Service.

SSA Hagmaier has been a consultant to law enforcement agencies throughout the United States, Canada, Puerto Rico, England, Australia, and Switzerland. His consultations have dealt with such acts as homicide, arson, bombing, political corruption, sexual assault, child abduction/molestation, kidnapping, organized crime, and foreign counterintelligence. Included in these cases are "Unabomb," "Columbus Stranglings," "Green River Homicides," "Sentry Armored Car Robbery" (largest cash robbery in U.S. history), "Dupont Plaza Hotel" (97 deaths), "The Night Stalker Homicides," "Ted Bundy Murders," "Federal Judge Assassinations," and many more.



**WANDA KEYES HEARD
EXECUTIVE ASSISTANT U.S. ATTORNEY
MIDDLE DISTRICT OF FLORIDA**

Ms. Heard has been the Executive Assistant to the United States Attorney, Charles R. Wilson, for the Middle District of Florida since 1994. The United States Attorney's office in the Middle District of Florida includes four branch offices in Orlando, Tampa, Ft. Myers, and Jacksonville with a total of 103 federal prosecutors in the Criminal, Civil, and Appellate divisions.

Ms. Heard received her legal education at the University of Maryland School of Law where she obtained her Juris Doctorate degree in 1982. She attended the University of Maryland, Baltimore County, where she received her Bachelor of Arts degree in 1979. During her 14-year legal career, she has been a congressional and judicial clerk, prosecuted on the state and federal levels, and has done defense work on the state and federal levels. She has been invited to lecture on domestic violence and child abuse at conferences and seminars around the country and in the United States Virgin Islands.

As the Executive Assistant U.S. Attorney, Ms. Heard has been designated as the Child Support Enforcement Coordinator, Violent Crime Coordinator, and the Crime Bill Implementation Coordinator for the Middle District of Florida. Ms. Heard is also responsible for the development of a federal multidisciplinary team approach to the investigation and prosecution of child abuse cases occurring in the Middle District as well as the implementation of the federal interstate domestic violence statutes in the District.

In addition to the various other Department of Justice initiatives she oversees, Ms. Heard directly supervises the Law Enforcement Coordinator Manager (LECM), the Victim/Witness Coordinator, the USAO Speaker's Bureau, USAO Adopt-a-School Program, the Weed and Seed prosecution effort, and other special projects of the U.S. Attorney within the Middle District of Florida.



**CAL HENDERSON
SHERIFF
HILLSBOROUGH COUNTY SHERIFF'S DEPARTMENT**

Cal Henderson was born and raised in Hillsborough County and is a graduate of Chamberlain High School. He enlisted in the U.S. Army after graduation and received an honorable discharge as a Staff Sergeant E-6 in 1964.

In 1965 he began his career in law enforcement with the Tampa Police Department. In 1967 he joined the United States Border Patrol where he served for 18 months stationed on the California/Mexico border. Cal Henderson then served a tour as a civilian with the CIA in South Vietnam, training and advising the Vietnamese National Police.

In 1969 he joined the Hillsborough County Sheriff's Office as a patrolman where he worked his way up through the ranks to Colonel prior to his election as Sheriff of Hillsborough County in January 1993. For 11 years he served as a Major in each of the operational divisions of the Sheriff's Office, and on July 1, 1985, he was promoted to Colonel in charge of the four divisions of the Enforcement Operations Department.

Sheriff Henderson attended college part time and graduated from the University of South Florida where he attained both a Bachelor of Arts and a Master's degree with honors. He has taught at Hillsborough Community College and the University of South Florida as an adjunct professor. He is a graduate of the FBI National Academy and is currently President of the Florida National Academy Chapter.

Sheriff Henderson is actively involved in numerous civic, professional, and community-related organizations.



**GEORGIA K. HILGEMAN
EXECUTIVE DIRECTOR
VANISHED CHILDREN'S ALLIANCE**

Ms. Hilgeman is the Executive Director of the Vanished Children's Alliance (VCA), a national private nonprofit organization located in San Jose, California, dedicated to the prevention, location, and recovery of missing and abducted children. Ms. Hilgeman is not only responsible for the management and operation of the VCA, she is also responsible for representing and promoting the agency on the local, state, national, and international levels. This is accomplished by her active participation as a consultant, trainer, and issue area expert on numerous program and project advisory boards, in training programs and conferences, and through the media.

After a 4½ year personal experience as a searching parent for her abducted and subsequently recovered daughter, Ms. Hilgeman founded the VCA in March 1981. Now in its second decade of service, the Vanished Children's Alliance has become one of the largest organizations of its kind in the country with a national and international network to aid in the prevention, investigation, location, recovery, and reunification of missing and abducted children. For over 20 years Ms. Hilgeman has been an important and recognized force in the area of child safety. Ms. Hilgeman has become a nationally recognized expert in the development and implementation of effective and meaningful education and prevention programs as well as legislation on the local, state, and federal levels.

In addition to being the Executive Director of the VCA for the past 16 years, Ms. Hilgeman was also a school counselor and has extensive experience in understanding and working within the public school system.

Ms. Hilgeman holds a Master of Arts degree in Educational Counseling. She has also earned her life credentials in counseling and psychology for the state of California. Additionally, she has extensive training and experience in all areas of adult and child victimization.



**PHIL E. KEITH
CHIEF OF POLICE
KNOXVILLE POLICE DEPARTMENT
KNOXVILLE, TENNESSEE**

Phil Keith has more than 25 years of experience in the fields of criminal justice, public safety, and business administration. During these 25 years, he has held numerous high level policy making positions in law enforcement, public safety, and project management. Currently he is the Chief of Police of Knoxville, Tennessee, where he has led his department toward becoming one of the finest law enforcement agencies in the country. During his tenure as Chief, the Knoxville Police Department has become accredited, selected as a national demonstration site for community policing, and the recipient of national awards for crime prevention and highway safety.

Prior to serving as the Chief of Police, he demonstrated innovative strategies through a number of nationally recognized programs, including the Integrated Criminal Apprehension Program, Systems Approach to Crime Prevention, and Covert Property Crimes Program. For more than 10 years he served as the director of the planning and research element of the Knoxville Police Department where he coordinated and evaluated all procedural and operational changes involving all aspects of law enforcement services. Additionally he has served as Administrative Assistant to three former chiefs of police and has been recognized for his achievements, including Officer of the Year, Law Enforcement Educator of the Year by the Southeast Criminal Justice Educators Association, and the nationally acclaimed Planner of the Year Award. He is recognized throughout the country as an expert in patrol staffing, juvenile justice issues, organizational development strategies, and training and development of personnel. He has successfully developed and implemented many projects that have resulted in national recognition such as juvenile justice, crime prevention, and career development.

Mr. Keith served on the 1994 U.S. Conference of Mayors Crime Task Force, comprised of six mayors and six police chiefs representing considerable involvement in the 1994 Crime Bill. Additionally, he has appeared on national network programs such as the McNeil-Lehrer Hour, CNN News, and ABC News. Included in his speaking engagements are the United States Attorneys Conference, International Association of Chiefs of Police, National Juvenile Officers Association, International City Manager's Association, the Attorney General's Task Force on Violent Crime, and the National Crime Summit.

Mr. Keith received his undergraduate degree from East Tennessee State University and his Master's Degree from the University of Tennessee. He is a graduate of the 110th Session of the FBI's National Academy and the 13th Session of the National Executive Institute.



**RONALD C. LANEY
DIRECTOR, MISSING AND EXPLOITED CHILDREN'S PROGRAM
OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
U.S. DEPARTMENT OF JUSTICE
633 INDIANA AVENUE, N.W.
WASHINGTON, DC 20531
(202) 616-7323**

Ronald C. Laney was appointed Director, Missing and Exploited Children's Program, in May 1994. He acted in the position from January 1993 through April 1994. From 1981 through April 1994, he had been the Law Enforcement Program Manager in OJJDP. He has developed a series of National Law Enforcement Training programs that are offered throughout the country today. Over 15,000 law enforcement personnel have participated in these training programs since 1982. Prior to coming to OJJDP, Mr. Laney served as a program manager in the Law Enforcement Assistance Administration for five years.

Ron Laney has a Bachelor's degree in Criminology from the University of Tampa and a Master's degree in Criminal Justice from the University of South Florida. Ron served in the U.S. Marine Corps from 1964 to 1970 before being wounded during his second tour in Vietnam and medically retired. He also served as a probation officer in St. Petersburg, Florida, during 1974 and has received numerous awards from local and state law enforcement organizations for his work in juvenile law enforcement.



**KAREN LAWS
MANAGER OF MARKETING AND PUBLIC RELATIONS
FOX VALLEY TECHNICAL COLLEGE**

Karen Laws is the Manager of Marketing and Public Relations for Fox Valley Technical College in Appleton. She is a native of Wisconsin and a graduate of the University of Madison.

For 18 years Laws resided in New York City where she worked as a producer for the NBC Network News department. Traveling all over the world, she has had a variety of assignments, from the art of the Vatican in Rome to the victims of violent crime in the streets of Chicago. The documentaries won ten national Emmy awards and many additional recognitions.

Ten years ago Laws retired to Wisconsin with her husband and young son. Deciding to return to work, she produced and directed special reports for local television, again receiving national recognition for her work.

In 1991 she joined the staff of one of the largest technical colleges in Wisconsin as their Marketing Manager. She currently is responsible for the public relations activities of the college as well as all advertising, publications, media planning, promotion, and targeted marketing.

Laws is very active in community organizations as well. Much of her time is spent developing marketing plans with nonprofit groups who have very little staff and even less money. Recently she completed a half-hour documentary on the history of the Fox River Valley which she produced with local professionals who donated their time to the project.



**MICHAEL MEDARIS
U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
MISSING AND EXPLOITED CHILDREN'S PROGRAM
(202) 616-3637**

Michael Medaris is Program Manager within the Department of Justice's Office of Juvenile Justice and Delinquency Prevention and has over 23 years of local and federal law enforcement experience. He retired from the Washington D.C. Metropolitan Police Department at the rank of Captain to take a position with the Federal Bureau of Investigation as a training instructor. While on the department, he was a member of the hostage rescue unit for 14 years, supervised department elements responsible for conducting criminal and narcotics investigations, and received over 130 commendations and awards. His last position was the commander of the interagency Weed and Seed Task Force.

His present duties include oversight of the national resource center and clearinghouse, coordination of research and training child homicide investigations programs, and development of information sharing initiatives for the juvenile justice community.

Mr. Medaris has lectured at the FBI Academy and American University, briefed Members of Congress and their staff, and given presentations across the country addressing such subjects as community policing, drug organization intelligence, hate crime, and the National Crime Information Center (NCIC) Violent Gang File.

He is a graduate of the 161st Session of the FBI National Academy.



**GARY R. O'CONNOR
SERGEANT
LOWER GWYNEDD TOWNSHIP POLICE DEPARTMENT**

Sergeant O'Connor is a 27 year veteran law enforcement officer and a nationally recognized trainer for various criminal justice agencies. He has instructed and consulted for the U.S. Justice Department and the Federal Law Enforcement Training Center, as well as for various state and local law enforcement agencies.

- Senior instructor and consultant for the Office of Juvenile Justice and Delinquency Prevention for the past 12 years.
 - Provided training and technical assistance in 47 states.
 - Presenter to National District Attorneys Association, American Prosecutors Research Institute, National Council of Juvenile and Family Court Judges, National School Safety Center, National Crime Prevention Institute, National Center for Missing and Exploited Children, National Gang Prevention Conference and numerous state/national criminal justice organizations and associations.
 - Served for eight years on Pennsylvania's Juvenile Advisory Committee (SAG), chairman of Pennsylvania's Compliance Monitoring Committee. (Mandates)
 - Served for six years as member of the Board of Managers of Montgomery County Juvenile Detention Center and Montgomery County Shelter, (2 as president), received NCJFCJ award as outstanding detention facility in United States.
 - Past President and founding member of the Pennsylvania Juvenile Officer's Association.
 - Recipient of Pennsylvania Juvenile Officer of the Year Award, Montgomery County Juvenile Officer of the Year, Chamber of Commerce Officer of the Year, Community Service Award.
 - Graduate of Penn State University (B.S., 1968)
-



JOHN B. RABUN, JR.

Mr. Rabun has been the Vice President and Chief Operating Officer of the National Center for Missing and Exploited Children (a private, nonprofit organization) in Arlington, Virginia, since it was founded in April 1984 by the U.S. Department of Justice (\$4 million per year; 50 staff) and mandated in October 1984 by the U.S. Congress.

Her received a B.A. from Mercer University in 1967, an M.S.S.W. from the University of Louisville in 1971, and membership in the Academy of Certified Social Workers in 1973.

From 1973-1984 he was a sworn Juvenile Officer with full law enforcement powers statewide and founded (as Program Manager) the Exploited and Missing Child Unit in Louisville, Kentucky, the first police/social work special investigations team on child sexual exploitation.

Mr. Rabun has been qualified as an expert witness in forensic social work investigations for exploited and missing children cases in local, state, and U.S. federal courts and has provided expert testimony before the U.S. Congress seven times over the last 12 years. He also was a trainer for the FBI/Law Enforcement Satellite Training Network in a 3-hour nationwide TV teleconference hosted by the FBI Academy.

During the last seven years, Mr. Rabun has provided consultation, professional education, and on-site assessments at approximately **596 hospitals** and for approximately **41,705 personnel** in U.S., Canada, and U.K. national nursing associations, hospital security associations, and law enforcement agencies on the abductions of newborns and infant safety in healthcare settings. For the first time in more than a decade, the incidence of infant abductions from hospitals decreased by 55% in 1992 and by **1995 declined 82% overall**.

Mr. Rabun authored the book *For Healthcare Professionals: Guidelines on Prevention of and Response to Infant Abduction* (4th edition, June 1996) in conjunction with AWHONN, IAHS, and the FBI Academy and for which he was awarded the **Russell L. Colling Literary Award** (Calgary Canada, 1991) and the **Presidential Award** (1993) by the International Association for Healthcare Security & Safety.

His writings include "Infant Abductions: A Family Crisis," *Crisis Intervention*, Vol. 2, No. 2, Overseas Publishers Assn., 1995; "Preventing Abduction of Infants from Hospitals," *Plant, Technology & Safety Management Series: Security Issues in Health Care Facilities*, Joint Commission on Accreditation of Healthcare Organizations (JCAHO), No. 4, Dec. 1991; "Newborn Infant Abductions from Hospitals," *Child Trauma I*, Ann Wolbert Burgess, editor, Garland Publishing, 1992; and "Combating Child Pornography and Prostitution: One County's Approach," *Child Pornography and Sex Rings*, Ann Wolbert Burgess, editor, Lexington Books, 1984.

He was selected for the **1991-1996 Who's Who in America**, 46th-50th Eds., and for the **1991 Who's Who in U.S. Law Enforcement Leaders**.

Mr. Rabun has also made guest appearances on most of the U.S. and U.K. national TV and radio talk shows, issue specials, and news programs and has been quoted in major newspapers and national news/feature magazines in USA/CDN/UK.



**NANCY SAITTA
DEPUTY ATTORNEY GENERAL
NEVADA MISSING CHILDREN CLEARINGHOUSE**

PROFESSIONAL EXPERIENCE

- Served for more than two years as Nevada's Children's Advocate in the Office of the Attorney General.
- Prosecuted parental abduction cases and involved in numerous custody matters.
- Helped create the Runaway Task Force, a multidisciplinary group analyzing the current status of the runaway population in Clark County and presently developing recommendations and solutions to this community problem.
- Facilitated the creation of the Missing and Exploited Children Comprehensive Action Program ("M/CAP") in Clark County, one of only 22 sites nationally. Presently serves as chairperson of that program.
- Wrote, lobbied for, and was responsible for the passage of Senate and Assembly bills related to child custody and the protection of children.
- Ten years of practice in Michigan and Nevada.
- Graduated magna cum laude from Wayne State University with a Bachelor of Science degree in criminal justice and received a juris doctorate from Wayne State University School of Law.
- Active participant in numerous national and statewide conferences, seminars, and training sessions related to family law issues.
- Received the Clark County District Attorney's "Outstanding Service Award," and the "For the Children Award" from the National Association of Attorneys General.

COMMUNITY INVOLVEMENT

- Board of Directors, Nevada Child Seekers
 - Chairman, Southern Nevada Runaway Task Force
 - Chairman, Clark County Missing and Exploited Children Comprehensive Action Program
 - Member, Citizen's Committee for Victim's Rights
 - Member, Las Vegas Center for Children (CCVR) Planning Counsel
 - Member, Southern Nevada Domestic Violence Task Force
 - Member, Nevada State Juvenile Justice Commission
 - Member, Suspected Child Abuse and Neglect Committee "SCAN"
 - Member, Child Death Review Team
 - Member, Nevada Children's Justice Task Force
 - Volunteer legal counsel on behalf of unwed mothers and adoptive parents for adoption proceedings
 - Volunteer attorney services for the Pro Bono Project
 - Appointed by Governor to the Juvenile Justice Commission
 - Board Member, Variety Club (Children's Charity)
 - Board Member, CASA Foundation
-



**SUSAN R. SHRINER
OFFICE FOR VICTIMS OF CRIME
U.S. DEPARTMENT OF JUSTICE
633 INDIANA AVENUE, N.W.
WASHINGTON, DC 20531
(202) 616-3577**

Sue Shriner is a Senior Program Specialist in the Office for Victims of Crime (OVC) in the U.S. Department of Justice. Ms. Shriner has worked for more than 14 years in numerous federal positions relating to domestic violence, child abuse, and child sexual abuse. She serves as the OVC liaison with all federal agencies regarding victim-witness assistance issues and has responsibility for that portion of OVC's federal program that includes:

- Interagency agreements with the Federal Law Enforcement Training Center, the FBI, the Department of Defense, the Department of the Interior, U.S. Parole Commission, U.S. Postal Inspection Service, and the Department of State
- Training and technical assistance for federal law enforcement
- Monitoring of federal agency compliance with victim and witness statutes
- Monitoring grants on child sexual exploitation
- Case coordination with federal agencies

Ms. Shriner has provided victim assistance training to over 30 federal agencies. She has served as a speaker at the National Symposium on Child Sexual Abuse, victim assistance field training supported by the Federal Law Enforcement Training Center, DoD's Family Advocacy Staff Training course, the FBI's National Academy, and the Air Force's Office of Special Investigations Training Academy. She serves on the Federal Task Force for Missing and Exploited Children.

Before joining the Justice Department in 1989, Ms. Shriner worked for Headquarters, Department of Army, where she served as a Family Advocacy Program child sexual abuse specialist. Prior to government service, Ms. Shriner served as the director of a domestic violence shelter and provided direct services for victims of sexual assault as an emergency room crisis counselor. She earned her B.A. at the University of Arizona and her M.S. in Human Services (Counseling and Guidance) from Murray State University.



CHARLOTTE SMITH
[72662.3727@COMPUSERVE.COM]

Charlotte Smith is a lifelong resident of the Washington, DC, area and attended the University of Maryland. She has degrees in Computer Management and American Studies/American Art History.

Her on-line life only began about five years ago, so can still be considered a "newbie." When she first discovered CompuServe because of her interest in fine art, she went straight to the Fine Art Forum which is owned and managed by the "Go Graphics" Group, Inc., of Orlando, Florida. After posting only one message, she was contacted by an employee of the company, asking her if she wanted to "continue playing" but on a more official status. She said yes, and her on-line life very quickly began to evolve. Shortly thereafter she became a sysop in many different forums, all owned and/or managed by "Go Graphics." It was in this way that she first became acquainted with the National Center for Missing and Exploited Children.

Besides her volunteer work with NCMEC, which includes sysoping their on-line forums, she is a full-time independent On-Line Consultant. Her work involves guiding businesses through the discovery of their on-line/Internet needs and helping individuals get over their fear of "modeming."



**ROY W. STEPHENS
EXECUTIVE DIRECTOR/FOUNDER
MISSING YOUTH FOUNDATION**

Roy Stephens has been Executive Director/Founder of the Missing Youth Foundation since 1988. Previously a private investigator, Mr. Stephens has aided in the recovery and return of over 500 children. The Missing Youth Foundation continues its efforts to reunite missing children with their families as well as to educate over 10,000 families and children as to the risk of abduction and how to prevent children from becoming victims. Roy was unanimously chosen by his peers as the first president of the International "Association for Missing and Exploited Children's Organizations" in 1994 to serve in this role until 1997. He serves as Grant Advisor to the U.S. Justice Department's Office of Missing and Exploited Children's Programs. Mr. Stephens has helped to write legislation on the state and national level dealing with issues of child and family safety. Because of his experience and expertise, he has been interviewed numerous times for local, national, and international publications and television. He has received numerous awards for his community leadership and service, including "Outstanding Young Individual," "Outstanding Young Nebraskan," "JCI Senator," for his work with Jaycees as well as "International Man of the Year."



**DONNA UZZELL
SPECIAL AGENT IN CHARGE
FLORIDA DEPARTMENT OF LAW ENFORCEMENT**

Donna M. Uzzell is the Special Agent in Charge of the Investigative Support Bureau of the Florida Department of Law Enforcement in Tallahassee, Florida. Her duties include management of the Intelligence Section and Special Programs such as the Missing Children Information Clearinghouse, Drug Abuse Resistance Education Program (DARE), Statewide Serious Habitual Offender Program (SHOCAP), Crimes Against Children Program, Fugitives and Domestic Marijuana. Previously she was a Sergeant with the Tallahassee Police Department and a member with the agency for 13 years.

In 1988, Ms. Uzzell was elected to the Leon County School Board and is now in her second term of office, serving two years as School Board Chairman. During the past eight years, she has worked on safe school policy and procedures and has conducted training throughout the state on Crisis Intervention, Safe School Planning, Interagency Collaboration, and SHOCAP. She is currently an adjunct professor at Florida State University teaching in the School of Criminology and a consultant for Fox Valley Technical College in Wisconsin.

Donna Uzzell is a certified Crime Prevention Practitioner and former DARE officer. She has received recognition for her work in the area of child safety, including a Law Enforcement Officer of the Year Award. She has served on several statewide Task Forces on School and Child Safety and Juvenile Justice issues. In 1993 she completed a 4-month special assignment to the Commissioner of Education on Law Enforcement and Education Collaborative Relationships. In May of 1993 she spent five months on special assignment to the Florida Attorney General's Office developing and implementing the Florida Community Juvenile Justice Partnership Grant Program.



**DIANE E. VIGARS, MANAGER
NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES
MISSING AND EXPLOITED CHILDREN CLEARINGHOUSE
EXECUTIVE PARK TOWER
STUYVESANT PLAZA
ALBANY, NEW YORK 12203**

- Attended Russell Sage College—Criminal Science Major
 - 32 years with the New York State Division of Criminal Justice Services
 - 11 years as Supervisor/Manager of the New York State Missing and Exploited Children Clearinghouse
 - New York State Certified Police Instructor
 - Received training on missing children/child abuse issues and investigations from the National Center for Missing and Exploited Children, New York State Police, American Bar Association Center on Family and the Law, U.S. Department of State, Federal Bureau of Investigation (FBI), National Council of Juvenile and Family Court Judges, American Prosecutors Research Institute, and Finest Consultants/University of Southern California
 - Member of the State of New York Police Juvenile Officers Association, International Juvenile Officers Association, New York State Division of the International Association for Identification, and member of the New York State Runaway and Homeless Youth Advisory Committee
-



**KATHLEEN D. WADE
AREA DIRECTOR
AMERICAN CANCER SOCIETY
LITTLE ROCK, ARKANSAS**

Kathy Wade has been with the American Cancer Society for 2½ years, working with over 400 local volunteers in eight counties on fundraising and education projects and patient services. Wade is active in a local fundraising group and has spoken on fundraising and working with volunteers. She is an active volunteer herself and has been involved in numerous fundraising projects over the years, from golf tournaments to balls, galas, and holiday greenery sales! Wade has lived all over the United States as a Navy and phone company brat and an Army wife. She's been in Fayetteville, Arkansas, for five years, happy to come back to her alma mater, the University of Arkansas, where she received a B.S. in Elementary Education and can see the Razorbacks in action often!





2101 Wilson Boulevard
Suite 550 • Arlington, VA

22201-3052

Telephone 703-235-3900

Facsimile 703-235-4067

Branches:
California
Florida
New York
South Carolina

Adam Walsh Children's Fund

THE NATIONAL CENTER FOR MISSING AND EXPLOITED CHILDREN: A POWERFUL RESOURCE FOR LAW ENFORCEMENT AND FAMILIES

The National Center for Missing and Exploited Children (NCMEC) is a private, nonprofit organization, mandated by Congress and working in cooperation with the US Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP). NCMEC is a vital resource for the 17,000 law enforcement agencies located throughout the US in the search for missing children and the quest for child protection.

Since 1984 NCMEC has handled 983,000 calls through its national Hotline, 1-800-THE-LOST; trained 138,000 police and other professionals; and disseminated 13 million free, issue-based publications. NCMEC has worked with law enforcement on 49,000 missing child cases, resulting in the recovery of 33,000 children.

NCMEC is the only nonprofit organization provided access to the FBI's National Crime Information Center (NCIC) Missing Person, Wanted Person, and Unidentified Person Files; the National Law Enforcement Telecommunications System (NLETS); and the Federal Parent Locator Service (FPLS). It is the only organization operating a 24-hour, toll-free Hotline for the recovery of missing children in cooperation with the US Department of Justice. It is the only organization operating a 24-hour, toll-free child pornography tipline in cooperation with the US Customs Service and the US Postal Inspection Service. It is the only organization to handle, for the US Department of State, the applications seeking return of or access to children abducted to the US under the Hague Convention on the Civil Aspects of International Child Abduction.

SERVICES

- **National Computer Network** – NCMEC is linked via online services with 48 state clearinghouses plus DC, RCMP in Canada, Scotland Yard in the UK, Netherlands Police, Australian Police, INTERPOL, Belgium Gendarmerie, US Secret Service Forensic Services, and US Dept. of State, allowing the instant transmission of images and information on missing child cases.

- **Project ALERT—America's Law Enforcement Retiree Team**—In partnership with 14 national law enforcement associations, NCMEC uses volunteer, retired police officers to provide free, on-site assistance to hard-pressed local police in difficult missing or exploited child cases.

- **Missing Child Alert** – Time is the enemy, and NCMEC provides instant exposure by computer or through public service announcements in breaking cases and distributed via satellite across the country.

- **Photos and Posters** -- Through a network of 460 private sector partners, millions of missing children photographs have been disseminated, with one in seven of the children featured recovered as a direct result. NCMEC believes that "somebody knows," and seeks to reach every home throughout the country.

- **Imaging/Identification** -- Headed by forensic specialists and supported by computer industry leaders, NCMEC "ages" photos of long-term missing children; reconstructs faces from morgue photos of unidentified deceased; helps identify facial images of children from confiscated child pornography; and trains forensic artists.

- **Case Management** -- Directed by former New York Police Captain Ben Ermini, NCMEC Case Managers work with police and provide advice and assistance in evidence collection, search warrants, interviewing victims, conducting searches, and more.

- **Leads** -- NCMEC receives thousands of leads, which are disseminated to police investigators. NCMEC also operates the national child pornography tipline, which has produced leads resulting in many successful investigations.

- **Case Analysis** -- Headed by former Metropolitan (Washington DC) Police Department Detective Ruben Rodriguez, NCMEC assesses leads and provides the most usable, relevant information possible to police. Using a geographic information database, NCMEC tracks leads, identifies patterns between cases, and helps coordinate investigations by tying cases together.

- **Queries and Database Searches** -- Through its networked database NCMEC searches active missing child cases based upon a series of identifiers. If a police officer is suspicious about a child, he or she contacts NCMEC with descriptive information and requests a database search for matches.

- **Training** -- NCMEC has provided training in all aspects of missing and exploited child cases. NCMEC's Basic Investigators Course is conducted at regional sites across the country and at its training center in Arlington, Virginia.

- **Prevention of Infant Abductions** -- John Rabun, NCMEC's Vice President and former Manager of Louisville, Kentucky's model Exploited and Missing Child Unit, is the national leader in the prevention and investigation of infant abductions. Rabun has trained 41,535 healthcare professionals, consulted with 596 hospitals, and advised and assisted law enforcement officials across the country on infant abduction investigations.

- **Prevention/Education** -- NCMEC works with crime prevention officers and reaches out to the general public with positive, effective child safety information and services including *KIDS AND COMPANY: Together for Safety*, the state-of-the-art personal safety curriculum for grades K-6; *Project KidCare*, a campaign to provide parents with a current photograph of their child, descriptive information, and safety tips in an attractive, passport-like booklet; and *Kidprint*, a program through which families can obtain a free videotape of their child.

Whether a police officer or parent needs case assistance or is seeking a community-based child safety program, all it takes is one call, 1-800-THE-LOST, to America's High-Tech Search Network, the National Center for Missing and Exploited Children.



2101 Wilson Boulevard
Suite 550 • Arlington, VA
22201-3052

Telephone: 703/235-3900

Facsimile: 703/235-4067



Branches:
California
Florida
New York
South Carolina

Adam Walsh Children's Fund

Project ALERT: **AMERICA'S LAW ENFORCEMENT RETIREE TEAM**

=====

The National Center for Missing and Exploited Children (NCMEC), in partnership with America's leading law enforcement associations, has launched a national effort to utilize retired law enforcement professionals as volunteers in Project ALERT.

Law enforcement agencies across the country are handling enormous case loads with tighter budgets and fewer personnel resources. Project ALERT provides a hands-on *free* resource to agencies struggling with missing child cases, child homicides, and child exploitation issues. ALERT team members possess the expertise and commitment so vital to resolving these difficult cases. They are available *now* to provide many kinds of consultant services at minimal or no expense:

- ⇒ Evaluate long-term missing child cases and suggest new approaches
- ⇒ Analyze and set priority order for leads and sightings
- ⇒ Telephone follow-up with leads and sightings
- ⇒ Assessment and coordination with local, state, and national resources
- ⇒ Emergency response assistance with search and rescue
- ⇒ Consult with agency on media strategies and interviewing techniques

Project ALERT volunteer assistance is offered **solely for the benefit of the investigating agency**. Project ALERT team members do *not* have sworn authority, and act as agents of NCMEC. They will conduct themselves within the defined and prescribed scope of their responsibilities as Project ALERT volunteer consultants. ALERT assistance is also available for:

- ⇒ Public speaking/community awareness programs
- ⇒ Technical advice regarding physical security and prevention
- ⇒ Other specialized technical services

Utilizing the lifetime experiences of retired law enforcement professionals benefits police agencies *and* helps to serve and protect the children and families who depend on them. For more information call 1-800-THE LOST. (1-800-843-5678)

=====

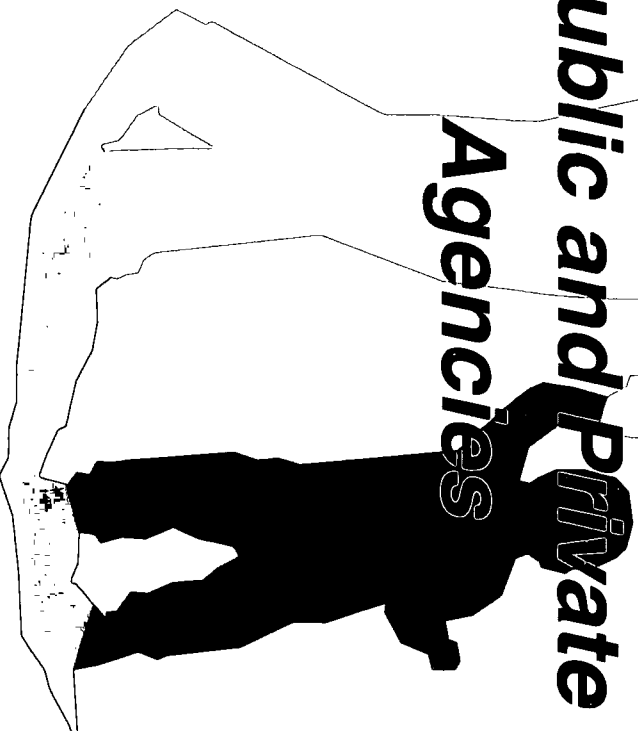
* Expenses which may be incurred by an agency would include normal operating expenses, such as the cost of long distance telephone calls made by an ALERT team member while on site providing assistance. The agency may also need to provide site transportation of team members to and from airport, hotel, or agency. All other transportation, lodging and per diem arrangements and expenses for team members are covered by NCMEC under a grant received from the Office of Juvenile Justice and Delinquency Prevention.





Federal Resources on Missing and Exploited Children:

***A Directory for Law
Enforcement and Other
Public and Private
Agencies***



Federal Agency Task Force for Missing and Exploited Children

U.S. Department of Defense

Family Advocacy Program
Legal Assistance Offices

U.S. Department of Education

Office of Elementary and Secondary Education
Safe and Drug-Free Schools Program

U.S. Department of Health and Human Services

Family and Youth Services Bureau
National Center on Child Abuse and Neglect

U.S. Department of Justice

Child Exploitation and Obscenity Section
Federal Bureau of Investigation
Office for Victims of Crime
Office of Juvenile Justice and Delinquency Prevention/
Missing and Exploited Children's Program
U.S. National Central Bureau (INTERPOL)

U.S. Department of State

Office of Children's Issues

U.S. Department of Treasury

U.S. Customs Service
U.S. Secret Service
Forensic Services Division

U.S. Postal Service

U.S. Postal Inspection Service

National Center for Missing and Exploited Children

**Federal Resources on Missing and Exploited Children:
A Directory For
Law Enforcement and Other Public and Private Agencies**

Federal Agency Task Force for Missing and Exploited Children

May 1996

This document was prepared by Fox Valley Technical College under Cooperative Agreement 95-MC-CX-K002 from the Office of Juvenile Justice and Delinquency Prevention of the U.S. Department of Justice.

The Office of Juvenile Justice and Delinquency Prevention is a component of the Office of Justice Programs, which also includes the Bureau of Justice Assistance, the Bureau of Justice Statistics, the National Institute of Justice, and the Office for Victims of Crime.

Foreword

Our children are our most important resource, and providing a safe environment for them is our most important responsibility. When a child is reported missing or victimized, our response as a society must be swift, efficient, and effective.

Faced with reduced budgets and high violent crime rates, state and local law enforcement are often unable to actively investigate missing children cases on a long-term basis. In stranger abduction cases, where victim life expectancy often can be measured in hours, local law enforcement is under incredible pressure to recover the child immediately. All missing and exploited children cases, whether short or long-term, can strain the resources of the investigating agency. Consequently, it is critical for information about Federal programs and services to be available so that local law enforcement can request them when needed.

This directory was prepared by the Federal Agency Task Force for Missing and Exploited Children and represents the Task Force's initial efforts to enhance the coordination of the delivery of Federal services to missing and exploited children and their families. Designed to provide information about Federal resources, the directory is a compilation of the many services, programs, publications, and training that address issues of child sexual exploitation, child pornography, child abductions, and missing children cases. The directory contains information ranging from access to specialized forensic resources for an abducted child case, to proactive training and prevention programs.

It is the Task Force's hope that child-serving professionals and law enforcement will find this publication to be a valuable supplement and that it will enhance their activities and programs for missing and exploited children.

I invite you to make use of this directory as we all work to protect our Nation's children.

Shay Bilchik
Administrator
Office of Juvenile Justice and Delinquency Prevention

Acknowledgments

Compiling a directory of this type is a labor of love. It requires the commitment, dedication, and cooperation of many agencies and many persons within those agencies. The Task Force wishes to thank the following individuals in particular, who gave their time and energy so generously to this project:

Gail Beaumont
Safe and Drug-Free Schools Program
U.S. Department of Education

Joe Bock
Family and Youth Services Bureau
U.S. Department of Health and Human Services

Emily Cook
National Center on Child Abuse and Neglect
U.S. Department of Health and Human Services

Richard Dusak
Forensic Services Division
U.S. Secret Service
U.S. Department of Treasury

Bill Hagmaier, S.S.A.
Child Abduction and Serial Killer Unit
Morgan P. Hardiman Task Force on Missing and Exploited Children
Federal Bureau of Investigation
U.S. Department of Justice

John Hargett
Forensic Services Division
U.S. Secret Service
U.S. Department of Treasury

Don Huycke, S.S.A.
U.S. Customs Service
U.S. Department of Treasury

Margie Kazdin
National Center for Missing and Exploited Children

Richard Laczynski, S.S.A.
U.S. National Central Bureau (INTERPOL)
U.S. Department of Justice

Ron Laney
Missing and Exploited Children's Program
Office of Juvenile Justice and Delinquency Prevention
U.S. Department of Justice

Cynthia J. Lent
Child Abduction and Serial Killer Unit
Federal Bureau of Investigation
U.S. Department of Justice

Terry R. Lewis
Family and Youth Services Bureau
U.S. Department of Health and Human Services

David Lloyd
Family Advocacy Program
U.S. Department of Defense

Terry Lord
Child Exploitation and Obscenity Section
U.S. Department of Justice

Michael Medaris
Missing and Exploited Children's Program
Office of Juvenile Justice and Delinquency Prevention
U.S. Department of Justice

James R. Prietsch, S.A.
U.S. National Central Bureau (INTERPOL)
U.S. Department of Justice

John Rabun
National Center for Missing and Exploited Children

Leslie Rowe
Office of Children's Issues
U.S. Department of State

Judy Schretter
Child Exploitation and Obscenity Section
U.S. Department of Justice

Jim Schuler
Office of Children's Issues
U.S. Department of State

Sue Shriner
Office for Victims of Crime
U.S. Department of Justice

Raymond C. Smith
Office of Criminal Investigations
U.S. Postal Inspection Service
U.S. Postal Service

Dan Wright, S.S.A.
Violent Crime and Fugitive Unit
Federal Bureau of Investigation
U.S. Department of Justice

Table of Contents

Foreword	iii
Acknowledgments	v
Introduction	1
Where To Get Help	3
List of Acronyms	11
Federal Agencies	
U.S. Department of Defense	
Family Advocacy Program	15
Legal Assistance Offices	19
U.S. Department of Education	
Office of Elementary and Secondary Education	
Safe and Drug-Free Schools Program	21
U.S. Department of Health and Human Services	
Family and Youth Services Bureau	25
National Center on Child Abuse and Neglect	29
U.S. Department of Justice	
Child Exploitation and Obscenity Section	31
Federal Bureau of Investigation	33
Office for Victims of Crime	39
Office of Juvenile Justice and Delinquency Prevention/Missing and	
Exploited Children's Program	43
U.S. National Central Bureau (INTERPOL)	47
U.S. Department of State	
Office of Children's Issues	51
U.S. Department of Treasury	
U.S. Customs Service	55
U.S. Secret Service	
Forensic Services Division	57
U.S. Postal Service	
U.S. Postal Inspection Service	59
Organizations	
National Center for Missing and Exploited Children	65

Appendixes

Appendix 1. Department of Defense Investigative Liaisons for Law Enforcement Agencies . . .	1-1
Appendix 2. Safe and Drug-Free Schools Comprehensive Regional Centers	2-1
Appendix 3. Family and Youth Services Bureau Regional Centers	3-1
Appendix 4. Organizations Concerned With the Prevention of Child Abuse and Neglect:	
State Contacts	4-1
Appendix 5. FBI Field Offices	5-1
Appendix 6. Crime Victims Compensation State Agencies and Programs	6-1
Appendix 7. Office of Children's Issues Abduction and Custody Checklist	7-1
Appendix 8. U.S. Customs Service Field Offices	8-1
Appendix 9. U.S. Postal Inspection Service Division Boundaries	9-1

Introduction

Creation of the Federal Agency Task Force for Missing and Exploited Children was announced by Attorney General Janet Reno on May 25, 1995, at the 12th Annual Missing Children's Day. The mission of the Task Force is to coordinate Federal resources and services to effectively address the needs of missing, abducted, and exploited children and their families. The Task Force:

- Serves as an advocate for missing and exploited children and their families.
- Initiates positive change to enhance services and resources for missing and exploited children, their families, and the agencies and organizations that serve them.
- Promotes communication and cooperation among agencies and organizations at the Federal level.
- Serves as the focal point for coordination of services and resources.

The Task Force includes representatives from 14 Federal agencies and one private agency that work directly with cases involving missing, abducted, and exploited children and their families. As used in this guide, the term "missing child" refers to any youth under the age of 18 whose whereabouts are unknown to his or her legal guardian. This includes children who have been abducted or kidnaped by a family member or a nonfamily member, a child who has run away from home, a child who is a throwaway, or a child who is otherwise missing. It also includes both national and international abductions. The term "child exploitation" refers to any child under the age of 18 who has been exploited or victimized for profit or personal advantage. This includes children who are victims of pornography, prostitution, sexual tourism, and sexual abuse.

Members of the Task Force are acutely aware of the tremendous pressure placed on people who handle these types of cases on an ongoing basis. The devastating impact on the child, family, community, and practitioner; the gravity and severity of these offenses; and the overwhelming amount of time required to resolve such cases often place unfair burdens and challenges on those responsible for case investigations. Yet, when a child is missing, abducted, or victimized, an immediate and continual response is key to the successful resolution of a case.

In response to these concerns, the Task Force developed this resource manual to contribute support and to provide real solutions to practitioners when they most need them. This manual contains information on the resources, technical assistance and support, and services that are available during the investigation of cases involving missing and exploited children. The manual describes the role of each Task Force agency in the location and recovery of missing and exploited children, the types of services and support that are available, the procedures for accessing these services, and instructions for obtaining additional information. To make the information accessible, the next section, "Where To Get Help," categorizes the type of assistance offered by each agency. In addition, telephone quick reference cards can be removed and kept where most needed; addresses and phone numbers are correct as of the date of publication.

The information contained in this manual will help to expand the resources that are available, enhance services for children and their families, increase coordination of services for missing and exploited children and their families, and promote positive system change. We hope this manual provides the added tools and information practitioners need to face the many challenges that lie ahead.



Where To Get Help

Agencies that provide...

TRAINING

- National Center for Missing and Exploited Children
- U.S. Department of Education
 - Safe and Drug-Free Schools Program*
- U.S. Department of Health and Family Services
 - Family and Youth Services Bureau*
 - National Center on Child Abuse and Neglect*
- U.S. Department of Justice
 - Child Exploitation and Obscenity Section*
 - Federal Bureau of Investigation*
 - Office for Victims of Crime*
 - Office of Juvenile Justice and Delinquency*
 - Prevention/Missing and Exploited Children's Program*
 - U.S. National Central Bureau (INTERPOL)*
- U.S. Department of Treasury
 - U.S. Customs Service*
- U.S. Postal Service
 - U.S. Postal Inspection Service*

TECHNICAL ASSISTANCE

- National Center for Missing and Exploited Children
- U.S. Department of Defense
 - Family Advocacy Program*
- U.S. Department of Education
 - Safe and Drug-Free Schools Program*
- U.S. Department of Health and Family Services
 - Family and Youth Services Bureau*
 - National Center on Child Abuse and Neglect*
- U.S. Department of Justice
 - Child Exploitation and Obscenity Section*
 - Federal Bureau of Investigation*
 - Office for Victims of Crime*
 - Office of Juvenile Justice and Delinquency*
 - Prevention/Missing and Exploited Children's Program*
- U.S. Department of Treasury
 - U.S. Secret Service/Forensic Services Division*

LEGAL ASSISTANCE TO CHILDREN AND FAMILIES

- National Center for Missing and Exploited Children
- U.S. Department of Defense
 - Legal Assistance Offices*

LITIGATION ASSISTANCE

- U.S. Department of Justice
 - Child Exploitation and Obscenity Section*

PUBLICATIONS

- National Center for Missing and Exploited Children
- U.S. Department of Defense
 - Family Advocacy Program*
- U.S. Department of Education
 - Safe and Drug-Free Schools Program*
- U.S. Department of Health and Human Services
 - Family and Youth Services Bureau*
 - National Center on Child Abuse and Neglect*
- U.S. Department of Justice
 - Federal Bureau of Investigation*
 - Office for Victims of Crime*
 - Office of Juvenile Justice and Delinquency Prevention/*
Missing and Exploited Children's Program
- U.S. Department of Treasury
 - U.S. Secret Service/Forensic Services Division*

RESEARCH AND EVALUATION

- U.S. Department of Education
 - Safe and Drug-Free Schools Program*
- U.S. Department of Health and Human Services
 - Family and Youth Services Bureau*
 - National Center on Child Abuse and Neglect*
- U.S. Department of Justice
 - Federal Bureau of Investigation*
 - Office of Juvenile Justice and Delinquency Prevention/*
Missing and Exploited Children's Program

Agencies that provide services to...

MISSING AND EXPLOITED YOUTH AND THEIR FAMILIES

- National Center for Missing and Exploited Children
- U.S. Department of Defense
 - Family Advocacy Program*
- U.S. Department of Health and Human Services
 - Family and Youth Services Bureau*
 - National Center on Child Abuse and Neglect*
- U.S. Department of State
 - Office of Children's Issues*

FEDERAL PROSECUTORS

- U.S. Department of Justice
 - Child Exploitation and Obscenity Section*
 - Federal Bureau of Investigation*
 - U.S. National Central Bureau (INTERPOL)*
- U.S. Department of Treasury
 - U.S. Customs Service*
- U.S. Postal Service
 - U.S. Postal Inspection Service*

STATE AND LOCAL PROSECUTORS

National Center for Missing and Exploited Children

U.S. Department of Justice

Federal Bureau of Investigation

Office for Victims of Crime

Office of Juvenile Justice and Delinquency Prevention/

Missing and Exploited Children's Program

U.S. National Central Bureau (INTERPOL)

U.S. Department of Treasury

U.S. Customs Service

U.S. Postal Service

U.S. Postal Inspection Service

LAW ENFORCEMENT AGENCIES

National Center for Missing and Exploited Children

U.S. Department of Defense

Family Advocacy Program

U.S. Department of Justice

Federal Bureau of Investigation

Office for Victims of Crime

Office of Juvenile Justice and Delinquency Prevention/

Missing and Exploited Children's Program

U.S. National Central Bureau (INTERPOL)

U.S. Department of Treasury

U.S. Customs Service

U.S. Secret Service/Forensic Services Division

U.S. Postal Service

U.S. Postal Inspection Service

STATE AND LOCAL GOVERNMENT AGENCIES

National Center for Missing and Exploited Children

U.S. Department of Health and Family Services

National Center on Child Abuse and Neglect

U.S. Department of Justice

Federal Bureau of Investigation

Office for Victims of Crime

Office of Juvenile Justice and Delinquency Prevention/

Missing and Exploited Children's Program

U.S. Department of State

Office of Children's Issues

U.S. Department of Treasury

U.S. Customs Service

U.S. Postal Service

U.S. Postal Inspection Service

NATIVE AMERICAN TRIBES

U.S. Department of Health and Family Services

National Center on Child Abuse and Neglect

NATIVE AMERICAN TRIBES - CONTINUED

U.S. Department of Justice
Federal Bureau of Investigation
Office for Victims of Crime
Office of Juvenile Justice and Delinquency Prevention/
Missing and Exploited Children's Program

DIRECT SERVICE PROVIDERS AND YOUTH SERVICE AGENCIES

U.S. Department of Education
Safe and Drug-Free Schools Program
U.S. Department of Health and Human Services
Family and Youth Services Bureau
National Center on Child Abuse and Neglect
U.S. Department of Justice
Office for Victims of Crime
Office of Juvenile Justice and Delinquency Prevention/
Missing and Exploited Children's Program

NONPROFIT ORGANIZATIONS

National Center for Missing and Exploited Children
U.S. Department of Health and Human Services
Family and Youth Services Bureau
National Center on Child Abuse and Neglect
U.S. Department of Justice
Office for Victims of Crime
Office of Juvenile Justice and Delinquency Prevention/
Missing and Exploited Children's Program

GENERAL PUBLIC

National Center for Missing and Exploited Children
U.S. Department of Health and Human Services
Family and Youth Services Bureau
National Center on Child Abuse and Neglect
U.S. Department of Justice
Office for Victims of Crime
Office of Juvenile Justice and Delinquency Prevention/
Missing and Exploited Children's Program
U.S. Department of Treasury
U.S. Customs Service

Agencies that provide assistance on cases involving...

PARENTAL KIDNAPING

National Center for Missing and Exploited Children
U.S. Department of Defense
Legal Assistance Offices
U.S. Department of Justice
Federal Bureau of Investigation
U.S. National Central Bureau (INTERPOL)

RUNAWAY CHILDREN

National Center for Missing and Exploited Children
U.S. Department of Health and Human Services
Family and Youth Services Bureau
U.S. Department of Justice
U.S. National Central Bureau (INTERPOL)
U.S. Department of Treasury
U.S. Secret Service Forensic Services Division

MISSING AND EXPLOITED CHILDREN

National Center for Missing and Exploited Children
U.S. Department of Defense
Family Advocacy Program
U.S. Department of Health and Human Services
Family and Youth Services Bureau
National Center on Child Abuse and Neglect
U.S. Department of Justice
Federal Bureau of Investigation
Office for Victims of Crime
Office of Juvenile Justice and Delinquency Prevention/
Missing and Exploited Children's Program
U.S. National Central Bureau (INTERPOL)
U.S. Department of State
Office of Children's Issues
U.S. Department of Treasury
U.S. Customs Service
U.S. Secret Service/Forensic Services Division
U.S. Postal Service
U.S. Postal Inspection Service

CHILD SEXUAL EXPLOITATION

National Center for Missing and Exploited Children
U.S. Department of Defense
Family Advocacy Program
U.S. Department of Health and Family Services
National Center on Child Abuse and Neglect
U.S. Department of Justice
Child Exploitation and Obscenity Section
Federal Bureau of Investigation
Office for Victims of Crime
Office of Juvenile Justice and Delinquency Prevention/
Missing and Exploited Children's Program
U.S. National Central Bureau (INTERPOL)
U.S. Department of Treasury
U.S. Customs Service
U.S. Secret Service/Forensic Services Division
U.S. Postal Service
U.S. Postal Inspection Service

CHILD PROSTITUTION

National Center for Missing and Exploited Children
U.S. Department of Justice
Child Exploitation and Obscenity Section
Federal Bureau of Investigation
Office for Victims of Crime
U.S. National Central Bureau (INTERPOL)

CHILD PORNOGRAPHY

National Center for Missing and Exploited Children
U.S. Department of Justice
Child Exploitation and Obscenity Section
Federal Bureau of Investigation
Office for Victims of Crime
Office of Juvenile Justice and Delinquency Prevention/
Missing and Exploited Children's Program
U.S. National Central Bureau (INTERPOL)
U.S. Department of Treasury
U.S. Customs Service
U.S. Secret Service/Forensic Services Division
U.S. Postal Service
U.S. Postal Inspection Service

SEXUAL TOURISM

National Center for Missing and Exploited Children
U.S. Department of Justice
Child Exploitation and Obscenity Section
Federal Bureau of Investigation
Office for Victims of Crime
U.S. Department of Treasury
U.S. Customs Service
U.S. Secret Service/Forensic Services Division

INTERNATIONAL ABDUCTION

National Center for Missing and Exploited Children
U.S. Department of Defense
Legal Assistance Offices
U.S. Department of Justice
Federal Bureau of Investigation
U.S. National Central Bureau (INTERPOL)
U.S. Department of State
Office of Children's Issues

INTERNATIONAL ADOPTION

U.S. Department of Justice
U.S. National Central Bureau (INTERPOL)
U.S. Department of State
Office of Children's Issues

Agencies that provide 24-hour information and referral sources to children and their families...

National Center for Missing and Exploited Children
U.S. Department of Health and Human Services
Family and Youth Services Bureau

Agencies that provide forensic services...

National Center for Missing and Exploited Children
U.S. Department of Justice
Federal Bureau of Investigation
U.S. Department of Treasury
U.S. Secret Service/Forensic Services Division

Agencies that provide compensation to crime victims...

U.S. Department of Justice
Office for Victims of Crime

List of Acronyms

AFIS -- Automated Fingerprint Identification System
CASKU -- Child Abduction and Serial Killer Unit
CEOS -- Child Exploitation and Obscenity Section
CI -- Children's Issues
CIRG -- Critical Incident Response Group
CJA -- Children's Justice Act
DoD -- Department of Defense
FBI -- Federal Bureau of Investigation
FISH -- Forensic Information System for Handwriting
FYSB -- Family and Youth Services Bureau
IREP -- Immediate Response to Emerging Problems
JJDP -- Juvenile Justice and Delinquency Prevention
NCB -- National Central Bureau
NCCAN -- National Center on Child Abuse and Neglect
NCFY -- National Clearinghouse on Families and Youth
NCIC -- National Crime Information Center
NCJRS -- National Criminal Justice Reference Service
NCMEC -- National Center for Missing and Exploited Children
OVC -- Office for Victims of Crime
OJJDP -- Office of Juvenile Justice and Delinquency Prevention
RICO -- Racketeer Influenced and Corrupt Organizations
TECS -- Treasury Enforcement Computer System
TLP -- Transitional Living Program
USNCB -- U.S. National Central Bureau (INTERPOL)
VICAP -- Violent Criminal Apprehension Program
VOCA -- Victims of Crime Act

FEDERAL AGENCIES



U.S. Department of Defense

Family Advocacy Program

Agency Description

The Family Advocacy Program of the Department of Defense (DoD) is designed to prevent and treat child and spouse abuse in accordance with DoD Directive 6400.1, Family Advocacy Program. Each Service maintains a central registry of reports of alleged child and spouse abuse. Allegations of child sexual abuse that occur in out-of-home care settings, such as in child care centers, family day care homes, schools, or recreation programs, must be reported within 72 hours to the Service Family Advocacy Program for inclusion in the central registry and to the DoD Assistant Secretary (Force Management Policy) or to his or her designee. Criminal prosecution is the goal of intervention in cases involving child sexual abuse in an out-of-home care setting.

Services

If more than one child is a victim of sexual abuse in an out-of-home care setting, the Service may convene a multidisciplinary technical assistance team for the installation at the request of the installation commander, or the DoD Office of Family Policy may convene a multidisciplinary team of specially trained personnel from the four Services to provide technical assistance. Technical assistance may include law enforcement investigations, forensic medical examinations, forensic mental health examinations, and victim assistance to the child and family.

The primary recipients at the installation are the Family Advocacy Program Manager, the investigators of the installation law enforcement agency, and the physicians and mental health professionals at the military treatment facility or those who provide services under contract.

For cases involving missing and exploited children, appendix 1 lists the investigative liaisons for law enforcement agencies.

Availability of Services

Services are available to: (1) members of the Armed Services who are on active duty and their family members who are eligible for treatment in a military treatment facility, and (2) members of a reserve or National Guard component who are on active duty and their family members who are eligible for treatment in a military treatment facility.

At the request of the installation commander, a multidisciplinary team is convened by the Family Advocacy Program Manager for a particular Service. A joint Service team is convened by the deputy director of the Family Advocacy Program, Office of Family Policy, in the Office of the Assistant Secretary (Force Management Policy) at the request of the installation commander. These services are directed to cases in which a child is a victim of sexual abuse in an out-of-home care setting. They are available at the request of the installation commander if more than one child is a victim of sexual abuse in an out-of-home care setting.

Publications

Copies of the following publications are available from the Military Family Resource Center:

- ▶ DoD Directive 6400.1, "Family Advocacy Program."
- ▶ DoD Instruction 6400.2, "Child and Spouse Abuse Report."
- ▶ DoD Instruction 6400.3, "Family Advocacy Command Assistance Team."
- ▶ DoD Directive 5525.9, "Compliance of DoD Members, Employees, and Family Members Outside the United States With Court Orders."

Publication orders should be directed to:

Military Family Resource Center
Ballston Centre Tower Three
4015 Wilson Boulevard
Suite 903
Arlington, VA 22203-5190
Telephone: (703) 696-5806
Fax: (703) 696-4276

Agency Contact

For further information, contact the appropriate Department of Defense Family Advocacy Program Manager listed below:

Army

Army Family Advocacy Program Manager
HQDA, CFSC-FSA
Department of the Army
Hoffman #1, Room 1407
Alexandria, VA 22331-0521
Telephone: (703) 325-9390
Fax: (703) 325-5924

Navy

Director
Family Advocacy Program
BUPERS 661
Department of the Navy
Washington, DC 20370-5000
Telephone: (703) 697-6616/8/9
Fax: (703) 697-6617

Air Force

Chief
Family Advocacy Division
HQ AFMOA/SGPS
8901 18th Street, Suite 1
Brooks Air Force Base, TX 78235-5217
Telephone: (210) 536-2031
Fax: (210) 536-9032

Marine Corps

Marine Corps Family Advocacy Program
Manager
Headquarters USMC
Human Resources Division (Code MHF)
Washington, DC 20380-0001
Telephone: (703) 696-2046/7/8
Fax: (703) 696-1143

Defense Logistics Agency

Family Advocacy Program Manager
Quality of Life Program CAAPQ
Defense Logistics Agency
8725 John J. Kingman Road, STE 2533
Fort Belvoir, VA 22060-6221
Telephone: (703) 767-5372
Fax: (703) 767-5374

U.S. Department of Defense

Legal Assistance Offices

Agency Description

The Army, Navy, Air Force, and Marine Corps legal assistance offices serve as the point of contact for inquiries concerning the legal issues in the abduction of a child by a parent or other family member either on active duty with that Armed Service or accompanying such a Service member. They are also the point of contact for the State Department in cases of international abduction of the children of Service members.

Services

Responsibility for ensuring a Service member's compliance with child custody orders is placed with that Service member's commander. Legal assistance offices provide advice to active-duty and retired Service members and their family members on personal civil legal matters, but do not provide representation in civilian court. The legal assistance offices listed below can provide assistance in locating a Service member and will coordinate with the local legal office where that Service member is stationed. That local legal office provides legal assistance to the Service member's commander. The legal assistance offices listed below are also the points of contact for the State Department in cases of international abduction of the children of Service members.

Availability of Services

Legal advice is available to active-duty and retired Service members and their family members who are parents of children who have been abducted. In all other cases, services are limited to assistance in locating the Service member and coordinating with the local legal office or commander. Representation in civilian court is not provided. Services may be obtained directly by a parent at the Service's legal assistance agency or through the legal office where the Service member is stationed. The parent seeking assistance must have a valid court order for custody or visitation.

Publications

Copies of the following publication are available from the Military Family Resource Center:

DoD Directive 5525.9, "Compliance of DoD Members, Employees, and Family Members Outside the United States With Court Orders."

Publication orders should be directed to:

Military Family Resource Center
Ballston Centre Tower Three
4015 Wilson Boulevard
Suite 903
Arlington, VA 22203-5190
Telephone: (703) 696-5806
Fax: (703) 696-4276

Agency Contact

For further information, contact the appropriate Department of Defense Legal Assistance Office listed below:

Army

DAJA-LA
Office of the Judge Advocate General
Room 2C463
Pentagon
Washington, DC 20310-2200
Telephone: (703) 697-3170

Navy

Legal Assistance (Code 36)
Office of the Judge Advocate General
Department of the Navy
9S25 Hoffman II Building
200 Stovall Street
Alexandria, VA 22332-2400
Telephone: (703) 325-7928

Air Force

AFLSA/JACA
1420 Air Force Pentagon
Washington, DC 20330-1420
Telephone: (202) 697-0413

Marine Corps

Legal Assistance Office
Judge Advocate Division
Headquarters, USMC, 2 Navy Annex
Washington, DC 20380-0001
Telephone: (703) 614-1266

U.S. Department of Education

Office of Elementary and Secondary Education Safe and Drug-Free Schools Program

Agency Description

The Safe and Drug-Free Schools Program supports initiatives to meet the seventh National Education Goal, which provides that by the year 2000 all schools will be free of drugs and violence and the unauthorized presence of firearms and alcohol and will offer a disciplined environment that is conducive to learning. These initiatives are designed to prevent violence in and around schools and to strengthen programs that prevent the illegal use of alcohol, tobacco, and drugs; that involve parents; and that are coordinated with related Federal, State, and community efforts and resources.

Services

Programs and activities supported by the Safe and Drug-Free Schools Program are primarily prevention efforts. The Program provides funding for formula grants to States to support local educational agencies and community-based organizations in developing and implementing programs to prevent drug use and violence among children and youth. The Program also provides funding for national leadership activities that meet identified needs and that directly support classroom teaching. Examples of such activities include:

- Development and implementation of comprehensive drug and violence prevention programs for all students from preschool through grade 12 that include health education, early intervention, pupil services, mentoring, rehabilitation referral, and related activities.
- Strategies to integrate services, such as family counseling and early intervention to prevent family dysfunction, from a variety of providers to enhance school performance and boost attachment to school and family.
- Dissemination of drug and violence prevention materials for classroom use.
- Professional training and development for school personnel, parents, law enforcement officials, and other community members.
- Support for "safe zones of passage" for students between home and school through enhanced law enforcement, neighborhood patrols, and similar measures.
- Interagency initiatives that coordinate Federal efforts to achieve safe and drug-free schools.
- Direct services to schools and school systems afflicted with especially severe drug and violence problems.

Availability of Services

Training and technical assistance for States, school districts, schools, community-based organizations, and other recipients of funds under the Improving America's Schools Act are available by contacting the appropriate Comprehensive Regional Center listed in appendix 2. Information about programs for elementary and secondary students that are provided by local schools and school districts can be obtained by contacting local Safe and Drug-Free Schools coordinators. State coordinators for Safe and Drug-Free Schools can provide information about statewide programs operated by State education agencies and governors' offices.

Publications

The publications listed below can be obtained by calling 1-800-624-0100:

Art of Prevention (1994).

Drug Prevention Curricula: A Guide to Selection and Implementation (1988).

Growing Up Drug Free: A Parent's Guide to Prevention (1990).

Learning To Live Drug Free: A Curriculum Model for Prevention (1990).

Success Stories From Drug-Free Schools (1994).

What Works: Schools Without Drugs (revised 1992).

Youth and Alcohol: Selected Reports to the Surgeon General (1994).

Youth and Tobacco: Preventing Tobacco Use Among Young People, A Report of the Surgeon General (1995).

Legislative Citations

- ▶ Safe and Drug-Free Schools and Communities Act of 1994, Title IV of the Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 2701 *et seq.*).
- ▶ Gun-Free Schools Act of 1994, enacted in March 1994, reauthorized as part of the Improving America's Schools Act in October 1994.
- ▶ Pro-Children Act of 1994, enacted as part of the Goals 2000 Educate America Act, March 1994.
- ▶ Comprehensive Regional Assistance Centers program, Title XIII of the Improving America's Schools Act.
- ▶ Safe Schools Act of 1994 enacted as Title VII of the Goals 2000: Educate America Act.

Agency Contact

For further information about services, contact:

Safe and Drug-Free Schools Program
U.S. Department of Education
Portals Building
600 Independence Avenue SW.
Room 604
Washington, DC 20202-6123
Telephone: (202) 260-3954
Fax: (202) 260-7767



U.S. Department of Health and Human Services

Family and Youth Services Bureau

Agency Description

The Family and Youth Services Bureau (FYSB) is an agency within the Administration on Children, Youth and Families, Administration for Children and Families. FYSB provides national leadership on youth-related issues and helps individuals and organizations to provide comprehensive services for youth in at-risk situations, as well as for their families. The primary goals of FYSB programs are to provide positive alternatives for youth, ensure their safety, and maximize their potential to take advantage of available opportunities. FYSB programs and services support locally based youth services.

Services

There are five major FYSB programs that relate to missing and exploited children: the Basic Center Program, the Transitional Living Program (TLP) for Homeless Youth, the National Runaway Switchboard, the National Clearinghouse on Families and Youth (NCFY), and the Runaway and Homeless Youth Training and Technical Assistance System.

Basic Center Program

FYSB's Basic Center Program supports agencies that provide crisis intervention services to runaway and homeless youth who are outside the traditional juvenile justice and law enforcement systems. The goal of the Program is to reunite youth with their families, whenever possible, or to find another suitable placement when reunification is not an option. Discretionary grants are awarded to Basic Center projects each year on a competitive basis.

There are 350 Basic Center projects across the country. More than three-quarters of these projects are operated by community-based organizations. Some of the projects are freestanding, single-purpose emergency shelters, while others are multipurpose youth service agencies. All Basic Center projects are required to provide a set of essential core services to runaway and homeless youth, including the following:

- Short- and long-term emergency shelter.
- Individual, group, and family counseling for youth and families.
- Aftercare services to stabilize and strengthen families and to ensure that additional assistance is available, if necessary.
- Recreation programs for youth.
- Linkages to other local providers for services that are not available through the Basic Center Program.
- Outreach efforts to increase awareness of available services.

Transitional Living Program for Homeless Youth

TLP helps homeless youth, ages 16 through 21, make a successful transition to self-sufficient living. The goal is to help young people avoid long-term dependency on social services. Discretionary funds are awarded to local agencies that provide youth with comprehensive services in a supervised living arrangement. The first TLP projects were funded in fiscal year 1990. To date, 86 projects have been funded.

Most local agencies operating TLP's are multipurpose youth service organizations, of which more than half also receive FYSB funds to operate temporary shelter and counseling services for runaway and homeless youth. TLP project staff provide the following services:

- Safe, supportive living accommodations in group homes, host family homes, or supervised apartments.
- Mental and physical health care.
- Education in basic living skills.
- Development of an individual transitional plan.
- Educational advancement assistance.
- Employment preparation and job placement.

National Runaway Switchboard

The National Runaway Switchboard is a confidential, 24-hour, toll-free hotline (1-800-621-4000) that provides assistance to runaway and homeless youth and helps them to communicate with their families and service providers. The switchboard provides the following services to at-risk youth and their families:

- Message delivery.
- Crisis intervention counseling.
- Information and referral services.

The switchboard uses a computerized national resource directory that includes more than 9,000 resources. In addition, the switchboard maintains a management information system for local switchboard staff and conducts an annual conference for local switchboard service providers.

Since early 1970 the switchboard has responded to approximately 120,000 crisis intervention calls. In 1990 the switchboard provided 7,000 referrals to youth service organizations. Through a collaborative agreement with the SONY Corporation, public service announcements are run on SONY's giant video screen in New York City's Times Square.

National Clearinghouse on Families and Youth

NCFY is a resource for communities interested in developing effective new strategies to support young people and their families. NCFY serves as a central information source on family and youth issues for youth service professionals, policymakers, and the general public. Services include:

Information Sharing. NCFY distributes information about effective program approaches, available resources, and current activities relevant to the family and youth services fields. The agency uses special mailings, maintains literature and FYSB program databases, and operates a professionally staffed information line.

Issue Forums. NCFY facilitates forums that bring together experts in the field to discuss critical issues and emerging trends and to develop strategies for improving services to families and youth.

Materials Development. NCFY produces reports on critical issues, best practices, and promising approaches in the field of family and youth services, as well as information briefs on FYSB and its programs.

Networking. NCFY supports FYSB's efforts to form collaborations with other Federal agencies, State and local governments, national organizations, and local communities to address the full range of issues facing young people and their families today.

Runaway and Homeless Youth Training and Technical Assistance System

Ten regionally based centers (see appendix 3) provide training and technical assistance to projects funded under the Basic Center Program, the Transitional Living Program, the Drug Abuse Prevention Program, and other programs serving runaway and homeless youth. Training and technical assistance are designed to enhance the skills and increase the effectiveness of youth service providers by facilitating information exchange on programmatic and operational procedures that are critical to runaway and homeless youth programs. The 10 regional centers offer onsite consultations; local, State, and regional conferences; information sharing; and skill-based training.

Availability of Services

Services provided by FYSB are directed to runaway and homeless youth and their families. To locate a service provider in your community or to secure services, contact the regional center serving your area (see appendix 3).

Publications

National Clearinghouse on Families and Youth, *Research Summary: Youth With Runaway, Throwaway, and Homeless Experiences: Prevalence, Drug Use, and Other At-Risk Behaviors* (October 1995).

National Clearinghouse on Families and Youth, *Supporting Your Adolescent: Tips for Parents* (January 1996).

Legislative Citations

The Runaway Youth Act, Title III, Juvenile Justice and Delinquency Prevention (JJDP) Act of 1974 (P.L. 93-415) focused attention on the need to develop a nonpunitive system of social services for vulnerable youth and authorized resources to support shelters for runaway and homeless youth. The 1977 Amendments to the JJDP Act (P.L. 95-115) extended services to "otherwise homeless youth" and authorized support for coordinated networks to provide training and technical assistance to runaway and homeless youth service providers (Basic Center Program). The 1980 JJDP Act Amendments (P.L. 96-509) changed the title to the Runaway and Homeless Youth Act. The Program was reauthorized through 1992 by the Anti-Drug Abuse Act of 1988 (P.L. 100-690) and was subsequently reauthorized through FY 1996 by the 1992 JJDP Act Amendments (P.L. 102-586).

The 1988 Amendments to Title III of the Juvenile Justice and Delinquency Prevention Act (P.L. 100-690) included the Transitional Living Program, which was subsequently reauthorized through 1996 by the 1992 Amendments to the JJDP Act (P.L. 102-586).

Agency Contact

For further information about services, contact any of the agencies listed below:

Family and Youth Services Bureau
U.S. Department of Health and Human Services
P.O. Box 1882
Washington, DC 20013
Telephone: (202) 205-8102
Fax: (202) 260-9333

National Clearinghouse on Families and Youth
P.O. Box 13505
Silver Spring, MD 20911-3505
Telephone: (301) 608-8098
Fax: (301) 608-8721

National Runaway Switchboard Hotline
Telephone: 1-800-621-4000

U.S. Department of Health and Human Services

National Center on Child Abuse and Neglect

Agency Description

The National Center on Child Abuse and Neglect (NCCAN), established by the Child Abuse Prevention and Treatment Act of 1974 (P.L. 93-247), is an agency within the Administration on Children, Youth and Families, Administration for Children and Families. It is the primary Federal agency with responsibility for assisting States and communities in the prevention, identification, and treatment of child abuse and neglect. The Center grants congressionally appropriated funds to States to improve and increase their prevention and intervention efforts. The Center generally coordinates Federal activities in this field.

Services

NCCAN's major programs include: Basic State Grants, Children's Justice Act (CJA) grants, Community-Based Family Resource Program Grants to States, Emergency Child Abuse and Neglect Prevention Services Program, the NCCAN Clearinghouse, Resource Center on Child Abuse and Neglect, Resource Center on Child Sexual Abuse, and Research and Demonstration grants.

All of these programs relate to missing and exploited children in the sense that all victims of child abuse are exploited in some way. However, in a more specific way CJA grantees are required to improve procedures for the State's investigation and prosecution of child abuse cases, particularly child sexual abuse; the National Resource Center on Child Sexual Abuse is designed to improve the capacity of public and private agencies to respond effectively to child sexual abuse by coordinating the multidisciplinary training of professionals, by providing technical assistance to Child Advocacy Centers, and by publishing a quarterly newsletter.

Availability of Services

The NCCAN Clearinghouse, the Resource Center on Child Abuse and Neglect, and the Resource Center on Child Sexual Abuse provide information to public and private agency personnel, professionals working in related fields, and members of the general public. See appendix 4 for more information.

Publications

The NCCAN Clearinghouse maintains a complete database of up-to-date information, including all NCCAN publications, on all aspects of child abuse and neglect for professionals and members of the general public. The Clearinghouse can provide annotated bibliographies on specific topics by request, as well as a copy of the database on CD-ROM. Law enforcement officials may be particularly interested in the following:

A Coordinated Response to Child Abuse and Neglect: A Basic Manual (1992).

Joint Investigations of Child Abuse: Report of a Symposium (July 1993).

Role of Law Enforcement in the Response to Child Abuse and Neglect (1992).

State Statute Series. Five volumes of State statutes are organized according to the following topic areas:

- Volume I: Reporting Laws*
- Volume II: Central Registries*
- Volume III: Investigations*
- Volume IV: Child Witnesses*
- Volume V: Crimes*

Symposium on Judicial Needs Relating to Child Sexual Abuse (January 1991).

Agency Contact

For further information about services, contact:

National Center on Child Abuse and Neglect
Administration on Children, Youth and Families
U.S. Department of Health and Human Services
P.O. Box 1182
Washington, DC 20013-1182
Telephone: (202) 205-8586

NCCAN Clearinghouse
P.O. Box 1182
Washington, DC 20013-1182
Telephone: 1-800-FYI-3366

U.S. Department of Justice

Child Exploitation and Obscenity Section

Agency Description

Established in 1987 and expanded in 1994, the Child Exploitation and Obscenity Section (CEOS) is a group of attorneys who have specialized in the prosecution of obscenity, child exploitation, and child abuse cases, in international child abduction, and in victim-witness issues. CEOS attorneys, who are responsible for the enforcement of Federal laws in these areas, work with Federal law enforcement agencies and U.S. Attorneys around the country. Although CEOS will assist State and local law enforcement agencies upon request, CEOS's jurisdiction is limited to enforcement of Federal statutes; strictly intrastate cases must be handled at the local level. The CEOS chief serves as the legal advisor to the Morgan P. Hardiman Task Force on Missing and Exploited Children.

Services

- Litigation support, including assistance to U.S. Attorney's Offices; legal research; legal assistance to other Federal agencies, task forces, and committees on projects relating to child exploitation and obscenity; and policy development.
- Technical assistance.
- Training for prosecutors and investigators on topics such as interviewing skills, case preparation, and child exploitation law.

Availability of Services

Upon request, CEOS provides litigation support, technical assistance, and training to Federal investigators and prosecutors who work on child sexual exploitation cases, including child pornography, child prostitution, sexual tourism, and sexual abuse occurring on Federal lands. Services are available by contacting the local U.S. Attorney's Office or the FBI field office in the Federal judicial district where the matter arises and requesting that these offices contact CEOS by telephone and/or by writing, and if no response is forthcoming, contacting CEOS directly at the address below.

Legislative Citations

- ▶ 18 U.S.C. § 2241 *et seq.* Sexual abuse.
- ▶ 18 U.S.C. § 2251 *et seq.* Sexual exploitation and other abuse of children.
- ▶ 18 U.S.C. § 2421-2423 Transportation for illegal sexual activity (Mann Act).
- ▶ 18 U.S.C. § 3509 Child victims' and witnesses' rights.
- ▶ 42 U.S.C. § 5776a Morgan P. Hardiman Task Force on Missing and Exploited Children.

Agency Contact

For further information about services, contact:

**Child Exploitation and Obscenity Section
Criminal Division
U.S. Department of Justice
1001 G Street NW.
Suite 310
Washington, DC 20530
Telephone: (202) 514-5780
Fax: (202) 514-1793**

U.S. Department of Justice

Federal Bureau of Investigation

Agency Description

The Federal Bureau of Investigation (FBI) exercises its jurisdiction and responsibility pursuant to Federal statutes that specifically address the kidnaping and sexual exploitation of children and coordinates its investigations with other Federal, State, and local agencies. Federal law defines children as minors under the age of 18, often referred to as "children of tender years." FBI investigations generally involve violations of Federal statutes relating to child abuse, sexual exploitation of children, interstate transportation of obscene material, computer pornography, and interstate transportation of children for sexual activity. In some instances, the RICO (Racketeer Influenced and Corrupt Organizations) statute also may apply.

Cases related to the sexual abuse and exploitation of children are given high priority. All available and necessary FBI resources are used during these investigations, and each case is aggressively prosecuted. Nonfamily abductions, often referred to as stranger abductions, receive immediate attention. Particular attention is also given to investigations involving organized criminal activity, commercialized child prostitution, and the manufacture and distribution of child pornography. The transmission and exchange of child pornography through computer bulletin boards has been aggressively investigated as an insidious form of child sexual exploitation.

Historically the FBI has also investigated allegations of sexual assault on Indian reservations. That jurisdiction has been broadened to include felonious sexual molestation of children. The FBI has effectively addressed these sensitive investigations by participating in a multidisciplinary team approach that enlists the expertise of investigators, social workers, clinical psychologists, victim-witness coordinators, and Federal prosecutors.

Services

Investigative Services

FBI Field Offices. Individual FBI field offices throughout the country serve as the primary point of contact for persons requesting FBI assistance. Special agents assigned to the violent crime squads within those offices use all available resources--including investigative, forensic, tactical, informational, and behavioral science--in the investigation. The special agents coordinate their investigations with appropriate local law enforcement agencies, as well as with Federal or State prosecutors. Upon receiving notification that a minor child has been abducted, FBI Evidence Response Team personnel may be assigned immediately to conduct the forensic investigation of the abduction site, while other special agents typically join law enforcement personnel in coordinating and conducting the comprehensive neighborhood investigation that is vital to the resolution of these cases. A Rapid Start Team may also be deployed immediately to begin the overwhelming task of coordinating and tracking the investigative leads, which often number in the thousands during protracted child abduction investigations. Special agents will also coordinate child abduction investigations with the National Center for Missing and Exploited Children (NCMEC) and other entities to make full use of all available resources.

Child Abduction and Serial Killer Unit. The Child Abduction and Serial Killer Unit (CASKU) is a rapid response element of the FBI's Critical Incident Response Group (CIRG). The unit has primary responsibility for providing investigative support through violent crime analysis, technical and forensic resource coordination, and application of the most current expertise available in matters involving the abduction or mysterious disappearance of children and serial and mass murder. (Serial murder involves the killing of two or more victims at separate locations; mass murder is the killing of four or more victims in the same event and at the same location.)

Child abductions are among the most difficult crimes to resolve and require immediate dedication of significant resources. Specialized CASKU staff provide operational assistance to Federal, State, and local law enforcement agencies involved in these important investigations. The unit responds immediately to requests and provides onsite assistance as appropriate. CASKU services include:

- Crime analysis.
- Investigative strategies.
- Interview and interrogation strategies.
- Analysis of the behavioral characteristics of unknown offenders.
- Trial preparation and prosecutive strategy.
- Expert testimony.
- Coordination of other resources, including FBI Evidence Response Teams and FBI laboratory services.

Case consultations may include any or all of the services listed above. Services are provided by telephone, in writing, or in person. In some cases investigators may travel to Quantico for consultation sessions, or CASKU members may be sent to the area of the crimes.

CASKU can also assist in coordinating the deployment of Rapid Start, a computerized major case management support system. CASKU maintains a close working relationship with NCMEC and can help to arrange the use of their resources, such as poster distribution and age enhancement of photographs.

Another CIRG component, the Violent Criminal Apprehension Program (VICAP), works closely with CASKU and provides automated support. To assist investigators working on cases, VICAP analysts perform standard and ad hoc searches of their databases, as well as other law enforcement databases. The VICAP database contains reports submitted by participating law enforcement agencies concerning certain violent crimes, which can be used to analyze and link multiple cases.

Morgan P. Hardiman Task Force on Missing and Exploited Children. Created by the Violent Crime Control and Law Enforcement Act of 1994, the Morgan P. Hardiman Task Force on Missing and Exploited Children coordinates Federal law enforcement resources to assist State and local authorities in investigating the most difficult cases of missing and exploited children. The Task Force is composed of at least two members from each of seven Federal agencies: Bureau of Alcohol, Tobacco, and Firearms; Drug Enforcement Administration; FBI; U.S Customs Service; U.S.

Marshals Service; U.S. Postal Inspection Service; and U.S. Secret Service. As legislated by Congress, the FBI manages the Task Force, which is located with CASKU and therefore works closely with that unit. The unit chief of CASKU also serves as chief of the Task Force.

FBI Forensic and Technical Support Services

CASKU was created to centralize services in child abduction and serial homicide cases. In addition to providing investigative consultation, CASKU can coordinate the application of all FBI headquarters resources needed in particular cases.

The FBI laboratory is the only full-service Federal forensic science laboratory serving the law enforcement community. The FBI is mandated by Title 28, CFR Section 0.85, to conduct scientific examinations of evidence, free of charge, for any duly constituted law enforcement agency in the United States. Assistance is provided through:

- Evidence response teams.
- Document services.
- Latent fingerprint services.
- Scientific analysis services (including chemistry-toxicology, DNA analysis/serology examinations, explosives, firearms-toolmarks, hairs and fibers, and materials analysis).
- Special projects (including graphic design, photographic processing, special photographic services, structural design and visual production, and video enhancement).
- Forensic science research and training.

Detailed information about these services, including instructions for collecting, preserving, and shipping evidence, can be found in the *Handbook of Forensic Science*, which is available from the Government Printing Office. The FBI's Rapid Start Team, which was developed since the *Handbook* was last revised, provides onsite information management services to support the handling of crisis situations. The team is a self-contained unit capable of operating in a bivouac environment, bringing with them all equipment required.

The Special Techniques Program, established in 1993, is another part of the Information Resources Division/Engineering Section. This group uses geophysical methodology and other remote sensing equipment to search for clandestinely concealed evidence. These techniques are considered as an investigative tool only after more expedient measures have been exhausted.

Criminal Justice Information Services. Criminal justice information services provided by the FBI include a fingerprint repository and the National Crime Information Center (NCIC).

- **Fingerprint repository.** The FBI serves as the Nation's civil and criminal fingerprint repository and responds to the information needs of Federal, State, local, and international members of the criminal justice community. The FBI receives more than 34,000 fingerprint cards each day.

- **National Crime Information Center.** NCIC is a nationwide computer-based inquiry and response information system that was established in 1967 to serve the criminal justice community. NCIC's purpose is to maintain a computerized filing system of accurate, timely, documented criminal justice information that is readily available through a telecommunications network. An average of 1.3 million inquiry-response transactions per day are processed through more than 100,000 NCIC terminals.

The *Handbook of Forensic Science* describes technical services of the Criminal Justice Information Services Division and the Information Resources Division of the FBI.

Training

The FBI offers an extensive training program for the law enforcement community. Training in a broad spectrum of topics is offered to bona fide law enforcement personnel in settings around the country, as well as at the FBI Academy. Each FBI field office has a training coordinator to assist law enforcement agencies in obtaining the desired training.

Victim-Witness Assistance

Each FBI field office has a victim-witness coordinator. However, the FBI's Victim-Witness Assistance Program operates on a referral-only basis for victims of Federal violations. The FBI does not have the authority to provide financial compensation to crime victims, although it can refer victims to local and State agencies receiving grants from the Department of Justice's Office for Victims of Crime (see appendix 6).

Availability of Services

Recipients of FBI services include law enforcement agencies and the U.S. Government (hence the citizens of the United States). Services can be accessed by a request from a law enforcement agency, either through the Child Abduction and Serial Killer Unit or through the local FBI field office.

Legislative Citations

FBI services are provided in Federal violations of Federal statutes, including kidnaping (Title 18, U.S. Code, Sections 1201 and 1202); crimes committed on Indian reservations; child abuse (Title 18, U.S. Code, Sections 2241, 2242, 2243, and 2244); sexual exploitation of children (Sections 2251, 2251A, 2252, and 2258); interstate transportation of obscene material (Sections 1462, 1465, and 1466); interstate transportation of children for sexual activity (Sections 2421, 2422, 2423, and 2424); and in some instances the RICO statute (Title 18, U.S. Code, Section 1961). Services also are provided in local violations when requested by the investigating agency.

Agency Contact

For further information about services, contact one of the local FBI field offices, which are listed in

appendix 5 and in local telephone directories, or contact one of the units listed below:

Child Abduction and Serial Killer Unit

Federal Bureau of Investigation

Quantico, VA 22135

Telephone: (540) 720-4700

Fax: (540) 720-4790

Morgan P. Hardiman Task Force on Missing and Exploited Children

Federal Bureau of Investigation

Quantico, VA 22135

Telephone: (540) 720-4760

Fax: (540) 720-4792

Violent Crime and Fugitive Unit

FBI Headquarters

935 Pennsylvania Avenue NW.

Washington, DC 20535-0001

Telephone: (202) 324-4294

U.S. Department of Justice

Office for Victims of Crime

Agency Description

The mission of the Office for Victims of Crime (OVC) is to enhance the Nation's capacity to assist crime victims and to provide leadership in order to change attitudes and practices to promote justice and healing for all victims of crime. OVC administers the Crime Victims Fund (hereafter called the Fund), which was authorized by the Victims of Crime Act of 1984 (VOCA). Financing for the Fund comes from criminal fines, forfeited bail bonds, penalty fees, and special assessments collected by U.S. Attorneys, U.S. Courts, and the Federal Bureau of Prisons.

Each year OVC makes awards to State crime victim assistance and compensation programs to supplement State funding for victim services. In addition, OVC provides victim assistance training and technical assistance for criminal justice officials and direct service providers. Exploited children, families of missing and exploited children, practitioners who provide direct services to victim families, and law enforcement personnel who investigate and prosecute such cases are eligible to participate in OVC-sponsored programs.

Services

Crime Victim Compensation

Crime victim compensation is the direct payment to a crime victim or to his or her family to help cover crime-related expenses such as medical treatment, mental health counseling, lost wages, or funeral services. Every State administers a crime victim compensation program. Most of these programs have similar eligibility requirements and offer a comparable range of benefits. Most programs require victims to report crimes to the police in a timely manner and to file claims within a fixed period of time.

Each year OVC uses VOCA funds to supplement State resources. States receive a grant based on 40 percent of the amount of compensation benefits made by the State in a previous year.

Crime Victim Assistance

Crime victim assistance programs provide direct services such as crisis intervention, counseling, emergency transportation to court, temporary housing, and criminal justice support and advocacy. All States receive VOCA victim assistance grant funds, which are then awarded by the States to community-based public and nonprofit organizations that serve crime victims, such as domestic violence shelters, child abuse treatment programs, victim service units in law enforcement agencies and prosecutor's offices, hospitals, and social service agencies. Each State receives a base amount of \$200,000, plus a percentage of the amount remaining in the Fund based on population.

Training and Technical Assistance

OVC's Trainers Bureau seeks to improve services to crime victims by providing training and

technical assistance to the programs and agencies that serve crime victims. The Trainers Bureau helps Federal, State, and local agencies address training, administrative, and programmatic issues.

Immediate Response to Emerging Problems

OVC's Immediate Response to Emerging Problems (IREP) program seeks to improve services to communities that have experienced crimes involving multiple victimizations. The program provides rapid response and limited technical assistance to victim service agencies; Federal, State, and local criminal justice agencies; U.S. Attorney's Offices; Native American tribes; and other agencies that assist crime victims.

Information Dissemination

OVC's Resource Center provides victim-related information to criminal justice practitioners, researchers, policymakers, and crime victims. The OVC Resource Center collects, maintains, and disseminates information on national, State, and local victim-related organizations and on State programs that receive funds authorized by VOCA. The OVC Resource Center is a component of the National Criminal Justice Reference Service (NCJRS), the world's largest criminal justice information clearinghouse.

Availability of Services

OVC services are directed to:

- Missing and exploited children and their families.
- Victims of child pornography.
- Victims of sexual tourism.
- Parents of abducted children.
- Federal, State, and local criminal justice officials and other professionals who handle cases of missing and exploited children.
- Members of the general public who have an interest in child-victim information.

State crime victim compensation applications can be obtained from the appropriate State program. A list of agencies responsible for the administration of crime victims compensation in each State can be found in appendix 6.

Crime Victim Assistance

Crime victim assistance programs in each State are funded through State VOCA funds. A list of local crime victim assistance programs is available from each State VOCA victim assistance administrator (see appendix 6).

Training and Technical Assistance

Programs and agencies can access OVC's Trainers Bureau by submitting a request on agency letterhead that: (1) describes the problem to be addressed and explains why it cannot be funded with existing resources, (2) provides information about the individuals to be trained, (3) estimates the number of hours of training or the number of days of technical assistance needed, (4) details the expected outcome of the assistance, and (5) indicates what special skills or knowledge are required of the trainer or assistance provider. If the request is approved for funding, OVC will match trainers and/or technical assistance providers to the request. For additional information, write to the Trainers Bureau at the OVC address below or call (202) 307-5983.

Immediate Response to Emerging Problems

Agencies and communities can access OVC's IREP program by submitting a request on agency letterhead that: (1) contains a statement of facts concerning the situation, (2) enumerates the number of victims and describes the impact of the crime on the community, (3) explains why existing resources are inadequate, (4) describes the type of technical assistance requested and the desired outcome, and, if known, (5) lists any special skills required by the consultants. If approved, onsite assistance usually will be short-term, generally from 1 to 3 days. For additional information, write to the IREP program at the OVC address below or call (202) 307-5983.

Information Dissemination

The OVC Resource Center can be accessed through its toll-free number (1-800-627-6872). A list of publications and other information is available on the Internet.

Agency Contact

For further information about services, contact:

Office for Victims of Crime
U.S. Department of Justice
633 Indiana Avenue NW.
Washington, DC 20531
Telephone: (202) 307-5983
Fax: (202) 514-6383
Gopher to: ncjrs.aspensys.com
World Wide Web: <http://ncjrs.aspensys.com:81/homepage.html>

U.S. Department of Justice

Office of Juvenile Justice and Delinquency Prevention Missing and Exploited Children's Program

Agency Description

The Juvenile Justice and Delinquency Prevention (JJDP) Act of 1974 (P.L. 93-415), as amended by the Missing Children's Assistance Act of 1984, establishes the Missing and Exploited Children's Program in the Office of Juvenile Justice and Delinquency Prevention (OJJDP). The purpose of the Missing Children's Assistance Act is to develop leadership and provide funding support to address the needs of the Nation's missing children and their families and to foster coordination of programs and services for this population.

The Missing and Exploited Children's Program conducts research, demonstration, and service programs pertaining to missing and exploited children; provides training and technical assistance; and coordinates various activities. In addition, the Missing and Exploited Children's Program supports the National Center for Missing and Exploited Children, the national resource center and clearinghouse dedicated to missing and exploited children issues.

Since 1984, the Missing Children's Assistance Act has provided for research, training, and technical assistance to support local law enforcement efforts to locate and recover missing children. Each year the Missing and Exploited Children's Program trains more than 3,500 law enforcement officials in the investigation of missing children cases, at no cost to State or local governments.

Services

- Training and technical assistance.
- Demonstration programs.
- Research projects.
- Evaluation studies.
- Publications.
- Funding for the National Center for Missing and Exploited Children.
- Support for nonprofit organizations that work with missing and exploited children.
- Coordination of the Federal Agency Task Force for Missing and Exploited Children.

Availability of Services

Training and technical assistance is available to State and local units of government, nonprofit organizations, and other agencies serving missing and exploited children. Research briefs and other

publications are available to the general public. Some materials are restricted to law enforcement personnel.

Training Programs

The following training programs are sponsored by the Missing and Exploited Children's Program. These courses are designed to assist law enforcement officers and other professionals who handle child abuse and exploitation cases.

Basic Investigators Technique for Missing and Abducted Children. The aim of this course is to enhance the knowledge and skills of law enforcement officials who investigate cases involving abducted, runaway, and other missing youth.

Child Pornography and Exploitation. This course provides law enforcement officials and other professionals with the knowledge and information they need to understand, recognize, investigate, and resolve cases of child pornography and sexual exploitation.

Child Abuse and Exploitation Investigative Techniques. This course is designed to enhance the skills of experienced law enforcement officials and other professionals who investigate cases involving child abuse, sexual exploitation of children, child pornography, and missing children.

Missing and Exploited Children. Designed to complement Child Abuse and Exploitation Investigative Techniques, this course offers advanced investigative concepts for the experienced detective.

Child Abuse and Exploitation Team Investigative Program. This course focuses on the development of an interagency protocol that is unique to jurisdictions implementing a collaborative investigative process for child abuse cases.

Publications

The following documents are available from the Missing and Exploited Children's Program. Publications with an NCJ number are also available from the National Criminal Justice Reference Service (1-800-851-3420).

America's Missing and Exploited Children: Their Safety and Their Future (1986), NCJ 100581.

Charging Parental Kidnaping (American Prosecutor's Research Institute, 1995).

Law Enforcement Policies and Practices Regarding Missing Children and Homeless Youth (Research Triangle Institute, 1993) NCJ 145644.

Missing, Abducted, Runaway, and Throwaway Children in America, First Report: Numbers and Characteristics. National Incidence Studies (Full Report) (1990), NCJ 123668.

Missing and Abducted Children: A Law Enforcement Guide to Case Investigation and Program Management (National Center for Missing and Exploited Children, 1994), NCJ 151268.

National Center for Missing and Exploited Children (OJJDP Fact Sheet, 1995).

Obstacles to the Recovery and Return of Parentally Abducted Children (American Bar Association, 1993), NCJ 144535.

Obstacles to the Recovery and Return of Parentally Abducted Children: Research Summary (American Bar Association, 1994), NCJ 143458.

Parental Kidnaping (OJJDP Fact Sheet, 1995).

Parental Kidnaping, Domestic Violence, and Child Abuse: Changing Legal Responses to Related Violence (American Prosecutor's Research Institute, 1995).

Using Agency Records To Find Missing Children: A Guide for Law Enforcement (1995), NCJ 154633.

Agency Contact

For further information about services, contact:

Missing and Exploited Children's Program
Office of Juvenile Justice and Delinquency Prevention
633 Indiana Avenue NW.
Room 550
Washington, DC 20531
Telephone: (202) 616-3637
Fax: (202) 307-2819



U.S. Department of Justice

U.S. National Central Bureau (INTERPOL)

Agency Description

INTERPOL is the international criminal police organization that comprises designated national central bureaus (NCB's) from the law enforcement agencies of its 176 member nations. The primary mission of INTERPOL is:

- (a) To ensure and promote the widest possible mutual assistance between all criminal police authorities within the limits of the laws existing in the different countries and in the spirit of the 'Universal Declaration of Human Rights.'
- (b) To establish and develop all institutions likely to contribute effectively to the prevention and suppression of ordinary law crimes.

By law, INTERPOL is forbidden to undertake any intervention or activities of a political, military, religious, or racial character.

INTERPOL maintains a sophisticated global communications network to coordinate international criminal investigations among its member countries. This network is also used to relay humanitarian requests, such as missing person inquiries. INTERPOL provides a forum for discussions, organizes working group meetings, and stages symposia for law enforcement authorities of member nations to focus attention on the specific areas of criminal activity affecting their countries.

Services

Each INTERPOL member country establishes, funds, and staffs a national central bureau, which serves as the point of contact for the international law enforcement community. Every NCB operates within the parameters of its own nation's law and policies and within the framework of the INTERPOL constitution. In the United States, authority for the INTERPOL function rests with the Attorney General. Authority for administering the U.S. National Central Bureau (USNCB) is shared by the Departments of Justice and Treasury.

The mission of USNCB is twofold:

- To receive foreign requests for criminal investigative assistance and direct them to the appropriate U.S. Federal, State, or local law enforcement or judicial authorities.
- To receive domestic law enforcement requests and direct them to the appropriate NCB abroad.

The USNCB's coordinative services provide Federal, State, and local law enforcement authorities with the most effective means available to secure the assistance of foreign police in matters ranging from a criminal record check to the arrest and extradition of wanted persons.

The USNCB investigative staff includes senior agents who are detailed from more than 16 Federal and State law enforcement agencies. Agents work in five investigative divisions: alien/fugitive, criminal, drugs, financial fraud and economic crimes, and State liaison. Cases involving the exploitation of minors are assigned to one of these divisions, depending on the nature of the offense. For example, the financial fraud and economic crimes division investigates sexual abuse against minors, sexual assault against minors, child pornography, and sexual tourism; the alien/fugitive division is responsible for cases involving missing persons, parental kidnapping, and child abduction.

Through INTERPOL's worldwide telecommunications network, messages can be directed to one country, to an entire region, or to the whole INTERPOL membership. Messages destined for regional or worldwide distribution are referred to as "diffusions." Diffusions inform other NCB's of the circumstances of a case and request their assistance or intervention.

If information is not obtained from other NCB's as a result of a diffusion message, the originating agency can request that a formal notice be issued for worldwide distribution through the INTERPOL Secretariat General Office. INTERPOL notices are categorized (color-coded) according to the circumstances surrounding the request.

- Red notices, also known as International Wanted Criminal Notices, request a subject's provisional arrest with a view toward extradition. A red notice provides specific details concerning charges against a subject, along with warrant information, and includes prior criminal history.
- Blue notices are designed to collect information about persons. For example, an investigator may need to verify a person's identity, obtain particulars about a person's criminal record, locate a person who has not been fully identified, or locate a wanted person whose extradition may be requested.
- Yellow notices are circulated to provide information about persons who are missing or who are unable to identify themselves.

Upon receipt of these notices, most member countries enter the information into their databases and border lookout systems.

Availability of Services

Requests for Assistance

To reach the international law enforcement community, USNCB enters information on the child-related crime, subject, victim, abducting parent, or missing child(ren) into the INTERPOL network. Requests can be made immediately following the incident, but they must be made by a U.S. law enforcement agency or judicial authority. USNCB cannot accept requests for assistance from members of the public, including a victim parent.

Virtually every request normally handled through law enforcement channels can be accommodated by INTERPOL, provided communication is needed within the international law enforcement community. Generally, correspondents on INTERPOL messages are the law enforcement authorities in the respective member countries.

Responses to inquiries are sent to the originating law enforcement agency. Interested parties, such as a victim parent, can ask for a status report directly from the originating law enforcement agency.

When a request is received, USNCB analysts search a wide range of internal and external computer databases to determine if there are any records that will disclose prior investigative information or if there is any information that will help to locate a missing or abducted child and/or the abducting parent. For example, databases operated by the Immigration and Naturalization Service and by the U.S. Customs Service may reveal a person's entry into or exit from the United States. The USNCB's INTERPOL case tracking system is queried to determine if there is any prior correspondence regarding the principals in the investigation.

An INTERPOL agent then determines what action should follow, and a message is usually sent to one or more foreign NCB's through the INTERPOL communications network. Because local customs, policies, and laws dictate what the receiving NCB can and will do, USNCB has little or no control over how a message will be handled by a foreign NCB. Most requests from U.S. police entail interviewing witnesses, victims, or subjects of child exploitation crimes who reside in foreign countries or concern efforts to locate missing or abducted children and/or abductors.

Child Abduction Cases

In child abduction cases, the initial request seeks to confirm if border-entry records can establish the presence of the abductor or the child in the foreign country. Once entry has been established, discreet verification is requested to confirm the exact location of the abductor in the hope of preventing that person from fleeing to another location.

If an NCB confirms the location of an offender, abductor, or child, USNCB notifies the originating police agency, which then coordinates subsequent investigative or retrieval efforts with the prosecuting attorney or the victim parent. If USNCB messages fail to locate an offender, abductor, or child, USNCB helps the originating agency complete the application process that will lead to the publication of INTERPOL international notices.

If a child is located abroad, the issue of custody is usually resolved through the civil court system or through diplomatic processes. INTERPOL does not have the authority to request protective custody of the child, even in countries that are party to the Hague Convention treaty.

If a subject is charged with a child exploitation offense, a request for provisional arrest with a view toward extradition must be sent first through the proper diplomatic channels. Cases resulting in extradition are handled by the Department of Justice's Office of International Affairs, which uses the INTERPOL channel to transmit information pertaining to the extradition process.

Foreign Requests for Assistance

Foreign requests for investigative assistance are handled similarly to domestic cases. USNCB analysts query various law enforcement databases--including the NCIC database and the Customs Service's Treasury Enforcement Computer System (TECS)--and appropriate immigration systems to determine whether prior investigative information exists in the United States. The investigative request is then forwarded to the appropriate Federal or State police authority. The results of such investigative actions are then routed back to USNCB for relay to the requesting country. If another NCB requests such action, USNCB can initiate a border-lookout notice using the TECS database. Such a notice

would request that INTERPOL be notified if the subject were to attempt to enter the United States, although no enforcement action could be taken.

In foreign origin abduction cases, the names of the abductor and of the child cannot be entered into the NCIC computer system unless a red notice has been issued for the abductor and a yellow notice for the child. In some cases USNCB can enter the victim child's name into NCIC without the existence of a yellow notice, but all efforts to locate the child must have been exhausted previously, and the request for such entries must be made by the National Center for Missing and Exploited Children.

Agency Contact

For further information about services, contact:

U.S. National Central Bureau (INTERPOL)
U.S. Department of Justice
Bicentennial Building
Room 600
600 E Street NW.
Washington, DC 20530
Telephone: (202) 616-9000
Fax: (202) 616-8400
NLETS: DCINTER00

U.S. Department of State

Office of Children's Issues

Agency Description

The Office of Children's Issues (CI) is located in the Overseas Citizens Services, Bureau of Consular Affairs, U.S. Department of State. CI formulates, develops, and coordinates policies and programs and provides direction to foreign service posts on international parental child abduction and international adoption. CI also fulfills U.S. treaty obligations relating to the abduction of children.

Services

The Office of Children's Issues provides services in two areas: international abduction and international adoption.

International Abduction

CI works closely with parents, attorneys, private organizations, and government agencies in the United States and abroad to prevent international abductions. Since the late 1970's, the Bureau of Consular Affairs has taken action in more than 8,000 cases of international parental child abduction. In addition, the Office has answered thousands of inquiries concerning international child abduction, enforcement of visitation rights, and abduction prevention techniques.

CI acts as the U.S. Central Authority for the operation and implementation of the Hague Convention on the Civil Aspects of International Child Abduction. Forty-one countries, including the United States, have joined the Hague Abduction Convention, which discourages abduction as a means of resolving a custody matter by requiring, with a few limited exceptions, that the abducted child be returned to the country where he or she resided prior to the abduction. In 1994 CI received more than 800 applications for assistance under the Hague Abduction Convention, 60 percent of which involved children abducted from the United States and taken to other countries, and 40 percent of which involved children who were abducted in other countries and brought to the United States. The countries with the most abduction cases are, in descending order, Mexico, United Kingdom, Canada, Germany, and France. These five countries account for about half of the abduction cases in which CI becomes involved.

Many countries have not yet accepted the Hague Convention. In 1994 CI handled the cases of more than 250 children who were abducted to non-Hague countries. In the event of an abduction to a non-Hague country, one option for the left-behind parent is to obtain legal assistance in the country where the child was taken and to follow the local judicial process. Of non-Hague countries, the largest number of cases have involved children taken to Egypt, Japan, Jordan, the Philippines, and Saudi Arabia.

For international abduction cases, CI can:

- Provide information in situations where the Hague Convention applies and help parents file an application with foreign authorities to obtain the return of or access to the child.

- Attempt to locate, visit, and report on a child's general welfare in non-Hague cases by contacting U.S. Embassies and consulates abroad.
- Provide the left-behind parent with information on the legal system, especially concerning family law, of the country to which the child was abducted and furnish a list of attorneys willing to accept American clients.
- Provide a point of contact for the left-behind parent.
- Monitor judicial or administrative proceedings overseas.
- Help parents contact local officials in foreign countries or make contact with such officials on the parent's behalf.
- Inform parents of domestic remedies, such as warrants, extradition procedures, and U.S. passport revocations.
- Alert foreign authorities to any evidence of child abuse or neglect.

CI cannot re-abduct a child, help a parent in any way that violates the laws of another country, or give refuge to a parent who is involved in re-abduction. CI also cannot act as a lawyer, represent parents in court, or pay legal expenses or court fees.

International Adoption

CI offers general information and assistance regarding the adoption process in more than 60 countries. In 1994 U.S. citizens adopted more than 8,000 foreign-born children. Because adoption is a private legal matter within the judicial sovereignty of the Nation where the child resides, the Department of State cannot intervene on behalf of an individual U.S. citizen in foreign courts.

For international child adoption cases, CI can:

- Provide information about international adoption in countries around the world.
- Provide general information on U.S. visa requirements for international adoptions.
- Make inquiries regarding the status of specific adoption cases and clarify documentation and other requirements to the U.S. consulate abroad.
- Ensure that U.S. citizens are not discriminated against by foreign authorities or court personnel.

CI cannot become directly involved in the adoption process in another country, cannot act as an attorney or represent adoptive parents in court, and cannot order that an adoption take place or that a visa be issued.

Availability of Services

International Abduction

In cases involving international abduction, services are directed to the parents or the attorneys of children who have been abducted internationally or to those who fear a child may be abducted by another parent abroad. CI works closely with local and Federal law enforcement agencies, the Department of Justice, and the Department of State Legal Advisors Office, all of which pursue criminal remedies to international parental abduction cases.

General information on international parental child abduction and custody issues is available to any interested person. As the U.S. Central Authority for the Hague Convention on the Civil Aspects of International Child Abduction, CI processes applications from parents seeking access to and the return of abducted children under the Convention. The International Child Remedies Act (42 U.S.C. 11601; P.L. 100-300; 22 CFR Part 94) is the Federal legislation implementing the Hague Abduction Convention in the United States. A Memorandum of Understanding signed by the Departments of State and Justice and by the National Center for Missing and Exploited Children gives NCMEC the authority to process Hague abduction cases involving children taken to the United States.

Although the Convention does not require that requests for services be in the form of an application, CI has created a special form (DSP-105), "Application for Assistance Under the Hague Convention on Child Abduction," to help organize information (see appendix 7). It should be noted that CI does not adjudicate the validity of the application claim for the return of or access to a child; rather, CI provides information on the operation of the treaty and on the issues that the appropriate judicial or administrative body that reviews the application will consider in making a determination.

International Adoption

International adoption services provided by CI are directed to parents seeking to adopt abroad, to agencies involved in international adoption, and to U.S. Embassies or consulates abroad that provide information on the local adoption situation and that issue visas to children to enter the United States. Most services are accessed when a parent calls CI or uses the automated information system. Any individual, agency, or group wanting information on international adoption may contact CI to obtain information.

Under guidance from CI, Embassies and consulates monitor and report changes in local adoption procedures that may affect U.S. citizens wishing to adopt abroad. The Embassies also inform other governments of the effect that their laws, regulations, and procedures have on Americans who wish to adopt a child who resides in that country.

Agency Contact

For further information about services, contact:

Office of Children's Issues

Room 4811

Overseas Citizens Services

Bureau of Consular Affairs

U.S. Department of State

Washington, DC 20520-4818

Telephone: (202) 647-2688

Fax: (202) 647-2835

Autofax: (202) 647-3000

Recorded information: (202) 736-7000

Consular Affairs Electronic Bulletin Board: (202) 647-9225 (modem number)

Internet Gopher Address: DOSFAN.LIB.UIC.EDU

U.S. Department of Treasury

U.S. Customs Service

Agency Description

The U.S. Customs Service is on the frontline of the Nation's defense against the illegal importation and trafficking of child pornography. Long recognized by both the domestic and international law enforcement communities for its knowledge of and skill in the area of child pornography investigations, the U.S. Customs Service aggressively targets importers, distributors, and purveyors of child pornography to prevent the sexual exploitation and abuse of children both in the United States and abroad. The U.S. Customs Service Child Pornography Enforcement Program works closely with the FBI, the Department of Justice's Child Exploitation and Obscenity Section, the U.S. Postal Inspection Service, and the National Center for Missing and Exploited Children.

Through an agreement with NCMEC, the U.S. Customs Service Child Pornography Enforcement Program has assumed primary responsibility for all NCMEC child pornography-related complaints. NCMEC has established a national toll-free child pornography Tipline (1-800-THE LOST, or 1-800-843-5678) for the reporting of information regarding child pornography. NCMEC refers such data directly to the Child Pornography Enforcement Program for dissemination to the appropriate field offices.

Services

- Training for law enforcement officers who are involved in child pornography investigations.
- Investigative support for child pornography investigations.
- Information dissemination to the public.

Availability of Services

Services available through the U.S. Customs Service are directed to law enforcement officials, investigators, and parents involved in cases of child pornography. Services can be accessed by contacting the nearest Customs Service office (see appendix 8).

A training course curriculum is available through the training center in Atlanta, Georgia. All training courses are coordinated through local Customs Service offices (see appendix 8).

Agency Contact

For further information about services, contact:

U.S. Customs Service
Office of Investigations
1301 Constitution Avenue NW.
Washington, DC 20229
Telephone: (202) 927-1530
Fax: (202) 927-1985



U.S. Department of Treasury

U.S. Secret Service Forensic Services Division

Agency Description

Under Title XXXI of the Violent Crime Control and Law Enforcement Act of 1994, the U.S. Secret Service is mandated to work with the National Center for Missing and Exploited Children to provide forensic and technical assistance to State and local authorities in investigating the most difficult cases of missing and exploited children.

Services

Services provided by the U.S. Secret Service include access to the following:

- The Forensic Information System for Handwriting (FISH) database, which allows handwritten or handprinted material to be searched against previously recorded writings, making possible links or consolidations.
- The Automated Fingerprint Identification System (AFIS), a nationwide network with access to the largest collection of automated fingerprint databases in the United States.
- Polygraph examinations, to help detect deception through physiological means, resulting in investigative leads.
- Visual information services, such as image enhancement, age progression and regression, suspect drawings, video and audio enhancement, and graphic and photographic support.

Availability of Services

Services are directed to local, State, and Federal law enforcement investigators who deal with cases involving missing children, runaways, parental abductions, international abductions, sexual tourism, and child pornography. Services are available at the discretion of the investigating agency when a missing or exploited child case is involved.

Publications

Forensic Services Division (brochure)

U.S. Secret Service, Forensic Services Division, National Center for Missing and Exploited Children (brochure)

Agency Contact

Further information about services may be obtained from any local Secret Service field office or from:

U.S. Secret Service
Forensic Services Division
1800 G Street NW.
Suite 929
Washington, DC 20223
Telephone: (202) 435-5926
Fax: (202) 435-5603

National Center for Missing and Exploited Children
2101 Wilson Boulevard
Suite 550
Arlington, VA 22201-3052
Hotline: 1-800-THE-LOST (1-800-843-5678)
Telephone: (703) 235-3900
Fax: (703) 235-4067

U.S. Postal Service

U.S. Postal Inspection Service

Agency Description

The U.S. Postal Inspection Service is the law enforcement arm of the U.S. Postal Service with responsibility for investigating crimes involving the U.S. mail, including all child pornography and child sexual exploitation offenses. Specially trained postal inspectors are assigned to each of the 30 field divisions nationwide (see appendix 9). As Federal law enforcement agents, U.S. postal inspectors carry firearms, serve warrants and subpoenas, and possess the power of arrest.

Recognizing that child molesters and child pornographers often seek to communicate with one another through what they perceive as the security and anonymity provided by the U.S. mail, postal inspectors have been involved extensively in child sexual exploitation and pornography investigations since 1977. Since the Federal Child Protection Act of 1984 was enacted, postal inspectors have conducted more than 2,600 child pornography investigations, resulting in the arrest and conviction of more than 2,300 child pornographers and preferential child molesters.

Services

Postal inspectors in the United States use an established, nationwide network of intelligence to implement a wide variety of undercover programs designed to identify suspects and develop prosecutable cases. These undercover operations recognize the clandestine nature of their targets and the inherent need of many offenders to validate their behavior. The techniques used in these programs include placement of contact advertisements in both local and national publications, written contacts and correspondence with the subject, and more recently, contact via computer bulletin boards. Postal inspectors are ready to assist in any related investigation involving child sexual exploitation.

Availability of Services

Investigative assistance by the Postal Inspection Service is available and should be sought under the following circumstances:

- When a subject may be using the U.S. mail to exchange, send, receive, buy, loan, advertise, solicit, or sell child pornography.
- When a subject is believed to be using the U.S. mail to correspond with others concerning child sexual exploitation, child pornography, or child erotica.
- When a subject is believed to be using a computer network or bulletin board to exchange child pornography or child erotica or to correspond with others concerning child sexual exploitation, and the actual exchange or initial contact may involve the U.S. mail.
- When a subject is believed to be clearly predisposed to receive or purchase child pornography and a reverse sting investigative approach appears warranted.

- When there is a need to execute a controlled delivery of child pornography.
- When the activities of a subject warrant further investigation and there is a need for assistance from a postal inspector who is trained in the investigation of child pornography or child sexual exploitation cases.
- When other local investigative leads have been exhausted and a postal inspector is needed to utilize additional resources.

Services and investigative assistance provided by the Postal Inspection Service are available to any local, State, or Federal law enforcement agency. Contact the nearest office of the U.S. Postal Inspection Service for further information.

Legislative Citations

For over a century, the Postal Inspection Service has had specific responsibility for investigating the mailing of obscene matter (Title 18 U.S. Code, Section 1461). While over the years child pornography has been, as a matter of course, investigated along with obscenity matters, increased public concern resulted in the enactment of the Sexual Exploitation of Children Act of 1977 (Title 18 U.S. Code, Section 2251-2253). The Child Protection Act of 1984 (18 U.S.C. 2251-2255) amended the 1977 Act by:

- ▶ Eliminating the obscenity requirement.
- ▶ Eliminating the commercial transaction requirement.
- ▶ Changing the definition of a minor from a person under age 16 to one under age 18.
- ▶ Adding provisions for criminal and civil forfeiture.
- ▶ Amending the Federal wiretap statute to include the Child Protection Act.
- ▶ Raising the potential maximum fines from \$10,000 to \$100,000 for an individual and to \$250,000 for an organization.

On November 7, 1986, Congress enacted the Child Sexual Abuse and Pornography Act (18 U.S.C. 2251-2256), which amended the two previous acts by:

- ▶ Banning the production and use of advertisements for child pornography.
- ▶ Adding a provision for civil remedies of personal injuries suffered by a minor who is a victim.
- ▶ Raising the minimum sentence for repeat offenders from imprisonment of not less than 2 years to imprisonment of not less than 5 years.

On November 18, 1988, Congress enacted the Child Protection and Obscenity Enforcement Act (18 U.S.C. 2251-2256), which:

- ▶ Made it unlawful to use a computer to transmit advertisements for or visual depictions of child pornography.
- ▶ Prohibited the buying, selling, or otherwise obtaining temporary custody or control of children for the purpose of producing child pornography.

On November 29, 1990, Congress amended 18 U.S.C. 2252, making it a Federal crime to possess three or more items containing child pornography that were mailed or shipped in interstate or foreign commerce or that were produced using materials that were mailed or shipped by any means, including by computer.

Agency Contact

For further information about the U.S. Postal Inspection Service, contact:

U.S. Postal Inspection Service
Office of Criminal Investigations
475 L'Enfant Plaza West SW.
Room 3141
Washington, DC 20260-2166
Telephone: (202) 268-4286
Fax: (202) 268-4563



ORGANIZATIONS



National Center for Missing and Exploited Children

Agency Description

The mission of the National Center for Missing and Exploited Children (NCMEC) is to assist in the location and recovery of missing children and to prevent the abduction, molestation, sexual exploitation, and victimization of children. A private, nonprofit organization established in 1984, NCMEC operates under a congressional mandate in a cooperative agreement with the Department of Justice's Office of Juvenile Justice and Delinquency Prevention. The goal is to coordinate the efforts of law enforcement personnel, social service agency staff, elected officials, judges, prosecutors, educators, and members of the public and private sectors to break the cycle of violence that historically has perpetuated crimes against children.

Services

NCMEC offers a variety of services to aid in the search for a missing child, including a toll-free hotline; technical case assistance; a national computer network; photograph and poster distribution; age-enhancement, facial reconstruction, and imaging-identification services; a resource directory of nonprofit organizations; recovery assistance; and international case assistance.

Toll-Free Hotline

One of NCMEC's primary activities is its toll-free hotline: 1-800-THE-LOST (1-800-843-5678). The multilingual hotline, which is available throughout the United States, Canada, and Mexico, operates every day of the year, 24 hours a day. It is used by individuals to report the location of a missing child or of other children whose whereabouts are unknown to the child's legal custodian and to learn about the procedures necessary to reunite a child with the child's legal custodian. Reports of missing children are entered immediately into a national missing child database. Reports of sightings of missing children are disseminated directly to the investigative agency handling the case.

Technical Case Assistance

Trained case managers assist citizens and law enforcement officials in filing missing person reports, verify data concerning missing children that have been entered into the FBI's NCIC computer system, and send publications designed to enhance the investigative skills of agency personnel involved in missing child cases.

National Computer Network and Online Services

NCMEC is linked via computer online services to 47 State clearinghouses, plus the District of Columbia, the U.S. Department of State Office of Children's Issues, the U.S. National Central Bureau (INTERPOL), the U.S. Secret Service Forensic Services Division, and other Federal agencies. Internationally, NCMEC is linked to the Australian Police, the Belgium Police, the Netherlands Police, the Royal Canadian Mounted Police, New Scotland Yard, Mexican government contacts, and others. These computer links allow images of and information on missing and exploited children to be transmitted instantly.

In addition, NCMEC has taken the search for missing children to the Internet with the creation of the Missing Children Web Page. This free, publicly available channel allows Internet users to search a database for information on current missing children cases, to view images of missing children, and to obtain safety and resource information. The NCMEC Missing Children Web Page can be found at <http://www.missingkids.org>.

Photograph and Poster Distribution

NCMEC maintains an up-to-date library of missing children posters on the Internet, CompuServe, and the State Clearinghouse bulletin-board computer network. The organization also places missing child kiosks in high-traffic areas, such as airports and shopping malls. NCMEC simultaneously transmits posters and other case-related information to more than 6,500 law-enforcement agencies throughout the Nation through a broadcast fax dissemination service. NCMEC coordinates national media exposure of missing children cases, including public service announcements for breaking cases. Through a network of private-sector partners that includes major corporations, television networks, and publishers, NCMEC has distributed millions of photographs of missing children.

Age-Enhancement, Facial Reconstruction, and Imaging-Identification Services

Supported by forensic specialists and computer industry leaders, NCMEC provides computerized age-progression of photographs of long-term missing children, reconstructs facial images from morgue photographs of unidentified deceased individuals, provides assistance in the creation of artist composites, and trains forensic artists in imaging applications and techniques.

Resource Directory of Nonprofit Organizations

NCMEC maintains a list of nonprofit organizations located throughout the United States, Canada, and Europe that provide direct services (as stipulated by the Missing Children's Assistance Act) to families of missing and exploited children. This directory is provided as a public service to individuals who are looking for a resource group to help with a missing or exploited child case.

Recovery Assistance

Through NCMEC, several corporations provide lodging and transportation to custodial parents who are recovering their missing children. This service is available to parents or guardians who cannot afford such expenses themselves, provided that established criteria and guidelines are met. To find out if a particular case meets these criteria, call the NCMEC hotline.

International Case Assistance

NCMEC acts on behalf of the U.S. Central Authority in the handling of applications seeking the return of or access to children abducted in the United States. This assistance is provided in compliance with the Hague Convention of the Civil Aspects of International Child Abduction. NCMEC also handles outgoing international abductions.

In addition, the following services are available to law enforcement agencies:

- **Informational Analysis Services.** NCMEC receives thousands of leads and provides law enforcement officials with the most usable, relevant information possible. NCMEC prioritizes its

leads and identifies similar patterns in cases across the country, helping to tie cases together and coordinate investigations.

- **Queries and Database Searches.** Through its networked database, NCMEC can search active missing child cases using any series of identifiers. NCMEC also has access to a number of national informational databases, including employment records, motor vehicle records, telephone listings, school registrations, and the Federal Parent Locator Service.
- **Project ALERT (America's Law Enforcement Retiree Team).** Fourteen national law enforcement associations work with NCMEC to provide free onsite assistance by volunteer retired police officers. This project allows hardpressed local police involved in difficult missing or exploited child cases to benefit from the expertise of the retired officers.

Working closely with crime prevention officers, NCMEC reaches out to the general public with positive, effective child-safety information and services, including:

KIDS AND COMPANY: Together for Safety, a state-of-the-art personal safety curriculum for children in kindergarten through grade six.

Project KidCare, a campaign to ensure that parents have a current photograph as well as descriptive information of their child. A list of safety tips is included in the passport-like booklet.

Kidprint, a program through which families can obtain a free videotape of their child.

Availability of Services

Services provided by NCMEC are directed to:

- Parents and families of missing and exploited children.
- Local, State, and Federal law enforcement investigators and agencies handling cases of missing and exploited children.
- Child care staff, child protection and social service personnel, criminal justice professionals, and legal practitioners who work with missing and exploited children and their families.
- Nonprofit organizations that seek access to a national network of resources and information.
- Members of the general public who have an interest in child safety.

Services are provided for:

- ▶ Cases of missing children, including endangered runaways; victims of family and nonfamily abduction; and those who have been lost, injured, or are otherwise missing.
- ▶ Reports of sightings of missing children.
- ▶ Other cases handled by law enforcement agencies that involve the victimization and possible exploitation of children.

- ▶ Reports of child exploitation and child pornography.

For **parents** of missing children, cases are taken in through the hotline when it has been determined that: (1) the child was younger than 18 years of age at the time of disappearance, (2) a missing child report has been filed with the police, and (3) the parent reporting the case has court-awarded custody of the child, unless otherwise noted. These cases include:

- **Voluntary missing (runaway) cases**, which can be taken immediately by NCMEC when the child is 13 or younger or when specific conditions indicate that the child is endangered, such as the existence of a life-threatening medical condition, a serious mental illness, a substance abuse problem, or a belief that the child is with a potentially dangerous individual or in a potentially dangerous situation.
- **Family abduction cases**, which are taken by NCMEC when it is determined that the parent reporting the case has court-awarded custody of the child and that the child's whereabouts are unknown.
- **International family abduction cases**, which are taken by NCMEC when it is believed that the child has been taken out of or brought into the United States and when the child's whereabouts are unknown, or when a child has been brought into the United States and the left-behind parent has made appropriate applications to invoke the Hague Convention on the Civil Aspects of International Child Abduction.
- **Nonfamily abduction cases**, which may involve kidnaping by a stranger or by an acquaintance.
- **Other cases**, in which the facts are insufficient to determine the cause of a child's disappearance. The criteria for intake of a "lost, injured, or otherwise missing" child are the same as for a nonfamily abduction.

For **law enforcement professionals**, requests for resources, technical assistance, and access to NCMEC's database may be obtained by contacting NCMEC's hotline or case management department. All services are free of charge.

For **callers reporting a sighting** of a missing child, the NCMEC hotline will obtain complete information concerning the individual involved and the circumstances surrounding the sighting. A report will be distributed to law enforcement officials.

For **callers reporting specific information concerning child pornography**, the NCMEC hotline also serves as the National Child Pornography Tipline. Reports of alleged child sexual exploitation, including child pornography and prostitution, are forwarded to the U.S. Customs Service or to the U.S. Postal Inspection Service for verification and investigation.

For **callers reporting instances of possible sexual exploitation**, NCMEC acts as a referring agency and may provide technical assistance, but it does not formally handle such cases. Requests for services in cases of child sexual abuse, incest, and molestation are referred to appropriate law enforcement and child protection agencies.

The resources and services listed above are available to parents of missing children once they have filed a missing person report with the police. There is no waiting period for or time limitation on

these services. All other calls and requests for information may be made at any time to NCMEC's hotline. Free publications on child protection and prevention are available upon request.

Resources

Technical Assistance

Safeguard Their Tomorrows is a 4-hour nationally accredited educational program for health care professionals designed to address the prevention and investigation of infant abductions. The program was produced by Mead-Johnson Nutritionals in cooperation with the Association of Women's Health, Obstetric, and Neonatal Nurses; the National Association of Neonatal Nurses; and NCMEC.

NCMEC has joined forces with America's leading law enforcement associations to launch Project ALERT, a national program that uses retired law enforcement professionals as volunteers. Upon request by a law enforcement agency, NCMEC will assign a trained volunteer consultant to provide free, hands-on assistance to agencies struggling with missing child cases, child homicides, and child exploitation issues.

Training Program

Basic Investigative Guidelines: Missing and Abducted Children. This training program was developed by NCMEC to help local law enforcement agencies strengthen their efforts to solve missing and exploited child cases. Designed by experienced law enforcement officers and missing person investigators, the course offers a comprehensive look at all types of missing child cases and provides guidelines for initial response and for the utilization of all available investigative resources.

Publications

NCMEC has written and published a number of books, brochures, and pamphlets. Up to 50 copies of most brochures are available free of charge. Single copies of books are available free of charge. Call NCMEC's hotline for more information about fees for bulk orders.

Brochures

Child Porn Tipline Brochure

Child Protection Brochure

Child Safety on the Information Highway

For Camp Counselors

For Law Enforcement Professionals

Just in Case...Finding Professional Help in Case Your Child Is Missing or the Victim of Sexual Abuse or Exploitation

Just in Case...You Are Considering Daycare

Just in Case...You Are Considering Family Separation

Just in Case...You Are Dealing With Grief Following the Loss of a Child

Just in Case...You Are Using the Federal Parent Locator Service

Just in Case...You Need a Babysitter

Just in Case...Your Child Is a Runaway

Just in Case...Your Child Is Testifying in Court

Just in Case...Your Child Is the Victim of Sexual Abuse or Exploitation

Just in Case...Your Child May Someday Be Missing

KIDS AND COMPANY: Together for Safety
My 8 Rules for Safety

Books

An Analysis of Infant Abductions
Child Molesters: A Behavioral Analysis
Child Molesters Who Abduct: A Summary of the "Case-in-Point" Series
Child Sex Rings: A Behavioral Analysis
Children Traumatized in Sex Rings
Family Abduction Guide
Female Juvenile Prostitution: Problem and Response
For Health Care Professionals: Guidelines on Preventing Infant Abductions
Interviewing Child Victims of Sexual Exploitation
Missing/Abducted Children: Law Enforcement Guide to Case Investigation and Program Management
My 8 Rules for Safety: Multilingual Child Safety and Prevention Tips
Nonprofit Service Providers Handbook
Recovery and Reunification of Missing Children: A Team Approach
Report Card to the Nation
Selected State Legislation

Also available is a resource list of nonprofit organizations throughout the United States, Canada, and Europe that work on missing and exploited child issues in their communities.

Legislative Citations

42 U.S.C. §§ 5771 and 5780. The National Center for Missing and Exploited Children was established in 1984 as a private, nonprofit organization to serve as a clearinghouse of information on missing and exploited children, to provide technical assistance to citizens and to law enforcement agencies, to offer training programs to law enforcement and social service professionals, to distribute photographs and descriptions of missing children, to coordinate child protection efforts with the private sector, to network with nonprofit service providers and State clearinghouses on missing person cases, and to provide information on effective State legislation to ensure the protection of children. Working in conjunction with the U.S. Postal Inspection Service, the U.S. Customs Service, and the U.S. Department of Justice, NCMEC serves as the National Child Pornography Tipline.

Contact Information

For information about the services provided by NCMEC, contact:

National Center for Missing and Exploited Children
2101 Wilson Boulevard, Suite 550
Arlington, VA 22201-3052
Hotline: 1-800-THE-LOST (1-800-843-5678), for the United States, Canada, and Mexico
Telephone (International): 001-703-552-9320
Telephone (Business): (703) 235-3900
TTD: 1-800-826-7653
Fax: (703) 235-4067
World Wide Web: <http://www.missingkids.org>
Internet e-mail: 77431.177@Compuserve.com





Appendix 1

Department of Defense Investigative Liaisons for Law Enforcement Agencies

Army

Criminal Investigation Command

CIOP-CO
6010 Sixth Street
Fort Belvoir, VA 22060-5506
Telephone: (703) 806-0305
Fax: (703) 806-0307

Criminal Investigation Division District Offices

Area: Georgia

Fort Benning District
Third Military Police Group (CID)
Building 1698
Fort Benning, GA 31905-6200
Telephone: (706) 545-8921
Fax: (706) 545-2509

Area: Hawaii

Hawaii District
Sixth Military Police Group (CID)
Schofield Barracks, HI 96857-5455
Telephone: (808) 655-2396
Fax: (808) 655-2387

Area: Kansas

Fort Riley District
Sixth Military Police Group (CID)
Building 406
Pershing Court
Fort Riley, KS 66442-0365
Telephone: (913) 239-3933
Fax: (913) 239-6388

Area: Kentucky

Fort Campbell District
Third Military Police Group (CID)
Building 2745
Fort Campbell, KY 42223-5637
Telephone: (502) 798-7247
Fax: (502) 798-2479

Area: National Capital Area

Washington, D.C., District
Third Military Police Group (CID)
Building 305
Fort Meyer, VA 22211-5199
Telephone: (703) 696-3496
Fax: (703) 696-6270

Area: New Jersey

Fort Dix District
Third Military Police Group (CID)
Building 6530
Fort Dix, NJ 08640-5780
Telephone: (609) 562-5006
Fax: (609) 562-5853

Area: North Carolina

Fort Bragg District
10th MP Det CID Abn
Third Military Police Group (CID)
Building 8-1221
Fort Bragg, NC 28307-5000
Telephone: (910) 396-7516
Fax: (910) 396-8607

Area: Texas

Fort Bliss District
Sixth Military Police Group (CID)
P.O. Box 6310
Building 13
Fort Bliss, TX 79916-6310
Telephone: (915) 568-5905
Fax: (915) 568-6899

Area: Texas

Fort Hood District
Sixth Military Police Group (CID)
P.O. Box V
Fort Hood, TX 76544-5000
Telephone: (817) 287-5039
Fax: (817) 287-9744

Area: Washington State

Fort Lewis District
Sixth Military Police Group (CID)
P.O. Box 331009
Fort Lewis, WA 98433-1009
Telephone: (206) 967-7859
Fax: (206) 967-4462

Navy and Marine Corps

Naval Criminal Investigative Service Headquarters

Washington Navy Yard
Building 111 (Code 0023B)
901 M Street SE.
Washington, DC 20388-5383
Telephone: (202) 433-9234
Fax: (202) 433-4922

Naval Criminal Investigative Service Field Offices

Area: Northern California, Colorado,
Nevada, Utah, and Wyoming

Naval Criminal Investigative Service Field
Office
161 Coral Sea Street
Naval Air Station
Alameda, CA 94501-5085
Telephone: (510) 273-4158
Fax: (510) 273-7965

Area: Central California

Naval Criminal Investigative Service Field
Office
1317 West Foothill Boulevard
Suite 120
Upland, CA 91786
Telephone: (908) 985-2264
Fax: (908) 985-9763

Area: Southern California, Arizona, New
Mexico, and West Texas

Naval Criminal Investigative Service Field
Office
Box 368130
3405 Welles Street
Suite 1
San Diego, CA 92136-5050
Telephone: (619) 556-1364
Fax: (619) 556-0999

Area: Georgia, South Carolina, Central
America, and South America

Naval Criminal Investigative Service Field
Office
2365 Avenue F
Suite A
Charleston, SC 29408-1941
Telephone: (803) 743-3750
Fax: (803) 743-1058

Area: Hawaii and Pacific Islands

Naval Criminal Investigative Service Field
Office
P.O. Box 122
Pearl Harbor, HI 96860-5090
Telephone: (808) 474-1218
Fax: (808) 474-1210

Area: Maryland, Northern Virginia, and
Washington, D.C.

Naval Criminal Investigative Service Field
Office
Washington Navy Yard
Building 200
Washington, DC 20374
Telephone: (202) 433-3658
Fax: (202) 433-6045

Area: Tidewater Virginia

Naval Criminal Investigative Service Field
Office
1329 Bellinger Boulevard
Norfolk, VA 23511-2395
Telephone: (804) 444-7327
Fax: (804) 444-3139

**Area: New Jersey, New York, and
Pennsylvania**

Naval Criminal Investigative Service Field
Office
Naval Weapons Station
Colts Neck, NJ 07722-1901
Telephone: (908) 866-2235
Fax: (908) 866-1065

Area: North Carolina

Naval Criminal Investigative Service Field
Office
H-32 Julian C. Smith Boulevard
Camp LeJeune, NC 28547-1600
Telephone: (910) 451-8017
Fax: (910) 451-8205

Area: Northwest Washington

Naval Criminal Investigative Service Field
Office
1010 Skate Street
Suite A
Silverdale, WA 98315-1093
Telephone: (360) 396-4660
Fax: (360) 396-7009

Area: New England and Bermuda

Naval Criminal Investigative Service Field
Office
344 Meyerkord Avenue, Third Floor
Newport, RI 02841-1607
Telephone: (401) 841-2241
Fax: (401) 841-4056

Area: North Central United States

Naval Criminal Investigative Service Field
Office
Building 2
Second Floor East
Great Lakes, IL 60088-5001
Telephone: (708) 688-5655
Fax: (708) 688-2636

Area: South Central United States

Naval Criminal Investigative Service Field
Office
341 Saufley Street
Pensacola, FL 32508-5133
Telephone: (904) 452-4211
Fax: (904) 452-2194

**Area: Southeastern United States, Cuba, and
Puerto Rico**

Naval Criminal Investigative Service Field
Office
Naval Station
P.O. Box 280076
Mayport, FL 32228-0076
Telephone: (904) 270-5361
Fax: (904) 270-6050

Air Force

During normal working hours:

Investigative Operations Center
Major Crimes Investigations
Bolling Air Force Base
Washington, DC 20332-5113
Telephone: (202) 767-5192/7760
Fax: (202) 767-5196

After normal working hours:

HQ AFOSI Staff Duty Office
Bolling Air Force Base
Washington, DC 20332-5113
Telephone: (202) 767-5450
Fax: (202) 767-5452

Appendix 2

Safe and Drug-Free Schools Comprehensive Regional Centers

Training and technical assistance for States, school districts, schools, community-based organizations, and other recipients of funds under the Improving America's Schools Act are available through the following Comprehensive Regional Assistance Centers:

Region I: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont

Dr. Vivian Guilfooy, Director
Education Development Center, Inc.
55 Chapel Street
Newton, MA 02158-1060
Telephone: (617) 969-7100, ext. 2201

Region II: New York

Dr. LaMar P. Miller, Executive Director
New York University
32 Washington Place
New York, NY 10003
Telephone: (212) 998-5100

Region III: Delaware, Maryland, New Jersey, Ohio, Pennsylvania, and Washington, D.C.

Dr. Charlene Rivera, Director
George Washington University
1730 North Lynn Street
Suite 401
Arlington, VA 22209
Telephone: (703) 528-3588

Region IV: Kentucky, North Carolina, South Carolina, Tennessee, Virginia, and West Virginia

Dr. Terry L. Eidell, Executive Director
Appalachia Educational Laboratory, Inc.
P.O. Box 1348
Charleston, WV 25325-1348
Telephone: (304) 347-0400

Region V: Alabama, Arkansas, Georgia, Louisiana, and Mississippi

Dr. Betty Matluck, Vice President
Southwest Educational Development Laboratory
211 East Seventh Street
Austin, TX 78701-3281
Telephone: (512) 476-6861

Region VI: Iowa, Michigan, Minnesota, North Dakota, and Wisconsin

Dr. Minerva Coyne, Director
University of Wisconsin
1025 West Johnson Street
Madison, WI 53706
Telephone: (608) 263-4326

Region VII: Illinois, Indiana, Kansas, Missouri, Nebraska, and Oklahoma

Dr. Hai Tran, Director
University of Oklahoma
1000 ASP
Room 210
Norman, OK 73019
Telephone: (405) 325-2243

Region VIII: Texas

Dr. Maria Robledo Montecel, Executive Director
Dr. Albert Cortez, Site Director
Intercultural Development Research Association
5835 Callaghan Road
Suite 350
San Antonio, TX 78228-1190
Telephone: (210) 684-8180

Region IX: Arizona, Colorado, New Mexico, Nevada, and Utah

Dr. Paul E. Martinez, Director
New Mexico Highlands University
121 Tijeras NE.
Suite 2100
Albuquerque, NM 87102
Telephone: (505) 242-7447

Region X: Idaho, Montana, Oregon, Washington, and Wyoming

Mr. Carlos Sundermann, Director
Northwest Regional Educational Laboratory
101 Southwest Main Street
Suite 500
Portland, OR 97204
Telephone: (503) 275-9479

Region XI: Northern California

Dr. Beverly Farr, Director
Far West Laboratory for Educational Research
730 Harrison Street
San Francisco, CA 90242
Telephone: (415) 565-3009

Region XII: Southern California

Dr. Celia C. Ayala, Director
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890
Telephone: (310) 922-6319

Region XIII: Alaska

Dr. John Anttonen, Executive Director
South East Regional Resource Center
210 Ferry Way
Suite 200
Juneau, AK 99801
Telephone: (907) 586-6806

Region XIV: Florida, Puerto Rico, and the Virgin Islands

Dr. Trudy Hensley, Director
Educational Testing Service
1979 Lake Side Parkway
Suite 400
Tucker, GA 30084
Telephone: (770) 723-7443

Region XV: American Samoa, Commonwealth of the Northern Mariana Islands, Federated States of Micronesia, Guam, Hawaii, Republic of the Marshall Islands, and Republic of Palau

Dr. John W. Kofel, Chief Executive
Pacific Region Educational Laboratory
828 Fort Street Mall
Suite 500
Honolulu, HI 96813
Telephone: (808) 533-6000

Appendix 3

Family and Youth Services Bureau Regional Centers

Empire State Coalition of Youth and Family Services
121 Sixth Avenue
Room 507
New York, NY 10013-1505
Telephone: (212) 966-6477
Fax: (212) 431-9783

Southeastern Network of Youth and Family Services
337 South Milledge Avenue
Suite 209
Athens, GA 30605
Telephone: (706) 354-4568
Fax: (706) 353-0026

Mid-Atlantic Network of Youth and Family Services, Inc.
9400 McKnight Road
Suite 204
Pittsburgh, PA 15237
Telephone: (412) 366-6562
Fax: (412) 366-5407

Southwest Network of Youth Services, Inc.
2525 Wallingwood Drive
Suite 1503
Austin, TX 78746
Telephone: (512) 328-6860
Fax: (512) 328-6863

Mountain Plains Youth Services
221 West Rosser Avenue
Bismarck, ND 58501
Telephone: (701) 255-7229
Fax: (701) 255-3922

Western States Youth Services Network
1309 Ross Street, Suite B
Petaluma, CA 94954
Telephone: (707) 763-2213
Fax: (707) 763-2704

New England Consortium for Families and Youth
25 Stow Road
Boxboro, MA 01719
Telephone: (508) 266-1998
Fax: (508) 266-1999

Youth in Need
516 Jefferson Street
St. Charles, MO 63301
Telephone: (314) 946-0101
Fax: (314) 925-0116

Northwest Network of Runaway and Youth Services
603 Stewart Street
Suite 609
Seattle, WA 98101-1229
Telephone: (206) 628-3760
Fax: (206) 628-3746

Youth Network Council
Illinois Collaboration on Youth
59 East Van Buren Street
Suite 1610
Chicago, IL 60605
Telephone: (312) 427-2710
Fax: (312) 427-3247

Appendix 4

Organizations Concerned With The Prevention of Child Abuse and Neglect: State Contacts

The following organizations can serve as resources for information and materials in the prevention of child abuse and neglect:

- ***Children's Trust and Prevention Funds*** are State-level organizations that support community prevention programs through policy formation, funding innovative programs, public awareness, and education.
- ***"Don't Shake the Baby"*** is a national public awareness campaign, organized in all 50 States, the District of Columbia and Puerto Rico, focused on decreasing the incidence of Shaken Baby Syndrome and thereby decreasing disability and death caused by child maltreatment.
- ***National Committee to Prevent Child Abuse*** is a not-for-profit, volunteer-based organization committed to the prevention of child maltreatment through education, research, public awareness, and advocacy services to community members.
- ***Parents Anonymous*** is a parent self-help program with neighborhood-based support groups throughout the United States and several foreign countries.

For additional information on the prevention of child abuse and neglect, call the State contacts of the organizations included in this resource listing.

CHILDREN'S TRUST AND PREVENTION FUNDS

ALABAMA

Kitty Trent
Alabama CTF
100 North Union Street
Montgomery, AL 36104-3702
(334) 242-5710
(334) 242-5711 (fax)

ALASKA

Nila Rinehart
Alaska CTF
P.O. Box 112100
Juneau, AK 99811
(907) 465-4870
(907) 465-3212 (fax)

ARIZONA

Valerie Roberson
Arizona CTF
P. O. Box 6123, Site Code 940A
Phoenix, AZ 85005
(602) 542-0817
(602) 542-3330 (fax)

ARKANSAS

Sherri McLemore
Arkansas CTF
2915 Kavanaugh, Suite 416
Little Rock, AR 72205
(501) 374-9003
(501) 372-5257 (fax)

CALIFORNIA

Margery Winter
California CTF
744 P Street, Mail Station 19-82
Sacramento, CA 95814
(916) 445-2862
(916) 445-2898 (fax)

COLORADO

Joyce Jennings
Colorado CTF
110 16th Street, 2nd Floor
Denver, CO 80202
(303) 446-8860
(303) 640-5289 (fax)

CONNECTICUT

Carol LaLiberte
Connecticut CTF
505 Hudson Street
Hartford, CT 06106
(203) 550-6473
(203) 566-8022 (fax)

DELAWARE

Richard Donges
Delaware CTF
P.O. Box 2363
Wilmington, DE 19899
(302) 655-7890
(302) 571-1638 (fax)

DISTRICT OF COLUMBIA

June Young Green
District of Columbia CTF
1730 K Street, N.W., Suite 304
Washington, DC 20006
(202) 393-2828
(202) 637-9247 (fax)

FLORIDA

Admiral Henderson
Florida CTF
2811 C Industrial Plaza Drive
Tallahassee, FL 32301
(904) 488-8762
(904) 488-9584 (fax)

GEORGIA

Susan Phillips
Georgia CTF
Two Northside 75, Suite 125
Atlanta, GA 30318
(404) 352-6050
(404) 352-6051 (fax)

HAWAII

Steve Kaneshiro
Hawaii CTF
222 Merchant Street
Honolulu, HI 96813
(808) 537-6333
(808) 521-6286 (fax)

IDAHO

Laura Rappaport
Idaho CTF
P.O. Box 2015
Boise, ID 83701-2015
(208) 343-6567
(208) 343-0580 (fax)

ILLINOIS

Ron Davidson
Illinois CTF
406 East Monroe Street
Station 225
Springfield, IL 62701-1498
(217) 524-2403
(217) 524-3966 (fax)

INDIANA

Phyllis Kikendall
Indiana CTF
402 West Washington Street
Room W364
Indianapolis, IN 46204
(317) 232-7116
(317) 232-4436 (fax)

IOWA

Sommai Ung
Iowa CTF
5th Floor
Hoover State Office Building
Des Moines, IA 50319-0114
(515) 281-5246
(515) 281-4597 (fax)

KANSAS

Gary Brunk
Kansas CTF
700 S.W. Jackson, Suite 902
Topeka, KS 66603-3758
(913) 296-4300
(913) 296-4880 (fax)

KENTUCKY

John W. Patterson
Kentucky CTF
1049 US 127 South Building
Annex #4
Frankfort, KY 40601
(502) 573-5900
(502) 573-8315 (fax)

LOUISIANA

Judy Harrison
Louisiana CTF
P.O. Box 3318
Baton Rouge, LA 70804
(504) 342-2245
(504) 342-2268 (fax)

MAINE

J. Terence Burns, President
Maine CTF
P.O. Box 2850
Augusta, ME 04338
(207) 623-5461

MARYLAND

Dianne Madoni
Maryland CTF
301 West Preston Street
Suite 1502
Baltimore, MD 21201
(410) 225-4160
(410) 333-5248 (fax)

MASSACHUSETTS

Suzin M. Bartley
Massachusetts CTF
10 West Street, 3rd Floor
Boston, MA 02111
(617) 727-8957
(617) 727-8997 (fax)

MICHIGAN

Lorraine White
Michigan CTF
P.O. Box 30037
Lansing, MI 48909
(517) 373-4320
(517) 335-6177 (fax)

MINNESOTA

Maureen Cannon
Minnesota CTF
444 Lafayette Road
Saint Paul, MN 55155-3839
(612) 296-5436
(612) 297-1949 (fax)

MISSISSIPPI

Regan Marler Painter
Mississippi CTF
750 North State Street
Jackson, MS 39202
(601) 359-4479
(601) 359-4363 (fax)

MISSOURI

Sarah Graham
Missouri CTF
P.O. Box 1641
Jefferson City, MO 65102-1641
(314) 751-5147
(314) 751-0254 (fax)

MONTANA

Kirk Astroth
Montana CTF
210 Taylor Hall
Bozeman, MT 59717
(406) 994-3501

NEBRASKA

Mary Jo Pankoke
Nebraska CTF
301 Centennial Mall South
Lincoln, NE 68509-5026
(402) 471-9320
(402) 471-9455 (fax)

NEVADA

Joan Buchanan
Nevada CTF
711 East Fifth Street
Carson City, NV 89710
(702) 687-5761
(702) 687-4733 (fax)

NEW HAMPSHIRE

Fran Belcher
New Hampshire CTF
37 Pleasant Street
Concord, NH 03301-4005
(603) 225-6641
(603) 225-1700 (fax)

NEW JERSEY

Donna Pincavage
New Jersey CTF
222 South Warren Street, CN 700
Trenton, NJ 08625-0700
(609) 633-3992
(609) 984-7380 (fax)

NEW MEXICO

Director
New Mexico CTF
P.O. Box 5160,
PERA Building, Room 226
Santa Fe, NM 87504-2348
(505) 827-8454
(505) 827-8480 (fax)

NEW YORK

Pat Perfetto
New York CTF
40 North Pearl Street
11th Floor
Albany, NY 12243-0001
(518) 474-3963
(518) 474-1842 (fax)

NORTH CAROLINA

Dwight Whitted
North Carolina CTF
301 North Wilmington Street
Raleigh, NC 27601-2825
(919) 715-1637
(919) 715-1897 (fax)

NORTH DAKOTA

Beth Wosick
North Dakota CTF
600 East Boulevard Avenue
Bismarck, ND 58505-0250
(701) 224-2301
(701) 224-2359 (fax)

OHIO

Rhonda Reagh, Ph.D.
Ohio CTF
65 East State Street, Suite 908
Columbus, OH 43266-0423
(614) 466-1822
(614) 466-6185 (fax)

OKLAHOMA

Linda Passmark
Oklahoma CTF
1000 N.E. 10th
Oklahoma City, OK 73152-1299
(405) 271-4477
(405) 271-5493 (fax)

OREGON

Richard Nitti
Oregon CTF
800 N.E. Oregon Street
Suite 640
Salem, OR 97232-2162
(503) 731-4782
(503) 731-4056 (fax)

PENNSYLVANIA

Scott Peters
Pennsylvania CTF
P.O. Box 2675
Harrisburg, PA 17195-2675
(717) 787-7756
(717) 787-0414 (fax)

RHODE ISLAND

Nancy Herrington
Rhode Island CTF
610 Mount Pleasant Avenue
Building 1
Providence, RI 02908
(401) 457-4519
(401) 457-5388 (fax)

SOUTH CAROLINA

David Haven
South Carolina CTF
2711 Middleburg Drive
Suite 307
Columbia, SC 29204
(803) 929-1013
(803) 779-4160 (fax)

SOUTH DAKOTA

Joyce Country
South Dakota CTF
700 Governor's Drive
Pierre, SD 57501-2291
(605) 773-3227
(605) 773-4855 (fax)

TENNESSEE

Dora Hemphill
Tennessee CTF
400 Deaderick Street
Nashville, TN 37248-9500
(615) 741-5947
(615) 741-4165 (fax)

TEXAS

Janie D. Fields
Texas CTF
8929 Shoal Creek Boulevard
Suite 200
Austin, TX 78758-6854
(515) 458-1281
(512) 458-9471 (fax)

UTAH

Stacy Brubaker
Utah CTF
1200 North 200 West,
Second Floor
Salt Lake City, UT 84103
(801) 538-4526
(801) 538-3993 (fax)

VERMONT

Linda Johnson
Vermont CTF
103 South Main Street
Waterbury, VT 05671-0203
(802) 241-2928
(802) 241-2979 (fax)

VIRGINIA

Director
Virginia CTF
730 East Broad Street
Richmond, VA 23219-1849
(804) 692-1259
(804) 692-2215 (fax)

WASHINGTON

Carmen Ray
Washington CTF
318 First Avenue South, #310
Seattle, WA 98104
(206) 464-6151
(206) 464-6642 (fax)

WEST VIRGINIA

Barbara Merrill
West Virginia CTF
Building 1, Room 9
Capitol Complex
Charleston, WV 25305
(304) 558-1955
(304) 558-0596 (fax)

WISCONSIN

Jude Morse
Wisconsin CTF
110 East Main Street
Room 614
Madison, WI 53703
(608) 266-6871
(608) 266-3792 (fax)

WYOMING

Carol Speight
Wyoming CTF
Third Floor
Hathaway Building
Cheyenne, WY 82002-0490
(307) 777-6081
(307) 777-7747 (fax)

“DON'T SHAKE THE BABY” CONTACTS

ALABAMA

Betsy Taff
Alabama Children's Trust Fund
P.O. Box 4251
Montgomery, AL 36103
(334) 242-5710
(334) 242-5711 (fax)

ALASKA

Debra Bruneau
Judy Saha
Rural Community Action Program
P.O. Box 200908
Anchorage, AK 99520
(907) 279-2511
(907) 279-6343 (fax)

ARIZONA

Becky Ruffner, State Coordinator
Arizona Chapter, NCPA
P.O. Box 442
Prescott, AZ 86302
(602) 445-5038
(602) 778-6120 (fax)

ARKANSAS

Sherri McLemore
Arkansas Child Abuse Prevention
2915 Kavanaugh, Suite 379
Little Rock, AR 72205
(501) 374-9003
(501) 372-5257 (fax)

CALIFORNIA

Margery Winter
Office of Child Abuse Prevention
CCDSS
744 P Street, MS 9-100
Sacramento, CA 95814
(916) 445-0456
(916) 445-2898 (fax)

COLORADO

Chris Nevin-Woods, D.O., M.P.H.
Pueblo City-County Health
Department
151 Central Main Street
Pueblo, CO 81003-4297
(719) 544-8376
(719) 583-4524 (fax)

CONNECTICUT

Jane Bourns,
Director of Children's Services
Susanne Santangelo
Wheeler Clinic
91 Northwest Drive
Plainville, CT 06062
(203) 747-6801, ext. 244
(203) 793-3520 (fax)

DELAWARE

Karen Derasmo
Delawareans United to Prevent
Child Abuse
124CD Senatorial Drive
Greenville Place
Wilmington, DE 19807
(302) 654-1102
(302) 655-5761 (fax)

DISTRICT OF COLUMBIA

Dr. Lavdena Orr
Division of Child Protection
Children's National Medical Center
111 Michigan Avenue, N.W.
Washington, DC 20010-2970
(202) 884-4950
(202) 884-6997 (fax)

FLORIDA

Elizabeth Drake,
Executive Director
Florida Chapter, NCPA
1701 S.W. 16th Avenue,
Suite 2189
Gainesville, FL 32608
(904) 334-1330
(904) 334-1348 (fax)

GEORGIA

Carole Steele
Georgia Council on
Child Abuse, Inc.
First Steps Program
1375 Peachtree Street, N.E.,
Suite 200
Atlanta, GA 30309-3111
(404) 870-6565
(404) 870-6541 (fax)

HAWAII

Aileen Deese
PREVENT Child Abuse Hawaii
Hawaii Chapter, NCPA
1575 South Beretania Street,
Suite 202
Honolulu, HI 96826
(808) 951-0200
(808) 941-7004 (fax)

IDAHO

Mardell Nelson
FACTS - Third Floor
Children's Services Bureau
450 West State
Boise, ID 83720
(208) 334-5688
(208) 334-6699 (fax)

ILLINOIS

Robyn Gabel, Executive Director
Illinois Maternal & Child Health
Coalition
3411 West Diversey, Suite 5
Chicago, IL 60647
(312) 384-8828
(312) 384-3904 (fax)

INDIANA

Patti Duwel
Indiana Chapter of NCPA
Jefferson Plaza
One Virginia Avenue, Suite 401
Indianapolis, IN 46204
(317) 634-9282
(317) 634-9295 (fax)

IOWA

John Holtkamp
Iowa Chapter NCPA
3829 71st Street, Suite A
Des Moines, IA 50322
(515) 252-0270
(515) 252-0829 (fax)

KANSAS

Michelle Sinclair Lawrence
(Brenda Sharpe)
Child Abuse Prevention Coalition
6811 West 63rd Street, Suite 210
Overland Park, KS 66202-4080
(913) 831-2272
(913) 831-0273 (fax)

KENTUCKY

Donna Overbee, Program Director
Kentucky Council on Child
Abuse, Inc.
2401 Regency Road, Suite 104
Lexington, KY 40503
(606) 276-1299
1-800-432-9251
(606) 277-1782 (fax)

LOUISIANA

Jacinta (Jay) Settoon
Louisiana Council on Child Abuse
2351 Energy Drive, Suite 1010
Baton Rouge, LA 70808
(504) 925-9520
(504) 926-1319 (fax)

MAINE

Cheryl DiCara
Maternal and Child Health
Statehouse Station #11
Augusta, ME 04333
(207) 287-3311
(207) 287-5355 (fax)

MARYLAND

Adrian Mosley
Johns Hopkins Hospital
Office of Community Health
550 North Broadway, Suite 510
Baltimore, MD 21205
(410) 550-6524
(410) 614-1476 (fax)

MASSACHUSETTS

Jetta Bernier, Executive Director
Massachusetts Committee for
Children and Youth
14 Beacon Street, Suite 706
Boston, MA 02108
(617) 742-8555
(617) 742-7808 (fax)

MICHIGAN

Jan Long
Michigan Children's Trust Fund
P.O. Box 30037
Lansing, MI 48909
(517) 373-4320
(517) 335-6177 (fax)

MINNESOTA

Carolyn Levitt, M.D.
Midwest Children's Resource Center
360 Sherman Street, Suite 200
St. Paul, MN 55102
(612) 220-6750
(612) 220-6770 (fax)

Jane Swenson
Midwest Children's Resource Center
360 Sherman Street, Suite 200
St. Paul, MN 55102
(612) 220-6750
(612) 220-6770 (fax)

MISSISSIPPI

Regan Marler Painter, Director
Mississippi Children's Trust Fund
State Department of Human Services
750 North State Street
Jackson, MS 39202
(601) 359-4479
(601) 359-4978 (fax)

MISSOURI

Nela Beetem, Social Work Consultant
State of Missouri
Department of Health
Bureau of Perinatal and Child Health
1730 East Elm Street
Jefferson City, MO 65102
(314) 751-6215
(314) 526-5348 (fax)

MONTANA

Maryellen Bindel
Cascade County CAP Council, Inc.
2608 Second Avenue, North
Great Falls, MT 59401
(406) 761-1286

NEBRASKA

Terri Segal
Nebraska Department of Social
Services
301 Centennial Mall South
Lincoln, NE 68509
(402) 471-9196
(402) 471-9455 (fax)

NEVADA

Dr. Paula R. Ford, Executive Director
Nevada NCPCA
We Can, Inc.
3441 West Sahara, Suite C-3
Las Vegas, NV 89102
(702) 368-1533
(702) 368-1540 (fax)

NEW HAMPSHIRE

Audrey Knight, MSN, CPNP
Child Health Nurse Consultant
Bureau of Maternal & Child Health
NH Division of Public
Health Services
6 Hazen Drive
Concord, NH 03301
(603) 271-4536
(603) 271-3745 (fax)

NEW JERSEY

Susan White
New Jersey Chapter, NCPCA
35 Halsey Street
Newark, NJ 07012
(201) 643-3710
(201) 643-9222 (fax)

NEW MEXICO

Ellen Novak
Children, Youth & Families
Department
Child Abuse Prevention Unit
300 San Mateo N.E., Suite 602
Albuquerque, NM 87108-1516
(505) 841-2967
(505) 841-2969 (fax)

NEW YORK

Pat Perfetto
William B. Hoyt Memorial Children
and Family Trust Fund
40 North Pearl Street, 11-D
Albany, NY 12243
(518) 474-3963
(518) 474-1842 (fax)

NORTH CAROLINA

Jennifer Tolle, Executive Director
Prevent Child Abuse - NC
3344 Hillsborough Street
Suite 100D
Raleigh, NC 27607
(919) 829-8009
(919) 832-0308 (fax)

NORTH DAKOTA

Sue Heinze
Children's Hospital MeritCare
720 4th Street North
Fargo, ND 58122
(701) 234-5737
(701) 234-6965 (fax)

OHIO

Sharon Enright, Project Director
GRADS
65 South Front Street, Room 909
Columbus, OH 43215-4183
(614) 466-3046
(614) 644-5702 (fax)

Eve Pearl
Council on Child Abuse of
Southern Ohio, Inc.
7374 Reading Road, Suite 105
Cincinnati, OH 45237
(513) 351-8005
(513) 351-0226 (fax)

OKLAHOMA

John Stuemky, MD
Oklahoma Emergency Medical
Services for Children Project
Children's Hospital of Oklahoma
940 Northeast 13th Street
Oklahoma City, OK 73104-5066
(405) 271-3307
(405) 271-8709 (fax)

OREGON

Alice Galloway
Children's Trust Fund
800 N.E. Oregon Street
Portland, OR 97232-2161
(503) 731-4782
(503) 731-4056 (fax)

PENNSYLVANIA

Beth Werkheiser, Executive Director
Child Abuse Prevention Committee of
Central Pennsylvania
100 Foxshire Drive, Suite 110
Lancaster, PA 17601
(717) 560-8847
(717) 560-8847 (fax)

PUERTO RICO

Emma Gonzáles, Executive Director
Ileana Monserrate
ESCAPE P.A.R.E.
Apartado 3256
Carolina, PR 00628-3256
(809) 750-6161
(809) 750-6653 (fax)

RHODE ISLAND

Ted Whiteside, Executive Director
Rhode Island Committee to Prevent
Child Abuse
500 Prospect Street
Pawtucket, RI 02860
(401) 728-7920
(401) 724-5850 (fax)

SOUTH CAROLINA

Sandra Jeter
Division of Children's Health
Department of Health and
Environmental Control
Robert Mills Complex
Box 101106
Columbia, SC 29211
(803) 737-3950
(803) 737-3946 (fax)

SOUTH DAKOTA

Merlin Weyer, Program Specialist
Joyce Country, Program Specialist
Office of Child Protection Services
700 Governor's Drive
Kneip Building
Pierre, SD 57501
(605) 773-3227
(605) 773-6834

TENNESSEE

Dora Hemphill
Tennessee Department of
Human Services
400 Deaderick Street
Nashville, TN 37248
(615) 313-4764
(615) 532-9956 (fax)

TEXAS

Janie Fields, Executive Director
Claire Kriens
Children's Trust Fund of Texas
8929 Shoal Creek Boulevard
Suite 200
Austin, TX 78757-6854
(512) 458-1281
(512) 458-9471 (fax)

UTAH

Marilyn Sandberg
Stacy Iverson
Child Abuse Prevention
Council of Ogden
457 26th Street
Ogden, UT 84401
(801) 399-8012
(801) 399-8016 (fax)

VERMONT

Linda Johnson, Executive Director
Vermont Chapter, NCPCA
141 Main Street
P.O. Box 829
Montpelier, VT 05601
(802) 229-5724
(802) 223-5567 (fax)

VIRGINIA

Diane Bell, Deputy Director
SCAN of Northern Virginia, Inc.
2210 Mount Vernon Avenue
Alexandria, VA 22301
(703) 836-1820
(703) 836-1248 (fax)

WASHINGTON

Carol Mason
Children's Protection Program
Children's Hospital and
Medical Center
4800 Sand Point Way, N.E.
P.O. Box 5371, MS CH-76
Seattle, WA 98105-3071
(206) 526-2194
(206) 526-2246 (fax)

Carmen Ray, Executive Director
WA Council for Prevention of Child
Abuse and Neglect
318 First Avenue, South, Suite 310
Seattle, WA 98104
(206) 464-6151
(206) 464-6642 (fax)

WEST VIRGINIA

Jeanne Matics
Reportable Disease Coordinator
1411 Virginia Street, East
Charleston, WV 25301
(304) 558-7996
(304) 558-2183 (fax)

WISCONSIN

Christine Holmes
Child Protection Center
Outpatient Health Center
1020 North 12th Street
Milwaukee, WI 53233
(414) 277-8980
(414) 277-8969 (fax)

WYOMING

Ed Heimer
Wyoming Department of
Family Services
Hathaway Building
2300 Capitol Avenue
Cheyenne, WY 82002
(307) 777-6789
(307) 777-7747 (fax)

NATIONAL COMMITTEE TO PREVENT CHILD ABUSE

ALABAMA

Naomi Griffith, Executive Director
North Alabama Chapter, NCPA
Parents and Children Together
P.O. Box 119
Decatur, AL 35602
(334) 355-7252

Glenda Trotter, Executive Director
Greater Alabama Chapter, NCPA
Alabama Council on Child Abuse
P.O. Box 230904
2101 Eastern Boulevard, Suite 26
Montgomery, AL 36123-0904
(334) 271-5105

ALASKA

Elizabeth Holmes, Executive Director
South Central Alaska Chapter
NCPA
Anchorage Center for Families
3745 Community Park Loop
Suite 102
Anchorage, AK 99508-3466
(907) 276-4994

Steve Krause, Executive Director
Fairbanks Chapter, NCPA
Resource Center for
Parents and Children
1401 Kellum Street
Fairbanks, AK 99701
(907) 456-2866

ARIZONA

Becky Ruffner, State Coordinator
Arizona Chapter, NCPA
National Committee To Prevent
Child Abuse
P.O. Box 442
Prescott, AZ 86302
(520) 445-5038

CALIFORNIA

Marda Tefertiller, Administrator
California Chapter, NCPA
California Consortium to Prevent
Child Abuse
1600 Sacramento Inn Way, Suite 123
Sacramento, CA 95815
(916) 648-8010

COLORADO

Joyce Cayo, Administrator
Colorado Chapter, NCPA
Colorado Child Protection Council
9502 South Cherry, Suite 312
Denver, CO 80222
(303) 759-2383

CONNECTICUT

Jane Bourns, Director
Connecticut Chapter, NCPA
Connecticut Center for Prevention of
Child Abuse
Director Children's Services
Wheeler Clinic
91 Northwest Drive
Plainville CT, 06062
(800) 747-6801, ext. 244

DELAWARE

Bob Hall, Executive Director
Delaware Chapter, NCPA
Delawareans United to Prevent
Child Abuse
124 CD Senatorial Drive
Greenville Place
Wilmington, DE 19807
(302) 654-1102

DISTRICT OF COLUMBIA

Barbara Lautman, Executive Director
DC Chapter, NCPA
D.C. Hotline, Inc.
P.O. Box 57194
Washington, DC 20037
(202) 223-0020

FLORIDA

Stephanie Meincke,
Executive Director
Florida Chapter, NCPA
Florida Committee for Prevention of
Child Abuse
2728 B Pablo
Tallahassee, FL 32308
(904) 334-1330

GEORGIA

Sandra Wood, Executive Director
Georgia Chapter, NCPA
Georgia Council on Child Abuse, Inc.
1375 Peachtree Street, N.E., Suite 200
Atlanta, GA 30309
(404) 870-6565

HAWAII

Charles Braden, Executive Director
Hawaii Chapter, NCPA
Prevent Child Abuse Hawaii
1575 South Beretania Street,
Suite 201-02
Honolulu, HI 96826
(808) 951-0200

ILLINOIS

Roy Harley, Executive Director
Quad Cities Affiliate, NCPA
Child Abuse Council
525 16th Street
Moline, IL 61265
(309) 764-7017

ILLINOIS (CONT.)

Don Schlosser, Executive Director
Illinois Chapter, NCPA
Prevent Child Abuse, Illinois
528 South 5th Street, Suite 211
Springfield, IL 62701
(217) 522-1129

INDIANA

Peggy Eagan, Executive Director
Indiana Chapter, NCPA
Indiana Chapter for Prevention of
Child Abuse
One Virginia Avenue, Suite 401
Indianapolis, IN 46204
(317) 634-9282

IOWA

John Holtkamp, Executive Director
Iowa Chapter, NCPA
Iowa Committee for Prevention
of Child Abuse
3829 71st Street, Suite A
Des Moines, IA 50322
(515) 252-0270

KANSAS

Robert L. Hartman,
Executive Director
Kansas Chapter, NCPA
Kansas Children's Service League
1365 North Custer Street
P.O. Box 517
Wichita, KS 67201
(316) 942-4261

Melissa Owen, Associate Director
Kansas Chapter, NCPA
Kansas Children's Service League
136 S.N. Custer Street, P.O. Box 517
Wichita, KS 67201
(316) 942-4261

KENTUCKY

Jill Seyfred, Executive Director
Kentucky Chapter, NCPA
Kentucky Council on
Child Abuse, Inc.
2401 Regency Road., Suite 104
Lexington, KY 40503
(606) 276-1299 or 1399

LOUISIANA

Jay Settoon, Interim Director
Louisiana Chapter, NCPA
Louisiana Council on
Child Abuse, Inc.
2351 Energy Drive, Suite 1010
Baton Rouge, LA 70808
(504) 925-9520

MAINE

Lucky Hollander, Executive Director
Greater Maine Chapter, NCPA
Maine Association of CAN Councils
P.O. Box 912
Portland, ME 04104
(207) 874-1120

Susan Savell
Greater Maine Chapter, NCPA
ME Association of CAN Councils
P.O. Box 284
Cape Elizabeth, ME 04107
(207) 767-0995

Tony Scucci, Executive Director
Franklin County Maine Chapter
NCPA
Franklin County Children's
Task Force
69 North Main Street
Farmington, ME 04938
(207) 778-6960

Marilyn Staples, Executive Director
York County Chapter, NCPA
York County Child Abuse &
Neglect Council, Inc.
0 Dental Avenue, P.O. Box 568
Biddeford, ME 04005
(207) 284-1337

MARYLAND

Gloria Goldfaden, Executive Director
Maryland Chapter, NCPA
People Against Child Abuse, Inc.
125 Cathedral Street
Annapolis, MD 21401
(410) 269-7816

MASSACHUSETTS

Jetta Bernier, Executive Director
Massachusetts Chapter, NCPA
Massachusetts Committee for
Children and Youth
14 Beacon Street, #706
Boston, MA 02108
(617) 742-8555

MINNESOTA

Stefani DeVito, Acting Director
Minnesota Chapter, NCPA
Minnesota Committee for Prevention
of Child Abuse
1934 University Avenue, West
St. Paul, MN 55104-3426
(612) 641-1568

MISSOURI

Lucia Erickson-Kincheloe,
Executive Director
Missouri Chapter, NCPA
Missouri Committee to Prevent
Child Abuse
308 East High Street
Jefferson City, MO 65101
(314) 634-5223

MISSISSIPPI

Donna McLaurin, Executive Director
Mississippi Chapter, NCPA
Exchange Club Parent/Child Center
2906 North State, Suite 200
Jackson, MS 39216
(601) 366-0025

MONTANA

Executive Director
Montana Chapter, NCPA
Montana Council for Families
127 East Main, Suite 209
Missoula, MT 59807
(406) 728-9449

NEVADA

Dr. Paula Ford, Executive Director
Nevada Chapter, NCPA
WE CAN, Inc.
3441 West Sahara, Suite C-3
Las Vegas, NV 89102
(702) 368-1533

NEW HAMPSHIRE

Paula Alderette, Executive Director
New Hampshire Chapter, NCPA
New Hampshire Task Force to
Prevent Child Abuse
P.O. Box 607
Concord, NH 03302
(603) 225-5441

NEW JERSEY

Sharon Copeland, Executive Director
New Jersey Chapter, NCPA
New Jersey Committee for Prevention
of Child Abuse
35 Halsey, Suite 300
Newark, NJ 07102
(201) 643-3710

NEW MEXICO

Karen Rowell, Executive Director
New Mexico Chapter, NCPA
Santa Fe Council to Prevent
Child Abuse
P.O. Box 15082
Santa Fe, NM 87506
(505) 471-6909

NEW YORK

James Cameron, Executive Director
New York Chapter, NCPA
New York Committee to Prevent
Child Abuse
134 South Swan Street
Albany, NY 12210
(518) 445-1273

NORTH CAROLINA

Jennifer Tolle, Executive Director
North Carolina Chapter, NCPA
Prevent Child Abuse, North Carolina
3344 Hillsborough Street, Suite 100D
Raleigh, NC 27607
(919) 829-8009

NORTH DAKOTA

Kathy Mayer, Executive Director
North Dakota Chapter, NCPA
600 South Second Street, Suite 3
Bismarck, ND 58504
(701) 223-9052

OHIO

Debbie Sendek, Director
Ohio Chapter, NCPA
Center for Child Abuse Prevention
4CHPB
700 Children's Drive
Columbus, OH 43205
(614) 722-6800

OKLAHOMA

Debbie Richardson
Executive Director
Oklahoma Chapter, NCPA
Oklahoma Committee to Prevent
Child Abuse
Citizen's Tower
2200 Classen Boulevard, Suite 340
Oklahoma City, OK 73106
(405) 525-0688

PENNSYLVANIA

Mark Allen, Executive Director
Greater Philadelphia Chapter, NCPA
Child Abuse Prevention Committee of
Greater PA
117 South 17th Street, #707
Philadelphia, PA 19103
(215) 864-1080

Elizabeth Werkheiser
Executive Director
Central Pennsylvania Chapter
The Child Abuse Prevention
Committee of Central Pennsylvania
P.O. Box 7664
Lancaster, PA 17604
(717) 560-8847

RHODE ISLAND

Ted Whiteside, Executive Director
Rhode Island Chapter, NCPA
Rhode Island Committee to Prevent
Child Abuse
500 Prospect Street
Pawtucket, RI 02860
(410) 728-7920

SOUTH CAROLINA

Janice Bolin, Executive Director
Low Country SC Chapter, NCPA
Exchange Club Center for Prevention
of Child Abuse
5055 Lackawanna Boulevard
North Charleston, SC 29406-4522
(803) 747-1339

SOUTH CAROLINA (CONT.)

Bebe James, Interim Director
Midlands Chapter, NCPA
Council on Child Abuse and Neglect
1800 Main Street, Suite 3A
Columbia, SC 29201
(803) 733-5430

Russell Smith, Executive Director
Piedmont Chapter, NCPA
Piedmont Council for Prevention of
Child Abuse
301 University Ridge, Suite 5100
Greenville, SC 29601-3671
(864) 467-3590

TENNESSEE

Lynne Luther, Executive Director
Tennessee Chapter, NCPA
Child Abuse Prevention of Tennessee
3010 Ambrose Avenue
Nashville, TN 37207
(615) 227-2273

TEXAS

Wendell Teltow, Executive Director
Texas Chapter, NCPA
Texas Coalition to Prevent
Child Abuse
12701 Research, #303
Austin, TX 78759
(512) 250-8438

UTAH

L. Scotti Davis, Executive Director
Utah Chapter, NCPA
Utah Committee to Prevent
Child Abuse
40 East South Temple, #350-12
Salt Lake City, UT 84111-1003
(801) 532-3404

VERMONT

Linda Johnson, Executive Director
Vermont Chapter, NCPA
Prevent Child Abuse Vermont
141 Main Street, P.O. Box 829
Montpelier, VT 05601
(802) 229-5724

VIRGINIA

Barbara Rawn, Executive Director
Virginia Chapter, NCPA
Prevent Child Abuse, Virginia
219 East Broad Street, 10th Floor
Richmond, VA 23219
(804) 775-1777

WASHINGTON

Pamela Purvis, Executive Director
Washington Chapter, NCPA
Child Abuse Prevention Association
of Washington
1315 Browne Avenue
Yakima, WA 98902-3005
(509) 454-0986

WEST VIRGINIA

Lauri McKeown, Coordinator
West Virginia Contact, NCPA
Team for West Virginia Children
P.O. Box 1653
Huntington, WV 25717
(304) 523-9587

WISCONSIN

Sally Casper, Executive Director
Wisconsin Chapter, NCPA
Wisconsin Committee to Prevent
Child Abuse
214 North Hamilton
Madison, WI 53703
(608) 256-3374

WYOMING

Jaye Roseborough, Executive Director
Wyoming Chapter, NCPA
Laramie County Council for
Prevention
1120 Logan Avenue
Cheyenne, WY 82001
(307) 637-8622

PARENTS ANONYMOUS, INC.

ALABAMA

Alabama Council on Child Abuse
2101 Eastern Boulevard, Suite 26
Montgomery, AL 36117
334/271-5105
334/271-4349 (fax), call first

ARIZONA

Parents Anonymous of Arizona
2701 N. 16th Street, #316
Phoenix, AZ 85006
602/248-0428
602/248-0496 (fax)
Family Lifeline 800/352-0528

ARKANSAS

SCAN Volunteer Services
1400 W. Markham
Little Rock, AR 72201
501/372-7226
501/375-7329 (fax)
Parents Anonymous 501/375-7321

CALIFORNIA

Parents Anonymous, Inc
675 W. Foothill Boulevard, Suite 220
Claremont, CA 91711
909/621-6184
909/625-6304 (fax)

COLORADO

Pikes Peak Family Connections, Inc.
301 S. Union Boulevard
Colorado Springs, CO 80910
719/578-3210
719/578-3192 (fax)
Pikes Peak Family Connection
719/578-3200 or 719/495-4126

Families First
2760-R So. Havana Street
P.O. Box 14190
Aurora, CO 80014
303/745-0327
303/745-0115 (fax)
Parent Support Line 303/695-7996

CONNECTICUT

Children's Clinical Services/
Wheeler Clinic
91 Northwest Drive
Plainville, CT 06062
203/747-6801
203/793-3520 (fax)
Parents Anonymous 800/841-4314

DELAWARE

Delawareans United to Prevent
Child Abuse
124 CD Senatorial Drive
Wilmington, DE 19807
302/654-1102
302/655-5761 (fax)
PATH 302/654-1102; 302/674-1112;
302/856-1737

FLORIDA

Parent Network of Florida
2728 Pablo Avenue, Suite B
Tallahassee, FL 32308
904/488-5437
904/921-0322 (fax)
Parent Helpline 800/352-5683

GEORGIA

Georgia Council on Child Abuse
1375 Peachtree Street NE. #200
Atlanta, GA 30309
404/870-6565
404/870-6541 (fax)
Helpline 800/532-3208

HAWAII

PARENTS
45-955 Kamehameha Highway,
Suite 307
Kanoche, HI 96744
808/235-0255
808/247-0447 (fax)

ILLINOIS

Children's Home and Aid Society
of Illinois
125 South Wacker Drive, 14th Floor
Chicago, IL. 60606
312/424-6822
312/424-6800 (fax)
PA Illinois 815/968-0944;
618/462-2714;
217/559-8815; 708/837-0445;
312/649-4879

IOWA

Des Moines Child & Adolescent
Guidance Center
1206 Pleasant Street
Des Moines, IA 50309
515/244-2267
515/244-1922 (fax)
1st Call for Help 515/246-6555

KENTUCKY

Kentucky Council on Child Abuse
2401 Regency Road, Suite 104
Lexington, KY 40503
606/276-1299/1399
606/277-1782 (fax)
Parent Helpline 800/432-9251

LOUISIANA

Louisiana Council on Child Abuse
2351 Energy Drive, Suite 1010
Baton Rouge, LA 70808
504/925-9520; 800/348-KIDS
504/926-1319 (fax)

MAINE

Parents Anonymous of Maine
P.O. Box 284
Cape Elizabeth, ME 04107
207/767-5506
207/767-0995 (fax)
Parent Talk Line 800/298-2515

MARYLAND

Parents Anonymous of Maryland
733 West 40th Street, Suite 20
Baltimore, MD 21211
410/889-2300
410/889-2487 (fax)
Parent Stressline 410/243-7337

MASSACHUSETTS

Parent Anonymous of Massachusetts
140 Clarendon Street
Boston, MA 02116
617/267-8077
617/351-7615 (fax), call first
PA 800/882-1250

MICHIGAN

Family & Children's Services
1608 Lake Street
Kalamazoo, MI 49001
616/344-0202
616/344-0285 (fax)

MINNESOTA

Parents Anonymous of Minnesota
1061 Rice Street
Street Paul, MN 55117
612/487-2111
612/487-6383 (fax)
PA 612/487-2111; 507/377-7665;
218/736-5617

MISSOURI

Parents Anonymous of Missouri
10918 Elm Avenue
Kansas City, MO 64134
816/765-6600
816/767-4101 (fax)
Parent Helpline 800/844-0192

MONTANA

Montana Council for Families
P.O. Box 7533
Missoula, MT 59807
406/728-9449
406/728-9459 (fax)
PA 406/728-5437; 406/563-7983;
406/252-9799; 406/587-3840

NEBRASKA

Parents Anonymous of Central
Nebraska
P.O. Box 1312
Grand Island, NE 68802
308/382-9117
Parent Stressline 308/389-0044

NEVADA

WE CAN
3441 W. Sahara, C-3
Las Vegas, NV 89102
702/368-1533
702/368-1540 (fax)

NEW HAMPSHIRE

New Hampshire Task Force to
Prevent Child Abuse
P.O. Box 607
Concord, NH 03302
603/225-5441
603/228-5322 (fax)
PA Line 800/750-4494

NEW JERSEY

Parents Anonymous of
New Jersey, Inc.
12 Roszel Rd., Suite A-103
Princeton, NJ 08540
609/243-9779
609/243-0169 (fax)
Family Helpline 800/THE-KIDS

NEW MEXICO

All Faiths Receiving Home
P.O. Box 6573
Albuquerque, NM 87197
505/266-3506
505/262-2877 (fax)

Family Center of Lea County
P.O. Box 1652
Hobbs, NM 88240
505/393-1776

NEW YORK

Parents Anonymous of the
Mohawk Valley
811 Court, Suite 217
Utica, NY 13502
315/732-5000

YWCA

44 Washington Avenue
Schenectady, NY 12305
518/374-3394
518/374-3385 (fax)

NORTH DAKOTA

North Dakota Children's Trust Fund
600 E. Boulevard
Bismark, ND 58505
701/328-2301
701/328-2359 (fax)

OHIO

Catholic Social Services
197 E. Gay Street
Columbus, OH 43125
614/263-8002; 614/263-6198
614/447-9192 (fax)
Parent Connection Line
614/447-9400

OREGON

Waverly Children's Home
3550 S.E. Woodward
Portland, OR 97202
503/238-8819
503/233-0187 (fax)

PENNSYLVANIA

Parent Helpline 800/345-5044
Parents Anonymous of Pennsylvania
2001 North Front Street, #314
Harrisburg, PA 17102
717/238-0937
717/238-4315 (fax)
PA 800/448-4906

SOUTH CAROLINA

Parents Anonymous of South Carolina
5055 Lackawanna Boulevard
N. Charleston, SC 29405-4522
803/889-3707 (fax)
Helpline 800/326-8621

TEXAS

Parents Anonymous of Texas
7801 N. Lamar, Suite F-12
Austin, TX 78752
512/459-5490
512/459-3058 (fax)
Texas Heartline 800/554-2323

VERMONT

Prevent Child Abuse-Vermont
P.O. Box 829
Montpelier, VT 05601
802/229-5724
802/223-5567 (fax)
Parent Stressline 800/639-4010

Prevent Child Abuse-Virginia
P.O. Box 12308
Richmond, VA 23241
804/775-1777
804/775-0019 (fax)
Warmline 800/257-8227

WASHINGTON

Parents Anonymous of Washington
1305 4th Avenue, Suite 310
Seattle, WA 98101
206/233-0156
206/233-0604 (fax)
Family Helpline 800/932-HOPE

WEST VIRGINIA

Team for West Virginia Children
824 Fifth Avenue, Suite 208
Huntington, WV 25717
304/523-9587
304/523-9595 (fax)

WISCONSIN

Committee for Prevention of Child
Abuse and Neglect
214 N. Hamilton Street
Madison, WI 53703
608/256-3374
608/256-3378 (fax); call first

WISCONSIN (CONT.)

Parents Anonymous of Milwaukee
1717 S. Twelfth Street
Milwaukee, WI 53204
414/671-5575
414/671-1516 (fax)
Parent Stressline 414/671-0566

WYOMING

Laramie City Council for the
Prevention of Child Abuse
1603 Capitol Avenue, Suite #309
Cheyenne, WY 82001-4561
307/637-8622

Organizations with Additional Information on Child Abuse Prevention

Media packets for Child Abuse Prevention Month are available for \$5.00 from:

National Committee to Prevent Child Abuse
332 South Michigan Avenue
Suite 1600
Chicago, IL 60604-4357
(312) 663-3520

For additional information on Child Abuse Prevention Month or general information on the prevention of child maltreatment, contact:

National Clearinghouse on Child Abuse and Neglect Information
P.O. Box 1182
Washington, DC 20013-1182
(800) FYI-3366
(703) 385-3206 (fax)
nccanch@calib.com (email)

Appendix 5

FBI Field Offices

Alabama

Federal Bureau of Investigation
2121 Building
Room 1400
Birmingham, AL 35203
Telephone: (205) 252-7705

Federal Bureau of Investigation
St. Louis Centre
1 St. Louis Street
Mobile, AL 36602
Telephone: (334) 438-3674

Alaska

Federal Bureau of Investigation
101 East Sixth Avenue
Anchorage, AK 99501
Telephone: (907) 276-4441

Arizona

Federal Bureau of Investigation
201 East Indianola
Suite 400
Phoenix, AZ 85012
Telephone: (602) 279-5511

Arkansas

Federal Bureau of Investigation
10825 Financial Centre Parkway
Suite 200
Little Rock, AR 72211
Telephone: (501) 221-9100

California

Federal Bureau of Investigation
Federal Office Building
11000 Wilshire Boulevard
Los Angeles, CA 90024
Telephone: (310) 477-6565

Federal Bureau of Investigation
2800 Cottage Way
Suite E1606
Sacramento, CA 95825
Telephone: (916) 481-9110

Federal Bureau of Investigation
9797 Aero Drive
San Diego, CA 92123-1800
Telephone: (619) 565-1255

Federal Bureau of Investigation
450 Golden Gate Avenue
San Francisco, CA 94102
Telephone: (415) 553-7400

Colorado

Federal Bureau of Investigation
Federal Office Building
1961 Stout Street
Suite 1823
Denver, CO 80294
Telephone: (303) 629-7171

Connecticut

Federal Bureau of Investigation
Federal Office Building
150 Court Street
New Haven, CT 06510
Telephone: (203) 777-6311

Delaware

All queries should be directed to the FBI field office in Baltimore, Maryland.

Florida

Federal Bureau of Investigation
7820 Arlington Expressway
Suite 200
Jacksonville, FL 32211
Telephone: (904) 721-1211

Federal Bureau of Investigation
16320 Northwest Second Avenue
North Miami Beach, FL 33169
Telephone: (305) 944-9101

Federal Bureau of Investigation
500 Zack Street
Room 610
Tampa, FL 33602
Telephone: (813) 273-4566

Georgia

Federal Bureau of Investigation
2635 Century Parkway, Northeast
Suite 400
Atlanta, GA 30345
Telephone: (404) 679-9000

Hawaii

Federal Bureau of Investigation
300 Ala Moana Boulevard
Room 4307
Honolulu, HI 96850
Telephone: (808) 521-1411

Idaho

All queries should be directed to the FBI field office in Salt Lake City, Utah.

Illinois

Federal Bureau of Investigation
E.M. Dirksen Federal Office Building
219 South Dearborn Street
Room 905
Chicago, IL 60604
Telephone: (312) 431-1333

Federal Bureau of Investigation
400 West Monroe Street
Suite 400
Springfield, IL 62704
Telephone: (217) 522-9675

Indiana

Federal Bureau of Investigation
575 North Pennsylvania Street
Room 679
Indianapolis, IN 46204
Telephone: (317) 639-3301

Iowa

All queries should be directed to the FBI field office in Springfield, Illinois.

Kansas

All queries should be directed to the FBI field office in Kansas City, Missouri.

Kentucky

Federal Bureau of Investigation
600 Martin Luther King Place
Room 500
Louisville, KY 40202
Telephone: (502) 583-3941

Louisiana

Federal Bureau of Investigation
1250 Poydras Street
Suite 2200
New Orleans, LA 70113
Telephone: (504) 522-4671

Maine

All queries should be directed to the FBI field office in Boston, Massachusetts.

Maryland

Federal Bureau of Investigation
7142 Ambassador Road
Baltimore, MD 21244
Telephone: (410) 265-8080

Massachusetts

Federal Bureau of Investigation
One Center Plaza
Suite 600
Boston, MA 02108
Telephone: (617) 742-5533

Michigan

Federal Bureau of Investigation
Federal Office Building
477 Michigan Avenue
Detroit, MI 48226
Telephone: (313) 965-2323

Minnesota

Federal Bureau of Investigation
111 Washington Avenue, South
Suite 1100
Minneapolis, MN 55401
Telephone: (612) 376-3200

Mississippi

Federal Bureau of Investigation
100 West Capitol Street
Room 1553
Jackson, MS 39269
Telephone: (601) 948-5000

Missouri

Federal Bureau of Investigation
U.S. Courthouse
Room 300
Kansas City, MO 64106
Telephone: (816) 221-6100

Federal Bureau of Investigation
1520 Market Street
Room 2704
St. Louis, MO 63103
Telephone: (314) 589-2500

Montana

All queries should be directed to the FBI field office in Denver, Colorado.

Nebraska

Federal Bureau of Investigation
10755 Burt Street
Omaha, NE 68114
Telephone: (402) 493-8688

Nevada

Federal Bureau of Investigation
700 East Charleston Boulevard
Las Vegas, NV 89104
Telephone: (702) 385-1281

New Hampshire

All queries should be directed to the FBI field office in Boston, Massachusetts.

New Jersey

Federal Bureau of Investigation
Gateway 1
Market Street
Newark, NJ 07102
Telephone: (201) 622-5613

New Mexico

Federal Bureau of Investigation
415 Silver Street, Southwest
Suite 300
Albuquerque, NM 87102
Telephone: (505) 224-2000

New York

Federal Bureau of Investigation
445 Broadway
Fifth Floor
Albany, NY 12207
Telephone: (518) 465-7551

Federal Bureau of Investigation
One FBI Plaza
Buffalo, NY 14202-2698
Telephone: (716) 856-7800

Federal Bureau of Investigation
26 Federal Plaza
New York, NY 10278
Telephone: (212) 384-1000

North Carolina

Federal Bureau of Investigation
400 South Tyron Street
Suite 900
Charlotte, NC 28285
Telephone: (704) 377-9200

North Dakota

All queries should be directed to the FBI field office in Omaha, Nebraska.

Ohio

Federal Bureau of Investigation
550 Main Street
Room 9023
Cincinnati, OH 45202
Telephone: (513) 421-4310

Federal Bureau of Investigation
Federal Office Building
1240 East Ninth Street
Room 3005
Cleveland, OH 44199
Telephone: (216) 522-1400

Oklahoma

Federal Bureau of Investigation
50 Penn Place
Suite 1600
Oklahoma City, OK 73118
Telephone: (405) 842-7471

Oregon

Federal Bureau of Investigation
Crown Plaza
1500 Southwest First Avenue
Portland, OR 97201
Telephone: (503) 224-4181

Pennsylvania

Federal Bureau of Investigation
600 Arch Street
Eighth Floor
Philadelphia, PA 19106
Telephone: (215) 629-0800

Federal Bureau of Investigation
U.S. Post Office Building
700 Grant Street
Suite 300
Pittsburgh, PA 15219
Telephone: (412) 471-2000

Rhode Island

All queries should be directed to the FBI field office in Boston, Massachusetts.

South Carolina

Federal Bureau of Investigation
Room 1357
1835 Assembly Street
Columbia, SC 29201
Telephone: (803) 254-3011

South Dakota

All queries should be directed to the FBI field office in Omaha, Nebraska.

Tennessee

Federal Bureau of Investigation
710 Locust Street
Sixth Floor
Knoxville, TN 37901
Telephone: (423) 544-0751

Federal Bureau of Investigation
225 North Humphreys Boulevard
Memphis, TN 38120-2107
Telephone: (901) 747-4300

Texas

Federal Bureau of Investigation
1801 North Lamar
Room 300
Dallas, TX 75202
Telephone: (214) 720-2200

Federal Bureau of Investigation
700 East San Antonio Avenue
Suite C-600
El Paso, TX 79901
Telephone: (915) 533-7451

Federal Bureau of Investigation
2500 East TC Jester
Room 200
Houston, TX 77008
Telephone: (713) 868-2266

Federal Bureau of Investigation
615 East Houston Street
Room 200
San Antonio, TX 78205
Telephone: (210) 225-6741

Utah

Federal Bureau of Investigation
Suite 1200
257 East 200 Street, South
Salt Lake City, UT 84111
Telephone: (801) 579-1400

Vermont

All queries should be directed to the FBI field office in Albany, New York.

Virginia

Federal Bureau of Investigation
150 Corporate Boulevard
Norfolk, VA 23502
Telephone: (804) 455-0100

Federal Bureau of Investigation
111 Greencourt Road
Richmond, VA 23228
Telephone: (804) 261-1044

Washington

Federal Bureau of Investigation
915 Second Avenue
Room 710
Seattle, WA 98174
Telephone: (206) 622-0460

Washington, D.C.

Federal Bureau of Investigation
Washington Metropolitan Field Office
1900 Half Street SW.
Washington, DC 20535-0001
Telephone: (202) 252-7801

West Virginia

All queries should be directed to the FBI field
office in Pittsburgh, Pennsylvania.

Wisconsin

Federal Bureau of Investigation
330 East Kilbourn Avenue
Suite 600
Milwaukee, WI 53202
Telephone: (414) 276-4684

Wyoming

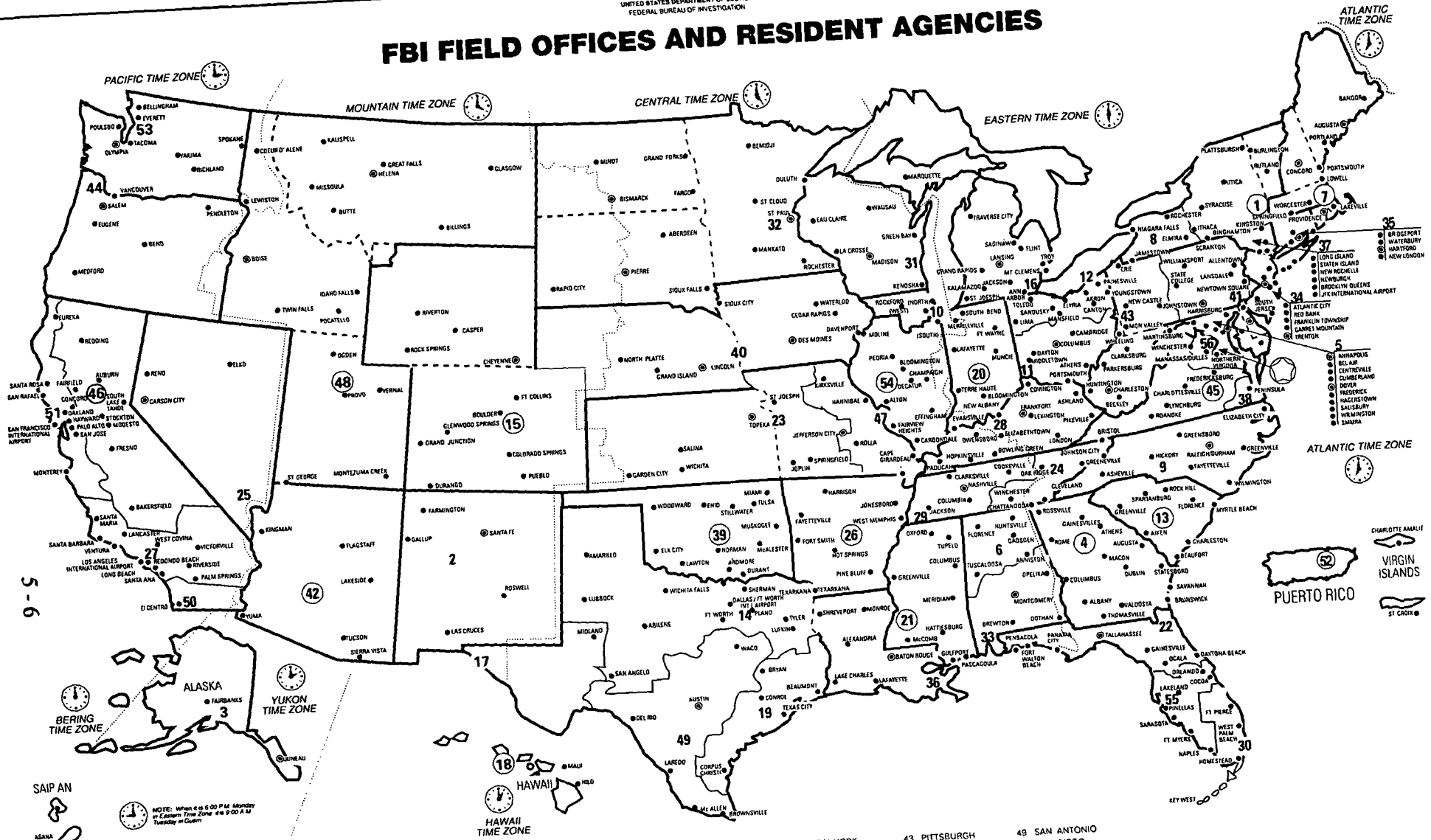
All queries should be directed to the FBI field
office in Denver, Colorado.

Puerto Rico

Federal Bureau of Investigation
U.S. Courthouse and Federal Office Building
Hato Rey
Room 526
San Juan, PR 00918
Telephone: (809) 754-6000

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

FBI FIELD OFFICES AND RESIDENT AGENCIES



FIELD OFFICES

- 1 ALBANY
- 2 ALBUQUERQUE
- 3 ANCHORAGE
- 4 ATLANTA
- 5 BALTIMORE
- 6 BIRMINGHAM
- 7 BOSTON
- 8 BUFFALO
- 9 CHARLOTTE
- 10 CHICAGO
- 11 CINCINNATI
- 12 CLEVELAND

- 13 COLUMBIA
- 14 DALLAS
- 15 DENVER
- 16 DETROIT
- 17 EL PASO
- 18 HONOLULU

- 19 HOUSTON
- 20 INDIANAPOLIS
- 21 JACKSON
- 22 JACKSONVILLE
- 23 KANSAS CITY
- 24 KNOXVILLE

- 25 LAS VEGAS
- 26 LITTLE ROCK
- 27 LOS ANGELES
- 28 LOUISVILLE
- 29 MEMPHIS
- 30 MIAMI

- 31 MILWAUKEE
- 32 MINNEAPOLIS
- 33 MOBILE
- 34 NEWARK
- 35 NEW HAVEN
- 36 NEW ORLEANS

- 37 NEW YORK
- 38 NORFOLK
- 39 OKLAHOMA CITY
- 40 OMAHA
- 41 PHILADELPHIA
- 42 PHOENIX

- 43 PITTSBURGH
- 44 PORTLAND
- 45 RICHMOND
- 46 SACRAMENTO
- 47 ST. LOUIS
- 48 SALT LAKE CITY

- 49 SAN ANTONIO
- 50 SAN DIEGO
- 51 SAN FRANCISCO
- 52 SAN JUAN
- 53 SEATTLE
- 54 SPRINGFIELD

- 55 TAMPA
- 56 WASHINGTON, D.C.

APRIL 1995

Appendix 6

Crime Victims Compensation State Agencies and Programs

Victim Compensation Programs

Alabama

Miriam Shehane
Chairperson
Crime Victims Compensation Commission
645 South McDonough Street
P.O. Box 1548
Montgomery, AL 36102-1548
Telephone: (334) 242-4007

Alaska

Nola K. Capp
Administrator
Department of Public Safety
Violent Crimes Compensation Board
P.O. Box 111200
Juneau, AK 99811-1200
Telephone: (907) 465-3040

Arizona

Rita J. Yorke
Victim Services Coordinator
Criminal Justice Commission
1501 West Washington
Suite 207
Phoenix, AZ 85007
Telephone: (602) 542-1928

Arkansas

Ginger Bankston Bailey
Director
Crime Victims Reparations Board
323 Center Street
Suite 200
Little Rock, AR 72201
Telephone: (501) 682-1323

Victim Assistance Programs

Alabama

Gilbert (Doug) Miller
Section Chief
Department of Economic and Community Affairs
Law Enforcement Planning Division
401 Adams Avenue
P.O. Box 5690
Montgomery, AL 36103-5690
Telephone: (334) 242-5891

Alaska

Jayne E. Andreen
Executive Director
Department of Public Safety
Council on Domestic Violence and Sexual Assault
P.O. Box 111200
Juneau, AK 88911-1200
Telephone: (907) 465-4356

Arizona

Leigh McKinney
Grant Coordinator
Department of Public Safety
2010 West Encanto Boulevard
Phoenix, AZ 85005-6638
Telephone: (602) 223-2480

Arkansas

Wanda Cockrell
Victim-Witness Coordinator
Prosecutor Coordinator's Office
323 Center Street
Suite 750
Little Rock, AR 72201
Telephone: (501) 682-3671

Victim Compensation Programs

California

Ted Boughton
Interim Executive Officer
State of California
State Board of Control
630 K Street
Suite 500
Sacramento, CA 95814
Telephone: (916) 323-3432

Colorado

Bob Bush
Criminal Justice Specialist
Division of Criminal Justice
Department of Public Safety
700 Kipling Street
Suite 1000
Denver, CO 80215
Telephone: (303) 239-4442

Connecticut

Carole R. Watkins
Director
Office of Victim Services
Connecticut Judicial Branch
75 Elm Street
Hartford, CT 06106
Telephone: (860) 529-3089

Delaware

Ann L. DelNegro
Executive Director
Violent Crimes Compensation Board
1500 East Newport Pike
Suite 10
Wilmington, DE 19804
Telephone: (302) 995-8383

District of Columbia

Royal B. Mason
Director
Department of Human Services
Crime Victim Assistance Center
Randall School Building
First and I Streets SW.
Room 116
Washington, DC 20024
Telephone: (202) 842-8467

Victim Assistance Programs

California

Cheryl Mouras Ashby
Chief
Violence Against Children Branch
1130 K Street
Suite 300
Sacramento, CA 95814
Telephone: (916) 323-7446

Colorado

Carol C. Poole
Program Administrator
Division of Criminal Justice
Department of Public Safety
700 Kipling Street
Suite 1000
Denver, CO 80215
Telephone: (303) 239-4442

Connecticut

Carole R. Watkins
Director
Office of Victim Services
Connecticut Judicial Branch
75 Elm Street
Hartford, CT 06106
Telephone: (860) 529-3089

Delaware

Corrine Hill
Program Manager
Criminal Justice Council
Carvel State Office Building
820 North French
Fourth Floor
Wilmington, DE 19801
Telephone: (302) 577-3697

District of Columbia

Royal B. Mason
Director
Department of Human Services
Crime Victim Assistance Center
Randall School Building
First and I Street SW.
Room 116
Washington, DC 20002
Telephone: (202) 729-6002

Victims Compensation Programs

Florida

Wanda Jackson
Chief
Division of Victim Services and Criminal Justice
Programs
Office of the Attorney General
Department of Legal Affairs
The Capitol
Tallahassee, FL 32399-1050
Telephone: (904) 488-0848

Georgia

Derek L. Marchman
Program Manager
Crime Victim Compensation Program
503 Oak Place
Suite 540
Atlanta, GA 30349
Telephone: (404) 559-4949

Hawaii

Laraine Koga
Administrator
Office of the Attorney General
425 Queen Street
Room 221
Honolulu, HI 96813
Telephone: (808) 586-1282

Idaho

Bette Carlson
Deputy Director
Crime Victims Compensation Program
c/o Idaho Industrial Commission
P.O. Box 83720
Boise, ID 83720-0041
Telephone: (208) 334-6000

Illinois

Katherine Parker
Program Manager
Illinois Court of Claims
630 South College Street
Springfield, IL 62756
Telephone: (217) 524-5967

Victim Assistance Programs

Florida

Marcie Davis
Chief
Division of Victim Services and Criminal Justice
Programs
Office of the Attorney General
Department of Legal Affairs
The Capitol
Tallahassee, FL 32399-1050
Telephone: (904) 488-0848

Georgia

John Cook
Grant Manager
Criminal Justice Coordinating Council
503 Oak Place
Suite 540
Atlanta, GA 30349
Telephone: (404) 559-4949

Hawaii

Adrian Kwock
Planning Specialist
Office of the Attorney General
425 Queen Street
Room 221
Honolulu, HI 96813
Telephone: (808) 586-1282

Idaho

Celia V. Heady
Executive Director
Department of Health and Welfare
Council on Domestic Violence
450 West State Street
Ninth Floor
Boise, ID 83720-0036
Telephone: (208) 334-0666

Illinois

Candice M. Kane
Program Supervisor
Criminal Justice Information Authority
120 South Riverside Plaza
10th Floor
Chicago, IL 60606
Telephone: (312) 793-8550

Victims Compensation Programs

Indiana

Gwendolyn Allen
Program Director
Violent Crime Compensation Fund
Criminal Justice Institute
302 West Washington Street, E209
Indianapolis, IN 46204
Telephone: (312) 233-3383

Iowa

Kelly Brodie
Deputy Director
Department of Justice
Crime Victim Assistance Program
Old Historical Building
1125 East Grand Avenue
Des Moines, IA 50319-0238
Telephone: (515) 281-5044

Kansas

Juliene A. Maska
Director
Office of the Attorney General
301 SW. 10th Avenue
Topeka, KS 66612-1597
Telephone: (913) 296-2215

Kentucky

Jackie Howell
Crime Victim Compensation Board
115 Myrtle Avenue
Frankfort, KY 40601-3113
Telephone: (502) 564-7986

Louisiana

Rosanna M. Hollingsworth
Program Manager
Louisiana Commission on Law Enforcement
1885 Wooddale Boulevard
Suite 708
Baton Rouge, LA 70806-1442
Telephone: (504) 925-1997

Victim Assistance Programs

Indiana

Kimberly Ingram Howell
Program Director
Criminal Justice Institute
302 West Washington Street, E209
Indianapolis, IN 46204
Telephone: (317) 232-1233

Iowa

Marti Anderson
Administrator
Department of Justice
Crime Victim Assistance Program
Old Historical Building
1125 East Grand Avenue
Des Moines, IA 50319-0238
Telephone: (515) 281-5044

Kansas

Juliene A. Maska
Director
Office of the Attorney General
301 SW. 10th Avenue
Topeka, KS 66612-1597
Telephone: (913) 296-2215

Kentucky

Donna Langley
VOCA Program Manager
Kentucky Justice Cabinet
Bush Building
403 Wapping Street
Second Floor
Frankfort, KY 40601
Telephone: (502) 564-7554

Louisiana

Alyce Lappin
Program Specialist
Louisiana Commission on Law Enforcement
1885 Wooddale Boulevard
Suite 708
Baton Rouge, LA 70806-1442
Telephone: (504) 925-1997

Victim Compensation Programs

Maine*

Deborah Shaw-Rice
Director
Office of the Attorney General
Crime Victim Compensation Program
State House Station 6
Augusta, ME 02333
Telephone: (297) 626-8589

Maryland

Esther Scaljon
Director
Department of Public Safety and Correctional
Services
Criminal Injuries Compensation Board
6776 Reisterstown Road
Suite 313
Baltimore, MD 21215-2340
Telephone: (410) 764-4214

Massachusetts

Judith E. Beals
Chief
Office of the Attorney General
Victim Compensation Division
One Ashburton Place
Boston, MA 02108-1698
Telephone: (617) 727-2200

Michigan

Michael J. Fullwood
Administrator
Crime Victims Compensation Board
320 South Walnut
P.O. Box 30026
Lansing, MI 48909
Telephone: (517) 373-0979

Minnesota

Marie Bibus
Executive Director
Crime Victims Reparations Board
Town Square
Suite 100-C
444 Cedar Street
St. Paul, MN 55101-2156
Telephone: (612) 282-6267

Victim Assistance Programs

Maine

Jeannette C. Talbot
Administrator
Department of Human Services
Bureau of Social Services
State House Station 11
Augusta, ME 04333
Telephone: (207) 289-5060

Maryland

Susan C. Seling
Director
Women's Services Programs
Community Services Administration
Maryland Department of Human Resources
311 West Saratoga Street
Room 272
Baltimore, MD 21201-3521
Telephone: (410) 767-7477

Massachusetts

Alyssa Kazin
Program Specialist
Victim and Witness Assistance Board
Office for Victims Assistance
100 Cambridge Street
Room 1104
Boston, MA 02202
Telephone: (617) 727-5200

Michigan

Leslie O'Reilly
Grants Management Division
Office of Contract Management
320 South Walnut
P.O. Box 30026
Lansing, MI 48909
Telephone: (517) 373-1826

Minnesota

Beth DesMarais
Grant Administrator
Department of Corrections
1450 Energy Park Drive
Suite 200
St. Paul, MN 55108-5129
Telephone: (612) 642-0259

Victim Compensation Programs

Mississippi

Sandra K. Morrison
Hearing Officer
Department of Finance and Administration
Box 267
Jackson, MS 39205
Telephone: (601) 359-6766

Missouri

Sandy Wright
Program Manager
Division of Workers' Compensation
Crime Victims Compensation
P.O. Box 504
Jefferson City, MO 65102
Telephone: (573) 526-3511

Montana

Dara Lynn Smith
Program Officer
Board of Crime Control Division
Crime Victims Unit
Scott Hart Building
303 North Roberts, Fourth Floor
Helena, MT 59601
Telephone: (406) 444-3653

Nebraska

Nancy Steeves
Federal Aid Administrator
Crime Victims Reparation Board
Commission on Law Enforcement and Criminal
Justice
P.O. Box 94946
Lincoln, NE 68509
Telephone: (402) 471-2194

Nevada**

Bryan Nix
Coordinator
Victims of Crime Program
State Board of Examiners
555 East Washington
Suite 3200
Las Vegas, NV 89101
Telephone: (702) 486-2740

Victim Assistance Programs

Mississippi

Ezzard C. Stamps
Program Manager
Department of Public Safety Administration and
Planning
401 North West Street, Eighth Floor
Jackson, MS 39225
Telephone: (601) 359-7880

Missouri

Vicky Scott
Program Specialist
Department of Public Safety
Truman Building
301 West High Street, Room 870
P.O. Box 749
Jefferson City, MO 65102-0749
Telephone: (573) 751-4905

Montana

Wendy Sturn
Victim Coordinator
Board of Crime Control Division
Scott Hart Building
303 North Roberts
Fourth Floor
Helena, MT 59501
Telephone: (406) 444-3604

Nebraska

Nancy Steeves
Federal Aid Administrator
Crime Victims Reparation Board
Commission on Law Enforcement and Criminal
Justice
P.O. Box 94946
Lincoln, NE 68509
Telephone: (402) 471-2194

Nevada

Chris S. Graham
Program Manager
Department of Human Resources
Division of Child and Family Services
711 East Fifth Street
Carson City, NV 89710
Telephone: (702) 688-1628

Victim Compensation Programs

New Hampshire
Tara Bickford Bailey
VC Coordinator
Department of Justice
33 Capitol Street
Concord, NH 03301-6397
Telephone: (603) 271-1284

New Jersey
Jacob C. Toporek
Chairman
Violent Crimes Compensation Board
60 Park Place
20th Floor
Newark, NJ 07102
Telephone: (201) 648-2107

New Mexico
Larry Tackman
Director
Crime Victims Reparation Commission
8100 Mountain Road NE.
Suite 106
Albuquerque, NM 87110
Telephone: (505) 841-9432

New York
Patricia Pouloupoulos
Administrative Officer
New York Crime Victims Board
845 Central Avenue, Suite 107
Albany, NY 12206
Telephone: (518) 457-8063

North Carolina
Gary B. Eichelberger
Director
Victims Compensation Commission
Department of Crime Control and Public Safety
512 North Salisbury Street
P.O. Box 27687
Raleigh, NC 27611-7687
Telephone: (919) 733-7974

Victim Assistance Programs

New Hampshire
Paul Doran
Program Manager
Department of Justice
33 Capitol Street
Concord, NH 03301-6397
Telephone: (603) 271-1297

New Jersey
Kathleen A. Kauker-Lawrie
Department of Law and Public Safety
Division of Criminal Justice
Office of Victim/Witness Advocacy
25 Market Street, CN 085
Trenton, NJ 08625-0085
Telephone: (609) 292-0799

New Mexico
Larry Tackman
Director
Crime Victims Reparation Commission
8100 Mountain Road NE.
Suite 106
Albuquerque, NM 87110
Telephone: (505) 841-9432

New York
Peggy Donnelly
Assistant Director
New York Crime Victims Board
845 Central Avenue
Albany, NY 12206
Telephone: (518) 457-1779

North Carolina
Barry Bryant
Criminal Justice Planner
Governor's Crime Commission
Department of Crime Control and Public Safety
3824 Barrett Drive
Raleigh, NC 27609-7220
Telephone: (919) 571-4736

Victim Compensation Programs

North Dakota

Paul J. Coughlin
Administrator
Division of Parole and Probation
North Dakota Department of Corrections
Crime Victim Reparations
3303 East Main
Box 5521
Bismarck, ND 58502-5521
Telephone: (701) 328-6195

Ohio

Miles C. Durfey
Clerk
Victims of Crime Compensation Program
Court of Claims of Ohio
65 East State Street
Suite 1100
Columbus, OH 43215
Telephone: (614) 466-8439

Oklahoma

Suzanne K. Breedlove
Administrator
Crime Victims Compensation Board
2200 Classen Boulevard
Suite 1800
Oklahoma City, OK 73106-5811
Telephone: (405) 557-6700

Oregon

Mary Ellen Johnson
Director
Department of Justice
Crime Victims' Compensation Program
1162 Court Street NE.
Salem, OR 97301
Telephone: (503) 378-5348

Pennsylvania

Marianne F. McManus
Chairperson
Crime Victim's Compensation Board
Harristown Building #2
Lobby Level
33 Market Street
Harrisburg, PA 17101
Telephone: (717) 783-5153

Victim Assistance Programs

North Dakota

Paul J. Coughlin
Administrator
Division of Parole and Probation
North Dakota Department of Corrections
Crime Victim Reparations
3303 East Main
Box 5521
Bismarck, ND 58502-5521
Telephone: (701) 328-6195

Ohio

Harry E. Reed
Grant Coordinator
Ohio Attorney General
65 East State Street
Eighth Floor
Columbus, OH 43215-4321
Telephone: (614) 466-5610

Oklahoma

Suzanne K. Breedlove
Administrator
District Attorneys Council
2200 Classen Boulevard
Suite 1800
Oklahoma City, OK 73106-5811
Telephone: (405) 557-6700

Oregon

Mary Ellen Johnson
Director
Department of Justice
Crime Victims' Assistance Section
1162 Court Street NE.
Salem, OR 97301
Telephone: (503) 378-5348

Pennsylvania

John H. Kunkle
Program Manager
Commission on Crime and Delinquency
Second and Chestnut Streets
P.O. Box 1167
Federal Square Station
Harrisburg, PA 17108-1167
Telephone: (717) 787-8559

Victim Compensation Programs

Rhode Island

Robert J. (Bob) Melucci
State Coordinator
Rhode Island Supreme Court
State Court Administrative Office
Crime Compensation Program
250 Benefit Street
Providence, RI 02903
Telephone: (401) 277-2500, ext. 33

South Carolina

Renee Graham
Program Manager
Division of Victim Assistance
Office of the Governor
Edgar Brown Building
1205 Pendleton Street, Room 401
Columbia, SC 29201
Telephone: (803) 734-1930

South Dakota*

Ann M. Holzhauser
Administrator
Department of Corrections
Crime Victims' Compensation Commission
115 East Dakota Avenue
Pierre, SD 57501-3216
Telephone: (605) 773-3478

Tennessee

Susan P. Clayton
Program Director
Treasury Department
State Capitol
First Floor
Nashville, TN 37219
Telephone: (615) 741-2734

Texas

Richard Anderson
Director
Crime Victims Compensation Division
Office of the Attorney General
P.O. Box 12548, Capitol Station
Austin, TX 78711-2548
Telephone: (512) 936-1200

Victim Assistance Programs

Rhode Island

Joseph L. Persia
Grant Administrator
Governor's Justice Commission
One Capitol Hill
Fourth Floor
Providence, RI 02903-5803
Telephone: (401) 277-2620

South Carolina

Barbara Jean Nelson
VOCA Program Coordinator
Division of Public Safety Programs
5400 Broad River Road
Columbia, SC 29201
Telephone: (803) 896-8712

South Dakota

Susan Sheppick
Administrator
Department of Social Services
Office of the Secretary
700 Governors Drive
Pierre, SD 57501-2291
Telephone: (605) 773-4330

Tennessee

Cresa L. Bailey
VOCA Specialist
Department of Human Services
400 Deaderick Street
Citizens Plaza Building
Nashville, TN 37219
Telephone: (615) 741-5947

Texas

Carol Funderburgh
Program Coordinator
Criminal Justice Division
Office of the Governor
P.O. Box 12428
Austin, TX 78701
Telephone: (512) 463-1919

Victim Compensation Programs

Utah

Dan R. Davis
Director
Office of Crime Victim Reparations
350 East 500 South
Suite 200
Salt Lake City, UT 84111
Telephone: (801) 533-4000

Vermont

Lori E. Hayes
Executive Director
Vermont Center for Crime Victim Services
Crime Victims Compensation Program
P.O. Box 991
Montpelier, VT 05602-0991
Telephone: (802) 828-3374

Virginia

Robert W. Armstrong
Director
Division of Crime Victims' Compensation
1000 DMV Drive
Richmond, VA 23220
Telephone: (804) 367-8686

Virgin Islands

Ruth D. Smith
Administrator
Criminal Victims Compensation Commission
Department of Human Services
Office of the Commissioner
The Knud Hansen, Complex Building A
1303 Hospital Grounds
Charlotte Amalie, VI 00802
Telephone: (809) 774-1166

Washington

Cletus Nnanabu
Program Manager
Department of Labor and Industries
Crime Victims Compensation Program
7373 Linderson Way SW.
POB 44520
Olympia, WA 98504-4520
Telephone: (206) 956-5340

Victim Assistance Programs

Utah

Christine Watters
Program Coordinator
Office of Crime Victim Reparations
350 East 500 South
Suite 200
Salt Lake City, UT 84111
Telephone: (801) 533-4000

Vermont

Lori E. Hayes
Executive Director
Vermont Center for Crime Services
P.O. Box 991
Montpelier, VT 05602-0991
Telephone: (802) 828-3374

Virginia

Mandie Patterson
Program Manager
Department of Criminal Justice Services
805 East Broad Street, 10th Floor
Richmond, VA 23219
Telephone: (804) 786-4000

Virgin Islands

Maria Brady
Director
Law Enforcement Planning Commission
8172 Sub Base
Suite 3
St. Thomas, VI 00802
Telephone: (809) 774-6400

Washington

Susan Hannibal
Program Manager
Department of Social and Health Services
12th and Jefferson
P.O. Box 45710
Olympia, WA 98504-5710
Telephone: (206) 753-3395

Victim Compensation Programs

West Virginia

Cheryle M. Hall
Clerk
West Virginia Court of Claims
Crime Victims Compensation Fund
1900 Kanawha Boulevard East
Building 1, Room 6
Charleston, WV 25305-0291
Telephone: (304) 348-3471

Wisconsin

Carol Latham
Executive Director
Office of Crime Victims Services
Department of Justice
222 State Street
P.O. Box 7951
Madison, WI 53707-7951
Telephone: (608) 266-0109

Wyoming

Sylvia Bagdonas
Program Manager
Crime Victims Compensation Commission
Office of the Attorney General
1700 Westland Road
Cheyenne, WY 82002
Telephone: (307) 635-4050

Victim Assistance Territory Programs

American Samoa

No compensation program

Guam

No compensation program

Victim Assistance Programs

West Virginia

Melissa B. Whittington
Program Manager
Criminal Justice and Highway Safety Division
Department of Military Affairs and Public Safety
1204 Kanawha Boulevard, East
Charleston, WV 25301
Telephone: (304) 558-8814

Wisconsin

Steve Derene
Program Manager
Office of Crime Victims Services
Department of Justice
222 State Street
P.O. Box 7951
Madison, WI 53707-7951
Telephone: (608) 267-2251

Wyoming

Sylvia Bagdonas
Program Manager
Office of Crime Compensation Commission
Office of the Attorney General
1700 Westland Road
Cheyenne, WY 82002
Telephone: (307) 635-4050

Victim Assistance Territory Programs

American Samoa

Laauli A. Filoialii
Director
Criminal Justice Planning Agency
American Samoa Government
Pago Pago, AS 96799
Telephone: (011) (684) 633-5221

Guam

Gloria J. Duenas Cruz
Department of Law
Government of Guam
2-200E Guam Judicial Center
120 West O'Brien Drive
Agana, GU 96910
Telephone: (011) (671) 475-3406

Victim Assistance Territory Programs

Northern Mariana Islands
No compensation program

Puerto Rico
No compensation program

Palau
No compensation program

Victim Assistance Territory Programs

Northern Mariana Islands
Joaquin T. Ogumoro
Executive Director
Criminal Justice Planning Agency
P.O. Box 1133 CK, Saipan MP
Saipan, CM 96950
Telephone: (011) (670) 322-9350

Puerto Rico
Lizzette Traversoi
Acting Director
Department of Justice
P.O. Box 192
San Juan, PR 00902
Telephone: (809) 723-4949

Palau
Yusim Sato
VOCA Program Coordinator
Ministry of Health
P.O. Box 6027
Koror, Palau 96940
Telephone: (680) 488-2813/2553

* New program.

** Nevada's victim compensation program does not receive VOCA funds.



Appendix 7
U.S. Department of State
Bureau of Consular Affairs

Office of Children's Issues
Abduction and Custody Information Checklist

Name: _____

Address: _____

(Please place a check beside your choice.)

GENERAL INFORMATION:

- _____ Office of Children's Issues Brochure
- _____ International Parental Child Abduction Booklet *,+
- _____ International Parental Kidnapping Crime Act of 1993
- _____ Tips for Travelers to the Middle East and North Africa *
(provides country specific information)

HAGUE CONVENTION ON INTERNATIONAL PARENTAL CHILD ABDUCTION:

- _____ Hague Parties (List of Hague Countries)
- _____ Hague Convention - French/English Text
- _____ Hague: Scope of Convention

COUNTRY SPECIFIC INFORMATION:

- | | |
|------------------------------|---|
| _____ Australia | _____ Pakistan |
| _____ Canada * | _____ Pakistan - Child Custody Law |
| _____ Canada-Legal Aid Act | _____ Pakistan - Sunni Muslim Laws |
| _____ Germany * | _____ Philippines * |
| _____ India | _____ Portugal |
| _____ Iran * | _____ Saudi Arabia * |
| _____ Islamic Family Law | _____ Saudi Arabia - Marriage to Saudis |
| _____ Japan | _____ Spain |
| _____ Jordan * | _____ Syria |
| _____ Kuwait | _____ Thailand |
| _____ Mexico * | _____ United Kingdom |
| _____ Mexico - Child Custody | |

* - Available by Autofax

+ - Available on Internet

**OFFICE OF CHILDREN'S ISSUES
ADOPTION INFORMATION CHECKLIST**

GENERAL INFORMATION FLYERS:

_____ International Adoptions *

_____ The Immigration of Adopted and Prospective Adoptive Children (M-249Y)

COUNTRY SPECIFIC INFORMATION:

_____ Albania	_____ Latvia
_____ Antigua	_____ Lebanon
_____ Argentina	_____ Lithuania
_____ Austria	_____ Marshall Islands
_____ Belarus	_____ Mexico
_____ Bolivia	_____ Moldova
_____ Brazil	_____ Morocco
_____ Bulgaria	_____ Nepal
_____ Chile	_____ Nicaragua
_____ China	_____ Pakistan
_____ Columbia	_____ Panama
_____ Costa Rica	_____ Paraguay
_____ Czech Republic	_____ Peru
_____ Dominican Republic	_____ Philippines
_____ Ecuador	_____ Poland
_____ El Salvador	_____ Portugal
_____ Georgia	_____ Romania
_____ Germany	_____ Russia
_____ Greece	_____ Slovakia
_____ Guatemala	_____ Sri Lanka
_____ Guyana	_____ Syria
_____ Haiti	_____ Taiwan
_____ Honduras	_____ Thailand
_____ Hong Kong	_____ Ukraine
_____ Hungary	_____ Uruguay
_____ India	_____ Uzbekistan
_____ Iran	_____ Vietnam
_____ Ireland	_____ Former Yugoslavia
_____ Israel	_____ Venezuela
_____ Japan	
_____ Jordan	
_____ Korea	

Office of Children's Issues
Overseas Citizens Services
Bureau of Consular Affairs
U.S. Department of State
Washington, DC 20520

Telephone: (202) 647-2688
Fax: (202) 647-2835
Autofax: (202) 647-3000
Recorded Info: (202) 736-7000
Electronic Bulletin Board: (202) 647-9225
Internet Address: DOSFAN.LIB.UIC.EDU

Appendix 8

U.S. Customs Service Field Offices

Alabama

Birmingham	(205) 290-7193
Gulf Shores	(205) 981-5711
Mobile	(205) 441-6146

Alaska

Anchorage	(907) 271-2880
-----------	----------------

Arizona

Douglas	(602) 364-1218
Flagstaff	(602) 556-7384
Nogales	(602) 761-2075
Phoenix	(602) 640-2036
Sells	(602) 387-7640
Tucson	(602) 670-6026
Yuma	(602) 344-0088

Arkansas

Little Rock	(501) 324-7345
-------------	----------------

California

El Centro	(619) 353-9090
Fresno	(209) 487-5351
Los Angeles	(310) 514-6231
Los Angeles Airport	(310) 215-2200
Oceanside	(619) 722-6616
Orange County	(714) 836-2293
Oxnard	(805) 988-8690
Riverside	(909) 276-6664
Sacramento	(916) 978-4411
San Diego	(619) 557-6850
San Francisco	(415) 705-4070
San Jose	(408) 291-7861
San Ysidro	(619) 428-7115

Colorado

Denver	(303) 784-6480
--------	----------------

Connecticut

New Haven	(203) 773-2155
-----------	----------------

District of Columbia

Washington, D.C.	(703) 709-9700
------------------	----------------

Florida

Cocoa Beach	(407) 452-3700
Fort Lauderdale	(305) 590-7384
Fort Myers	(813) 433-7773
Fort Pierce	(407) 461-1293
Jacksonville	(904) 356-4701
Key Largo	(305) 664-2955
Key West	(305) 294-3877
Miami	(305) 597-6000
Naples	(813) 643-4554
Orlando	(407) 648-6847
Panama City	(904) 763-8418
Pensacola	(904) 434-6648
Sarasota	(813) 953-2920
Tallahassee	(904) 942-8802
Tampa	(813) 225-7638
West Palm Beach	(407) 659-4606

Georgia

Atlanta	(770) 994-2230
Savannah	(912) 652-4341

Illinois

Chicago	(312) 353-8450
---------	----------------

Indiana

Indianapolis	(317) 248-4151
--------------	----------------

Louisiana

Baton Rouge	(504) 389-0433
Belle Chase	(504) 589-2291
Houma	(504) 851-0179
Lafayette	(318) 262-6619
Lake Charles	(318) 477-2112
New Orleans	(504) 589-6499
Shreveport	(318) 676-3350

Maine

Houlton	(207) 532-6198
Portland	(207) 773-8959

Maryland

Baltimore	(410) 962-2620
-----------	----------------

Massachusetts

Boston	(617) 565-7400
--------	----------------

Michigan

Detroit	(313) 226-3166
Grand Rapids	(616) 235-3936

Minnesota

Minneapolis	(612) 348-1300
-------------	----------------

Mississippi

Gulfport
Jackson

(601) 864-1274
(601) 965-5234

Missouri

Kansas City
St. Louis

(816) 374-6426
(314) 539-6740

Montana

Great Falls

(406) 727-8750

Nevada

Las Vegas
Reno

(702) 388-6042
(702) 784-5727

New Jersey

Newark

(201) 645-3770

New Mexico

Albuquerque
Deming
Las Cruces

(505) 766-2807
(505) 546-2759
(505) 526-4643

New York

Albany
Buffalo
John F. Kennedy Airport
Long Island
New York City
Rouses Point

(518) 472-2211
(716) 551-4375
(718) 553-1824
(516) 563-3040
(212) 466-2906
(518) 297-6661

North Carolina

Charlotte
Wilmington

(704) 527-0151
(910) 343-4899

North Dakota

Grand Forks

(701) 746-1157

Ohio

Cincinnati
Cleveland
Columbus

(606) 578-4600
(216) 522-4292
(614) 469-5705

Oklahoma

Oklahoma City

(405) 231-4279

Oregon

Astoria
Coos Bay
Portland

(503) 325-4644
(503) 269-7521
(503) 326-2711

Pennsylvania

Harrisburg
Philadelphia
Pittsburgh

(717) 782-4047
(215) 597-4305
(412) 644-4970

Rhode Island

Providence

(401) 528-5025

South Carolina

Charleston
Columbia
Greenville

(803) 745-9290
(803) 765-5430
(803) 235-0519

Tennessee

Memphis
Nashville

(901) 544-4140
(615) 781-5473

Texas

Alpine
Austin
Brownsville
Corpus Christi
Dallas
Del Rio
Eagle Pass
El Paso
Falcon Dam
Galveston
Houston
Laredo
McAllen
Port Arthur
Presidio
San Angelo
San Antonio

(915) 837-5889
(512) 482-5502
(210) 542-7831
(512) 888-3501
(214) 767-2011
(210) 703-2000
(210) 773-7877
(915) 540-5700
(210) 848-5243
(409) 766-3791
(713) 985-0500
(210) 726-2210
(210) 682-1366
(409) 839-2401
(915) 229-3960
(915) 942-6900
(210) 229-4561

Utah

Salt Lake City

(801) 524-5884

Vermont

Burlington
Derby Line

(802) 863-3458
(802) 873-3609

Virginia

Norfolk

(804) 441-6533

Washington

Blaine
Port Angeles
Seattle
Spokane

(206) 332-6725
(206) 452-4122
(206) 553-7531
(509) 353-3130

Wisconsin
Milwaukee

(414) 297-3231

Bahamas
Nassau

(809) 325-5322

Guam
Guam

(700) 550-7265

Puerto Rico
Fajardo
Mayaguez
Ponce
San Juan

(809) 865-5303

(809) 831-3346

(809) 841-3108

(809) 729-6975

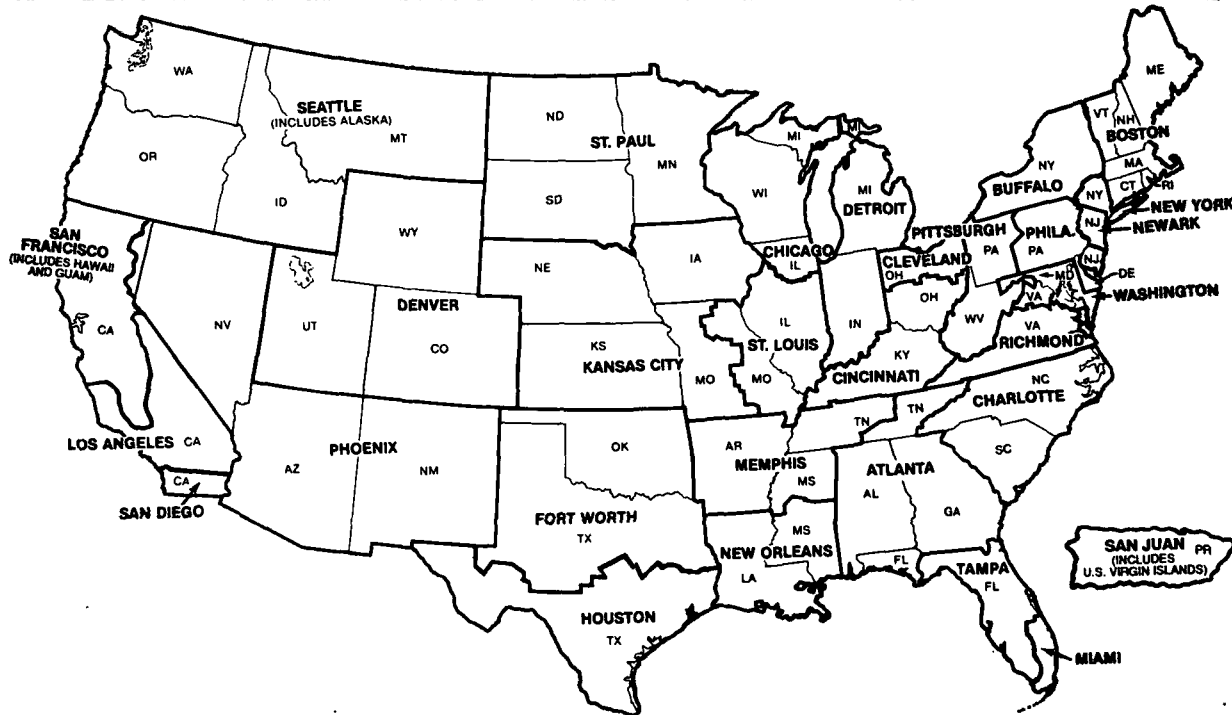
Virgin Islands
St. Thomas

(809) 774-7409



Appendix 9

U.S. Postal Inspection Service Division Boundaries



For assistance with postal-related problems of a law enforcement nature, please contact the nearest Inspection Service Division.

Atlanta Division
P.O. Box 16489
Atlanta, GA 30321-0489
404/608-4500
Fax: 404/608-4505

Boston Division
P.O. Box 2217
Boston, MA 02205-2217
617/654-5825
Fax: 617/654-5627

Buffalo Division
1200 Main Place Tower
Buffalo, NY 14202-3796
716/853-5300
Fax: 716/846-2372

Charlotte Division
2901 I-85 South GMF
Charlotte, NC 28228-3000
704/329-9120
Fax: 704/357-0039

Chicago Division
433 W. Van Buren St. MPO
Chicago, IL 60669-2201
312/765-4500
Fax: 312/765-4722

Cincinnati Division
P.O. Box 14487
Cincinnati, OH 45250-0487
513/684-5700
Fax: 513/684-5886

Cleveland Division
P.O. Box 5726
Cleveland, OH 44101-0726
216/443-4000
Fax: 216/443-4509

Denver Division
1745 Stout St. Suite 900
Denver, CO 80202-3034
303/295-5320
Fax: 303/295-5351

Detroit Division
P.O. Box 330119
Detroit, MI 48232-6119
313/226-8184
Fax: 313/226-8220

Fort Worth Division
P.O. Box 162929
Fort Worth, TX 76161-2929
817/625-3411
Fax: 817/625-3430

Houston Division
P.O. Box 1276
Houston, TX 77251-1276
713/238-4400
Fax: 713/238-4460

Kansas City Division
3101 Broadway, Suite 850
Kansas City, MO 64111-2416
816/932-0400
Fax: 816/932-0490

Los Angeles Division
P.O. Box 2000
Pasadena, CA 91102-2000
818/405-1200
Fax: 818/405-1207

Memphis Division
P.O. Box 3180
Memphis, TN 38173-0180
901/576-2077
Fax: 901/576-2085

Miami Division
3400 Lakeside Drive 6th Floor
Miramar, FL 33027-3242
305/436-7200
Fax: 305/436-7282

Newark Division
P.O. Box 509
Newark, NJ 07101-0509
201/596-5400
Fax: 201/645-0600

New Orleans Division
P.O. Box 51690
New Orleans, LA 70151-1690
504/589-1200
Fax: 504/524-4594

New York Division
P.O. Box 555, JAF Building
New York, NY 10116-0555
212/330-3844
Fax: 212/330-2720

Philadelphia Division
P.O. Box 7500
Philadelphia, PA 19101-9000
215/895-8450
Fax: 215/895-8470

Phoenix Division
P.O. Box 20666
Phoenix, AZ 85036-0666
602/223-3660
Fax: 602/258-1705

Pittsburgh Division
1001 California Avenue
Pittsburgh, PA 15290-9000
412/359-7900
Fax: 412/359-7682

Richmond Division
P.O. Box 25009
Richmond, VA 23260-5009
804/775-6267
Fax: 804/775-6273

St. Louis Division
1106 Walnut Street
St. Louis, MO 63199-2201
314/539-9300
Fax: 314/539-9306

St. Paul Division
P.O. Box 64558
St. Paul, MN 55164-2201
612/293-3200
Fax: 612/293-3384

San Diego Division
P.O. Box 2110
San Diego, CA 92112-2110
619/233-0610
Fax: 619/233-9623

San Francisco Division
P.O. Box 882528
San Francisco, CA 94188-2528
415/550-5602
Fax: 415/550-5786

San Juan Division
P.O. Box 363667
San Juan, PR 00936-3667
809/749-7600
Fax: 809/782-8296

Seattle Division
P.O. Box 400
Seattle, WA 98111-4000
206/442-6300
Fax: 206/442-6304

Tampa Division
P.O. Box 22526
Tampa, FL 33622-2526
813/281-5200
Fax: 813/289-8003

Washington Division
P.O. Box 96096
Washington, DC 20066-6096
202/636-2300
Fax: 202/636-2287

Headquarters
U.S. Postal Inspection Service
475 L'Enfant Plaza W. SW
Washington, DC 20260-2100
Fax: 202/268-4563





Association of Missing and Exploited Children's Organizations
70 Essex Road
P.O.Box 348
Westbrook Connecticut, USA 06498

MEMBERSHIP APPLICATION

Membership in the Association of Missing and Exploited Children's Organizations, Inc. (AMECO) is open to missing and exploited non-profit agencies who demonstrate that their primary purpose is to serve missing and exploited children and their families, and work for the enhancement of services for, the protection of, and provide direct services to missing and exploited children. Organizational members must meet all membership criterion set forth in the bylaws and must: be a tax-exempt, nonprofit corporation pursuant to Section 501(c) (3) of the Internal Revenue Code or any other applicable law; have existed for at least two (2) years and demonstrated on-going financial and programmatic stability; and, be willing to abide by AMECO's Code of Ethics and additional criteria adopted by the Board of Director

Name of Missing Children's
Organization: _____

Business Address: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone number: _____ FAX number: _____

Name of Director or Main
Representative: _____

CHARTER MEMBERSHIP DUES: \$100 per year (may be paid in four quarterly installments)

Please make your check payable to:
Association of Missing and Exploited Children's Organizations, Inc.

We hereby apply for organizational membership in the Association of Missing and Exploited Children's Organizations, Inc. We understand that should such status be granted, we are bound by the AMECO Bylaws, Code of Ethics and any additional criteria adopted by the Board of Directors.

Authorized Signature: _____ Date: _____

Name: _____ Title: _____
(Type or Print)

**Association of Missing and Exploited Childrens Organizations, Inc.
Membership Application
Page Two**

The following documentation should accompany your application for membership in AMECO. This documentation should also support the fact that your organization has been in existence for at least two years.

- 1. Documentation of 501(c)3 nonprofit status as provided by the Internal Revenue Service**
- 2. Three letters of recommendation -- with at least two letters from a law-enforcement agency with whom your organization has worked with. The third letter should be from someone familiar with your agency and the programs and services provided.**
- 3. Samples of your handouts or descriptions of programs your organization has worked on.**
- 4. Financial documentation of either your most recent IRS-990 or your latest financial statement.**

Please Mail All Membership Applications and Membership Fees to:

**AMECO
c/o Susan Breault
P.O. Box 57
Amston, CT 06231**



Association of Missing and Exploited Childrens Organizations
70 Essex Road
P.O.Box 348
Westbrook Connecticut, USA 06498

CODE OF ETHICS

As Member Organizations of AMECO, we pledge to abide by the following:

1. Members shall perform all missing and exploited child program services in a moral, ethical and legal manner.
 2. Members shall treat children in the most humane, legal and responsible manner possible.
 3. Members shall treat the family members in a humane, respectful and non-degrading fashion.
 4. Members shall work entirely within the frame work of the law: Federal, State and Local, and the Hague Convention.
 5. Members shall verify all paperwork, warrants, and documents, without which might lead to unnecessary harm to innocent persons.
 6. Members shall act in a fashion that will bring credit to the cause of missing and exploited children, ourselves, the NPO we represent and our Association.
 7. Members shall report all facts developed in a case in a prompt and timely manner in order to assist law enforcement in the recovery of the child and the apprehension of any known suspects.
 8. Members shall perform all fund-raising activities in an ethical and legal manner that will bring credit to all missing childrens NPO's, the families we represent and the children we are trying to help.
 9. In regard to missing children's client families, Members agree to charge no fees, nor directly solicit donations, as a contingency for services provided, nor otherwise ask for expense reimbursement, except as provided herein, nor otherwise financially exploit client families.
- Allowable reimbursable expenses shall be strictly limited to extraordinary travel and per diem costs that are actual, necessary, and reasonable, and that are used directly for the investigation, location and recovery of a missing child. Unless otherwise provided these expenses shall be limited to the actual, necessary, and reasonable costs for airfare, ground transportation, lodging, subsistence/meal costs, and reasonable other, nominal out-of-pocket expenses. No expense or payment may be collected from missing children's client families, as a contingent for providing services, to cover facilities' costs (rent, utilities, etc.), equipment, supplies, salaries (including compensation for time lost from another position), or independent contractor's fees. All expenses reimbursement from client families must be agreed to in advance, in writing, and shall be subject to an ethic's review by the AMECO Ethics Committee. All such expenses reimbursement arrangements shall be recorded on a form as provided by AMECO or otherwise recorded in a document sufficiently similar to such format.
10. In all dealings with fellow AMECO members, we agree to conduct ourselves in a cooperative manner.
 11. Members shall aid AMECO in furthering the positive image of our cause by working together to obtain its goals and objectives.
 12. All client families will be made aware of the AMECO Code of Ethics and Information on how to





Association of Missing and Exploited Children's Organizations
70 Essex Road
P.O.Box 348
Westbrook Connecticut, USA 06498

September 26, 1994

Dear Missing & Exploited Children's NPO:

As President of the Board of Directors, together with my fellow Board members I am pleased to announce the incorporation of the "Association of Missing and Exploited Children's Organizations (AMECO)"

The signing of the incorporation papers took place on July 30, 1994 at 11:30 a.m. in the "Lincoln Room" of the Quality Hotel in Arlington, Virginia. **AMECO** is a reality - I congratulate everyone involved - we should all be very proud of this significant accomplishment. Looking back over our passage from simply a collection of individual missing children's organizations to formally associating ourselves as the Association of Missing and Exploited Children's Organizations, Inc. I realized the signing of the incorporation papers was the easiest part of the whole journey and I thank the many NPO's who contributed so much time, energy and insight to lay the foundation for AMECO.

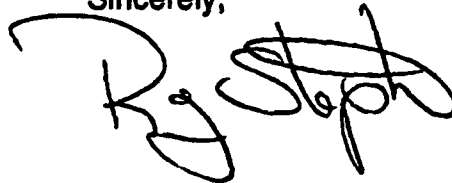
From the beginning it was evident that this would not be an easy task to accomplish. I am sure you will recall the times we gathered together to discuss the formation of a missing and exploited children's association. In particular the conferences in Washington, Albuquerque, Reno and Tucson where agency representatives met together to define objectives and design membership criteria and a Code of Ethics for our association. The cluster training in Arlington where we mastered computers and Fishkill where we learned mediation techniques - skills that were indispensable as we continued toward the incorporation of **AMECO**. Many hours were invested to further the quest towards better communication, cooperation, and the strengthening of our individual work through unified efforts. Bridges were crossed and doors were opened to positive networking and long lasting friendships. We have successfully progressed from the OJJDP's initial Washington D.C. "Missing Children: Building Professional Bridges Conference" several years ago to the upcoming Minneapolis, Minnesota's "Focus on the Future: A National Response to the Needs of Missing and Exploited Children and Their Families" scheduled for October 13 - 15, 1994.

September 26, 1994
AMECO President's Letter
Page Three

I look forward to an exciting and successful future working together for all missing and exploited children and anticipate welcoming you as a charter member of the **Association of Missing and Exploited Children's Organizations** in Minneapolis in October. Enclosed you will find a membership application and other relevant information relating to **AMECO**. Please feel free to contact myself or another member of the Board of Directors with questions or comments.

Again thank you for your support and encouragement and see you in Minneapolis in October.

Sincerely,

A handwritten signature in black ink, appearing to read "Roy Stephens". The signature is stylized with a large, sweeping initial "R" and a cursive "Steph".

Roy Stephens
President,
AMECO Board of Directors



Association of Missing and Exploited Childrens Organizations
70 Essex Road
P.O.Box 348
Westbrook Connecticut, USA 06498

Dear Member:

June 19, 1996

It is a pleasure to be able to share with you our latest good news! I am reminded of a quote by John Wooden, who said, "Do not let what you cannot do interfere with what you can do." Mr. Wooden would have been proud of AMECO and the perseverance of its members.

When we signed our Articles of Incorporation in July 1994 we anticipated funding to begin our national efforts. We were disappointed at not being awarded a grant but not defeated.

On May 22, 1996 Susan Breault, on behalf of AMECO, received a letter of congratulations from Shay Bilchik of the Office of Juvenile Justice and Delinquency Prevention (OJJDP) awarding AMECO a grant in the amount of \$28,430.

In applying for these monies the first objective under the category Program Strategy was stated to "continue to develop AMECO to its full potential by employing a project consultant and support staff to build membership, ensure continuity and manage administration and program activities."

To that end, I am pleased to announce that Ginny Mahoney of Mahoney Consulting Services has agreed to accept that challenge. A letter to each of you from Ginny will be arriving shortly.

The second grant objective and project consultant responsibility is 3-pronged:

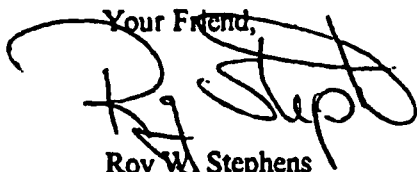
- 1) To produce a standardized intake form;
- 2) To produce a protocol for state-of-the-art communication between the NPO's and other organizations; and
- 3) To produce a service-oriented newsletter for NPO's focusing on legislative and industry-related issues within the non-profit community.

These are ambitious goals but with everyone's energy and expertise we can reach them.

The next good news is the announcement of a Conference which will be held sometime around mid-September. The time, place, and other details will be communicated when known. The Conference is being sponsored by OJJDP and is a joint effort between the non-profits and the clearinghouses. We will schedule an AMECO meeting sometime during the Conference. More on this later.

I want to thank all of you who have expended time and energy during this period of foundation building. It brings new meaning to "Rome wasn't built in a day!" I am excited about the journey ahead and look forward to seeing you all in September.

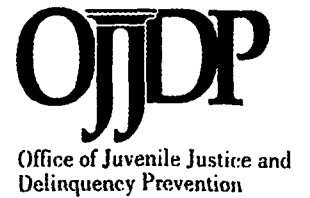
Your Friend,


Roy W. Stephens
President





OFFICE OF JUVENILE JUSTICE AND
DELINQUENCY PREVENTION
AND
FOX VALLEY TECHNICAL COLLEGE



PRESENT:

**AMERICA WORKING TOGETHER
TO BRING OUR CHILDREN HOME**

***A STATE CLEARINGHOUSE/NON PROFIT ORGANIZATION
TRAINING WORKSHOP***

**Tampa, Florida
September 25-27, 1996**

Time	Event
------	-------

Wednesday, September 25

7:15 a.m. - 8:15 a.m. **Registration**

8:30 a.m. - 9:15 a.m. **Welcome Remarks & Announcements**

Ron Laney - Director, Missing and Exploited Children's Program,
OJJDP

Wanda Keyes Heard - Executive Assistant, U.S. Attorney's Office,
Middle District of Florida

Cal Henderson - Sheriff, Hillsborough County, Florida, Sheriff's
Department

Tim Moore - Commissioner, Florida Department of Law
Enforcement

Shay Bilchik - Administrator, OJJDP

9:15 a.m. - 9:30 a.m. **Break**



WHAT TO DO AND WHERE TO GO... SOME SUGGESTIONS FOR YOUR VISIT

- **Tampa Museum of Art**

601 Doyle Carlton Drive, Tampa, (813) 223-8130

Situated on the east bank of the Hillsborough River, this visual arts complex offers seven galleries with changing exhibits ranging from classical antiques to contemporary art, sculpture, photography and crafts. Permanent exhibits include the Joseph Veach Noble Collection of Greek and Roman antiques and the C. Paul Jennewein sculpture collection.

Admission: \$3.50

Hours: Wednesday, 10 A.M. - 9 P.M.

Cab Fare: \$12.00

- **Gondola Getaway Cruises**

Waterwalk, Harbour Island, (813) 888-8864

See the skyscrapers and other downtown highlights as you float across the waters of Tampa Bay and the lower Hillsborough River in an authentic 70 year old gondola. Three 30-foot gondolas are available, each capable of carrying up to four passengers on 35-45 minute trips.

Admission: \$20.00 per couple, \$5.00 each for third and fourth passengers

Hours: Monday - Saturday, 6 P.M. - Midnight

Cab Fare: \$12.00

- **The Comedy Works**

3447 West Kennedy Boulevard, Tampa, (813) 875-9129

An ever-changing program of live comedy gets the audience giggling at this club situated west of downtown between Dale Mabry Highway and MacDill Avenue, at the corner of Himes Avenue.

Admission: \$5.00 - \$10.00

Hours: Tuesday - Thursday, at 8:30 P.M.

Cab Fare: \$4.00



- **Tampa Greyhound Track**

8300 Nebraska Avenue, Tampa, (813) 932-4313

A modern, climate-controlled, fully enclosed facility, this track features 13 races daily, with eight dogs competing in each. Facilities include a restaurant, lounge, and closed-circuit TV's for viewing the races and playbacks.

Admission: \$1.00 Grandstand, \$2.00-\$3.00 Clubhouse. Free self-parking, \$3.00 for valet.

Hours: Wednesday - Saturday, 7:30 P.M.

Cab Fare: \$12.00

- **Tampa Jai-Alai Fronton**

5125 South Dale Mabry Highway at Gandy Boulevard, Tampa, (813) 831-1411

Having originated in Spain, and bearing similarities to racquetball, this is considered the world's fastest ball game (the ball can split the breeze at more than 180 mph). Professional players volley the lethal "pelota" with a long, curved glove called a cesta. Facilities include a restaurant and pari-mutuel wagering.

Admission: \$1.00 - \$3.00 per person. Parking \$1.00 or free

Hours: Monday - Wednesday and Friday - Saturday at 7 P.M.

Cab Fare: \$12.00

- **West Shore Plaza**

253 WestShore Boulevard at Kennedy Boulevard, Tampa, (813) 286-0790

This mall comprises 100 specialty stores, an international food court, three department stores (Dillard's, Burdine's, and J.C. Penney) and a self-service U.S. Post Office.

Hours: Monday - Saturday, 10 A.M. - 9 P.M.

- **The Shops on Harbour Island**

777 South Harbour Island Boulevard, Harbour Island, (813) 223-9898

This is Tampa's waterfront marketplace, on an island directly south of downtown and well worth a day's outing. The 20 different shops include everything from art galleries to fashion boutiques. The complex also includes a food court, restaurants, hotel, water-sports activities, and gondola rides.

Hours: Monday - Saturday, 10 A.M. - 9 P.M.

Cab Fare: \$12.00

* Note: Cab Fares according to quotes given by Yellow Cab, (813) 253-0121.



WEDNESDAY NIGHT PICKS

THE PIER



This festive waterfront sightseeing/shopping/entertainment complex extends one quarter of a mile into Tampa Bay. Shaped like an inverted pyramid, the Pier contains five levels of shops and restaurants, plus an aquarium, observation deck, miniature golf, and sightseeing boats. Adjacent to the Pier is Straub Park, a scenic 36 acre water-front park. It's ideal for a stroll after visiting the Pier, a place to sit on a bench and watch the swirl of activity.

Admission: Free to all public areas and decks; donations welcome at the aquarium.

Hours: Most shops, Mon.- Sat. 10am - 9pm; restaurants and lounges, daily 11am-11pm.

CAPTAIN MEMO'S PIRATE CRUISE



This is a cruise particularly fun for those looking for an "adventure" at sea. Decorated with all the trappings of an authentic pirate ship, the Pirate's Ransom, an authentic reproduction, offers swashbuckleing cruises, under the direction of the fearless Captain Memo and his crew. The cruise goes into the Intracoastal Waterway and into the Gulf of Mexico near Clearwater Beach, with frequent sighting of dolphins and maybe a few pirates along the way! The price includes complimentary beer, wine, or soft drinks, and champagne on the evening departure. You may bring your own food on board.

Admission: Approximately \$30

Hours: Cruises daily from 7-9pm



*****PLEASE NOTE*****

TRANSPORTATION TO THESE TWO EVENTS MAY BE PROVIDED WITH
ADVANCED NOTICE

PLEASE RESERVE YOUR PLACE AT REGISTRATION*****





**NATIONAL MISSING CHILDREN
WORKSHOP DINNER MIXER
AT
CRAWDADDY'S
IN "THE ATTIC"**

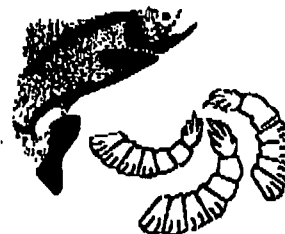


**DON'T MISS THIS OPPORTUNITY
TO NETWORK WITH ALL THE CONFERENCE ATTENDEES**

**WHEN: THURSDAY, SEPTEMBER 26 6:30 - ?
DINNER SERVED AT 7:15**

WHERE: CRAWDADDY'S - 2500 ROCKY POINT DRIVE, TAMPA

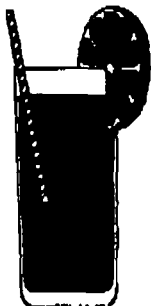
**WHAT: SEAFOOD NEWBURG AND CHICKEN TERYAKI
HOUSE SALAD
PASTA SALAD
RICE PILAF
BROCCOLI
DINNER ROLLS**



BEVERAGES: UNLIMITED ICED TEA AND WATER

HAPPY HOUR DRINK PRICES

**\$1.25 DRAFT BEER
\$2.00 HOUSE WINE
\$3.75 DOUBLE WELL DRINKS**



COST: \$16

******PLEASE NOTE******

**WE ARE REQUESTING THAT YOU PLEASE COMMIT TO ATTENDING
NO LATER THAN WEDNESDAY, SEPTEMBER 25 AT 9:30 AM! WE ASK
THAT YOU PLEASE PAY IN ADVANCE BY PROVIDING YOUR MONEY AT
ONE OF THE TWO REGISTRATION TIMES TO A FLORIDA CLEARINGHOUSE
STAFF MEMBER.**



**JAMES T. "TIM" MOORE
COMMISSIONER
FLORIDA DEPARTMENT OF LAW ENFORCEMENT**

Mr. Moore is a native Floridian who began his career with the Florida Department of Law Enforcement (FDLE) in 1973, serving in a variety of technical, professional, and managerial positions which have developed his overall knowledge of the FDLE, the criminal justice profession, and the functions of state government. From January to December 1979, Mr. Moore interrupted his FDLE career to further develop his professional and academic skills by attending and successfully completing a graduate program (with a 4.0 grade point average) in Public Administration at Georgia State University. Mr. Moore also possesses a Bachelor of Science degree in Criminology from Florida State University and is a fully certified, sworn law enforcement officer.

Following his return to FDLE in January 1980, Mr. Moore advanced in the professional and managerial ranks and in July 1983 was appointed as Director of the Division of Crime Laboratories and Staff Services, becoming directly responsible for management and oversight of many operational and administrative activities. Mr. Moore became the chief lobbyist for the department and has played an integral part in FDLE's unprecedented growth and expansion, both in terms of resources and responsibilities.

In June of 1986 Mr. Moore was again recognized for his knowledge of the law enforcement profession, versatility, and overall management abilities through his promotion to Deputy Commissioner of FDLE. Deputy Commissioner Moore continued his responsibilities as the chief lobbyist for FDLE and served as spokesman regarding FDLE activities and special issues before other criminal justice agencies, the Legislature, the Governor and Cabinet, various policy and advisory councils, other agencies, and the general public.

Commissioner Moore is a member of numerous professional associations/boards, advisory committees, and councils both in Florida and nationally.

On May 10, 1988, Commissioner Moore was selected from over 150 applicants nationwide and the Cabinet unanimously confirmed the nomination on June 2, 1988.

As the state of Florida's top appointed law enforcement official, Commissioner Moore is tasked with overall management responsibilities for FDLE, an agency of over 1,500 members and an annual budget exceeding \$130 million. Commissioner Moore is a strong proponent of an innovative, participatory, value-based management style while recognizing the importance of streamlining the Department's delivery of services in accordance with sound fiscal practices. This leadership style and the quality of FDLE members has made FDLE a cohesive team of widely diverse investigative, technical support, professional and managerial members whose collective productivity and impact on the state of Florida is second to none.



**AMERICA WORKING TOGETHER TO
BRING OUR CHILDREN HOME
TAMPA, FL
SEPTEMBER 25-27, 1996**

LOGISTICS

Tuesday, September 24

8-10 pm - Preregistration (Cammy and FDLE staff)

Wednesday, September 25

7:15-8:15 am - Registration (Cammy/Helen)

8:20 am Ron asks everyone to be seated; lights are dimmed

8:30 am Show Missing Children video; lights back on

8:35 am Ron introduces himself and comments about the children on the video (one being from each of the 50 states represented here at this workshop).

States goal of workshop is to ***enhance the nation's response to missing children and their families by encouraging a cooperative and coordinated approach by public and private agencies.***

Ron states "LADIES AND GENTLEMEN, PLEASE STAND FOR THE ENTRANCE OF THE NATIONAL COLORS AND REMAIN STANDING FOR THE NATIONAL ANTHEM". The color guard will proceed to the center front of the hall, halt, and face the audience. The state flag will be lowered and the guards will render the rifle salute.

When the color guards have rendered the salute, Ron will state "THE NATIONAL ANTHEM WILL BE SUNG BY MISS KRISTEN BROWN OF ROLAND PARK ELEMENTARY SCHOOL".

After the National Anthem has been sung, the state flag will automatically be raised to the carry position and each color guard will place the rifle on his/her shoulder. When this has taken place, Ron then states, "LADIES AND GENTLEMEN, PLEASE REMAIN STANDING FOR THE RETIREMENT OF THE NATIONAL COLORS". When the colors have departed Ron will announce, "LADIES AND GENTLEMEN, PLEASE BE SEATED".

904-487-2018 fax

Heather, here is some information on Kristen. Use what you want. If you have any questions, please call me at 813-855-0593 (home) or 251-4777 (office).

We'll be at Sheraton Grande on Kennedy & Westshore at 8:00 a.m. this next Wednesday.

Thanks.

Barbara Williams

Kristen Brown, age 13, is an honor roll student and attends Roland Park Middle School in Tampa as an 8th grader.

She is an accomplished singer and has been a National Anthem singer for the Philadelphia Phillies and Tampa Bay Mutiny National Soccer Team and has performed for General Norman Schwartzkopf.

Kristen is a member of "Entertainment Revue," a 20-girl ensemble that performs over 30 shows a year. She is also lead singer for a new pop group called "F-T-A" in which Motown and Arista Records have expressed interest.

Kristen has just finished her first music video and demo record with F-T-A and will be performing at the Apollo Theatre in New York in January.

Ron recognizes students that made banner:

Karen Shanberg's 6th grade class
W.J. Bryan
Tampa, Florida

Trevor Brown
Erika Shuler
Zachery Scudder
Catalina Garcia

Color Guard

Hillsborough High School

Army Junior ROTC Color Guard

*Under Direction LT Col McGinnis
Tampa*

Ron introduces Wanda, Cal, Tim, and Shay

Wanda speaks for 3-4 minutes

Cal speaks for 3-4 minutes

Tim speaks for 15 minutes

Shay speaks for 15 minutes

Ron goes through agenda for the workshop; tell everyone that there is an **evaluation** in the front pocket of the manual and it will be collected at the end of the workshop; announces the AMECO meeting on Friday; goes through housekeeping stuff (bathroom, telephone locations)

9:15 am Take break

During break, dim lights except track lights or spotlights

9:30 am Margie reads story

Presenters for this section have 10 minutes each to respond to Margie's story. Presenters must go to podium for video crew. Mike facilitates this section after presenters are done. Mike needs to stand at podium. He must give a 2 minute pause after Roy is done with his 10 minutes so video crew can change the tape.

11:30 am Ron comes on for questions/discussion.



Fly to

600 470000

202-307

25/5

NATIONAL MISSING CHILDREN CONFERENCE
PREPARED REMARKS—COMMISSIONER JAMES L. MOORE
SEPTEMBER 21, 1996

GOOD MORNING..... IT IS ALWAYS AN HONOR TO ADDRESS A GROUP OF HARD WORKING AND DEDICATED INDIVIDUALS.

IT IS ESPECIALLY AN HONOR WHEN THAT GROUP HAS GATHERED FOR SUCH A WORTHY ENDEAVOR, AS YOUR THEME TODAY INDICATES: AMERICA, WORKING TOGETHER TO BRING OUR CHILDREN HOME.

CLEARLY, THIS IS A SUBJECT THAT REACHES INTO OUR VERY HEARTS AND SOULS AND I COMMEND ALL OF YOU WHO WORK ON A DAILY BASIS TO MAKE THIS THEME, NOT JUST A TITLE BUT A REALITY.

I APPLAUD THE OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION FOR BRINGING THIS NATIONAL WORKSHOP TO FRUITION.

IT IS ALSO A PLEASURE TO WELCOME ALL OF YOU TO THE STATE OF FLORIDA. WE PRIDE OURSELVES AS BEING A STATE THAT HAS TAKEN A LEADING ROLE ON CHILDREN'S ISSUES, PARTICULARLY, IN THE AREA OF MISSING AND EXPLOITED CHILDREN. OUR MISSING CHILDREN INFORMATION CLEARINGHOUSE WAS THE FIRST OF ITS KIND IN THE NATION AND OUR LEGISLATURE, GOVERNOR, AND CABINET HAVE SUPPORTED THE CLEARINGHOUSE AND ITS MISSION OVER THE YEARS. THIS SUCCESS HAS NOT COME EASILY. RATHER IT HAS ALL TOO OFTEN COME ON THE BACK OF TRAGEDY.

THE STATUTE CREATING THE CLEARINGHOUSE WAS ENACTED IN 1983, NOT TOO LONG AFTER THE ABDUCTION OF YOUNG ADAM WALSH, AND OUR RECENT STAFFING AND RESOURCE ENHANCEMENTS WERE PART OF THE JIMMY RYCE ACT PASSED THIS LAST SESSION, AND DIRECTLY RESULTING FROM JIMMY'S ABDUCTION AND MURDER, JUST ONE YEAR AGO THIS MONTH.

I WOULD LIKE TO TAKE A MOMENT TO PERSONALLY AND PUBLICLY THANK THE RYCES FOR THEIR COURAGE AND COMMITMENT, IN THE FACE OF SUCH TRAGEDY, IN THEIR EFFORTS TO MAKE OUR COMMUNITIES SAFE FOR OUR CHILDREN. AS OUR OWN GOVERNOR SO POIGNANTLY STATED,

"WHEN JIMMY WAS TAKEN, HE WAS NO LONGER JUST THE CHILD OF CLAUDINE AND DON RYCE, BUT HE TRULY BELONGED TO EACH AND EVERYONE OF US."

AND CLAUDINE AND DON, WE WILL KEEP HIS MEMORY ALIVE, NOT TO DWELL ON THE TERRIBLE ACTS OF THESE PREDATORS, BUT AS A LIGHT AND AS A SHINING HOPE THAT NO OTHER CHILD WILL BE TAKEN AND ALL OUR CHILDREN WILL RETURN HOME.



I KNOW THAT THERE ARE OTHER PARENTS AND VICTIMS HERE TODAY, WHO HAVE WORKED SO HARD TO ENSURE RESPONSIVENESS BY THOSE OF US IN LAW ENFORCEMENT, TO ENSURE GOOD POLICY BY THOSE OF US IN GOVERNMENT, AND TO ENCOURAGE EFFECTIVE AND ENFORCED LEGISLATION, ON THE STATE AND FEDERAL LEVEL.

PATTY WETTERLING, FROM THE STATE OF MINNESOTA, WHO WORKED DILIGENTLY UNTIL THE NATION'S FIRST LAW ON SEX OFFENDER REGISTRATION WAS PASSED, IS ONE OF THESE PARENTS.

PATTY AND THE RYCES HAVE RECENTLY BEEN INVOLVED IN AN EXTENSIVE TRAINING ENDEAVOR IN FLORIDA AND HAVE TALKED ABOUT VICTIM IMPACT TO OVER 150 POLICE OFFICERS IN THREE DIFFERENT REGIONS OF THE STATE.

WE ARE VERY APPRECIATIVE AND FORTUNATE TO HAVE HAD THEIR INVOLVEMENT. THE OFFICERS IN THE TRAINING HAVE INDICATED THAT THEIR PRESENTATION WAS ONE OF THE MOST IMPORTANT BLOCKS OF INSTRUCTION THAT THEY RECEIVED.

THIS TRAINING, WHICH WAS A JOINT EFFORT BETWEEN FDLE AND OUR FEDERAL PARTNERS, THE OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION WAS JUST ONE SMALL PART OF A STATEWIDE PLAN, LAUNCHED BY OUR GOVERNOR, TO WIDEN THE SAFETY NET FOR OUR CHILDREN.

AS PART OF THE PLAN, REGIONAL LAW ENFORCEMENT RESPONSE TEAMS HAVE BEEN INITIATED ON THE STATE LEVEL; GROUPS OF HIGHLY TRAINED PROFESSIONAL WHO COULD BE DISPATCHED TO A COMMUNITY WHEN A CHILD HAS BEEN ABDUCTED. WE RESPOND IN FORCE TO HURRICANES. WE HAVE TASK FORCES TO HUNT DOWN FUGITIVES. WE DEPLOY TEAMS TO IDENTIFY AND ARREST DRUNKEN DRIVERS. OUR CHILDREN CERTAINLY DESERVE NO LESS.

A SECOND INITIATIVE INVOLVED LEGISLATION. OUR MOST RECENT LEGISLATION CALLS FOR THE IDENTIFICATION OF SEXUAL PREDATORS TO OCCUR AT THEIR TIME OF SENTENCING AND TO ENSURE BROAD BASED COMMUNITY NOTIFICATION OF THOSE PREDATORS. THE PUBLIC HAS A RIGHT TO KNOW WHO THEY ARE, AND PARENTS HAVE A RIGHT TO PROTECT THEIR CHILDREN FROM THEM. TO THAT EFFECT, THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT HAS RECENTLY POSTED ALL REGISTERED SEXUAL PREDATORS IN THE STATE OF FLORIDA ON THE INTERNET AND WE ARE IN THE PROCESS OF ESTABLISHING A 1-800 HOTLINE TO RESPOND TO INQUIRIES REGARDING SEXUAL PREDATORS IN THE VERY NEAR FUTURE. IN THE FIRST FEW WEEKS THAT OUR HOME PAGE WAS IN EFFECT, THE SEXUAL PREDATOR PAGE HAS REGISTERED 40 INQUIRIES PER HOUR.

THE LEGISLATURE THIS YEAR ALSO SHOWED ITS SUPPORT AND CONFIDENCE IN THE CLEARINGHOUSE BY ALLOCATING RESOURCES TO ENHANCE STAFFING, ADVANCE OUR TECHNOLOGICAL CAPABILITY AND PROVIDE \$100,000 IN REWARD MONEY TO FDLE ON AN ANNUAL BASIS, FUNDS WHICH WILL BE DISTRIBUTED TO LOCAL LAW ENFORCEMENT IN EMERGENCY CASES.

TO ENSURE THAT OUR EFFORTS CONTINUE IN THE RIGHT DIRECTION, WE HAVE FORMED A STATEWIDE ADVISORY BOARD COMPRISED OF COMMUNITY AND BUSINESS LEADERS, NON PROFIT ORGANIZATIONS, PARENTS, LAW ENFORCEMENT AND SCHOOL PERSONNEL. THIS GROUP, WHICH IS CHAIRED BY A MEMBER OF THE MEDIA, HAS IDENTIFIED IN ONE MEETING, ANOTHER TEN TO TWELVE ISSUES THAT NEED OUR IMMEDIATE ATTENTION. IT IS AN AREA OF COMMUNITY CONCERN, WHERE WE CANNOT AFFORD TO LEAVE ONE STONE UNTURNED.

OUR CHILDREN ARE AND WILL CONTINUE TO BE, OUR MOST PRECIOUS RESOURCE. OUR FUTURE DEPENDS ON RAISING HEALTHY AND SAFE CHILDREN TODAY.

ASK ANY CRIMINAL JUSTICE FORECASTER WHAT THE ISSUES WILL BE OVER THE NEXT TEN YEARS. WHILE OUR BABYBOOMERS ARE AGING, WE WILL CONTINUE TO SEE GROWTH IN OUR JUVENILE POPULATION. DEMOGRAPHERS TELL US THAT JUVENILES WILL COMPRISE 30% OF THE TOTAL POPULATION BY THE YEAR 2010. THIS INDICATES THAT A NEW "CRIME EPIDEMIC" IS ON THE HORIZON. THERE WILL BE MORE YOUNG CRIMINALS AND VICTIMS-- EVEN THOUGH THE VAST MAJORITY OF OUR KIDS ARE "GOOD KIDS". SEGMENTS OF OUR YOUNG ARE CERTAINLY BECOMING MORE VIOLENT AND THE NATURE OF THEIR OFFENSES ARE BECOMING MORE SERIOUS.

TO GIVE YOU SOME IDEA ABOUT THE MAGNITUDE OF YOUTH CRIME IN THIS COUNTRY, CONSIDER THAT TODAY, IN JUST 24 HOURS:

- 17 CHILDREN WILL BE MURDERED (AND IN FLORIDA, EVERY OTHER DAY, A KID IS ARRESTED FOR MURDER.
- 1,000 SERIOUS CRIMES WILL BE COMMITTED BY KIDS.
- 7500 PROPERTY CRIMES WILL BE COMMITTED.
- THOUSANDS OF KIDS HAVE BROUGHT A GUN TO SCHOOL TODAY.
- UNTOLD NUMBERS WILL JOIN A YOUTH GANG.
- TOO MANY WILL CROSS THE LINE FROM "AT RISK" TO "LOST".

MOST SADLY, YOUTH WHO HAVE BEEN IDENTIFIED AS SERIOUS AND VIOLENT OFFENDERS HAVE OFTEN BEEN THE VICTIMS OF ABUSE, NEGLECT AND/OR SEXUAL EXPLOITATION THEMSELVES. IT IS CLEAR THAT IF WE DON'T PAY ATTENTION NOW, WE WILL PAY LATER.

OVER THE NEXT TWO AND A HALF DAYS, EACH OF YOU WILL RECEIVE KEY INGREDIENTS TO GO BACK TO YOUR HOME STATE AND TO BREATHE LIFE INTO YOUR PROGRAMS. THROUGH THE INSPIRATIONAL PRESENTATIONS, THE NETWORKING WITH COLLEAGUES,

AND THE VAST AMOUNTS OF NEW INFORMATION THAT IS BEING MADE AVAILABLE TO YOU, EVEN THE MOST ADVANCED PROGRAMS CAN IMPROVE.

IN THE NEXT FEW DAYS, I ENCOURAGE YOU TO DO THE FOLLOWING THREE THINGS:

FIRST, LEARN FROM EACH OTHER, THERE IS SO MUCH TALENT RIGHT HERE IN THIS VERY ROOM.

SECOND, DEMAND STATE OF THE ART SERVICES IN YOUR OWN STATE, NEVER SETTLE FOR ANYTHING LESS AND

THIRD, PUT FORTH A UNITED EFFORT....NON-PROFITS, STATE CLEARINGHOUSES, LOCAL LAW ENFORCEMENT, FEDERAL AGENCIES MUST WORK TOGETHER. NOT ONLY BECAUSE IT IS BECOMING FISCALLY NECESSARY AS OUR RESOURCES DWINDLE, BUT BECAUSE IT IS THE RIGHT THING TO DO.

I'M GOING TO CHALLENGE YOU TO USE THIS INFORMATION AND THE CONTACTS YOU MAKE HERE. IF YOU GO BACK HOME AND NO ONE LISTENS, SPEAK LOUDER. THERE ARE A NUMBER OF REASONS WHY MY COUNTERPARTS IN LAW ENFORCEMENT OR YOUR LEGISLATORS OR OTHER GOVERNING LEADERS SHOULD SIT UP TAKE NOTICE. AS CALVIN COOLIDGE ONCE SAID PERSISTENCE PAYS. BE PERSISTENT.

REMEMBER, BABE RUTH NOT ONLY HELD THE RECORD FOR HOME RUNS, HE ALSO HELD THE RECORD FOR STRIKE OUTS. THE POINT IS, DON'T GIVE UP....THERE ARE A LOT OF PEOPLE OUT THERE COUNTING ON YOU.

YOU HAVE A DILIGENT TASK AHEAD OF YOU. YOU WILL PROBABLY LEAVE HERE INSPIRED, ANXIOUS, MAYBE SOMEWHAT FRUSTRATED BECAUSE OF THE WORK AHEAD OF YOU BUT, MOST IMPORTANTLY, YOU SHOULD LEAVE HERE BETTER INFORMED AND WITH A BETTER UNDERSTANDING OF THE WORK THAT NEEDS TO BE DONE.

I WOULD LIKE TO LEAVE YOU WITH A STORY TAKEN FROM A BOOK ENTITLED "CHICKEN SOUP FOR THE SOUL". THIS STORY IS ABOUT A CHILD WHO SAW A SIGN IN A STORE WINDOW THAT SAID, "PUPPIES FOR SALE". SIGNS LIKE THAT HAVE A WAY OF ATTRACTING SMALL CHILDREN AND, AS PREDICTED, THE CHILD ENTERED THE STORE AND ASKED THE OWNER HOW MUCH HE WANTED FOR HIS PUPPIES. THE STORE OWNER RESPONDED THAT HE WANTED ANYWHERE FROM \$30 TO \$50.

THE LITTLE BOY REACHED IN HIS POCKET AND PULLED OUT SOME CHANGE. "I HAVE \$2.37," HE SAID. "CAN I PLEASE LOOK AT THEM?"

THE STORE OWNER SMILED AND WHISTLED. OUT OF THE KENNEL CAME LADY, WHO RAN DOWN THE AISLE OF THE STORE FOLLOWED BY FIVE TINY, TINY BALLS OF FUR. ONE PUPPY WAS LAGGING CONSIDERABLY BEHIND. IMMEDIATELY THE LITTLE BOY SINGLED OUT THE LAGGING, LIMPING PUPPY AND SAID, "WHAT'S WRONG WITH THAT LITTLE DOG?"

THE STORE OWNER EXPLAINED THAT THE VETERINARIAN HAD EXAMINED THE LITTLE PUPPY AND HAD DISCOVERED IT DIDN'T HAVE A HIP SOCKET. IT WOULD ALWAYS LIMP. IT WOULD ALWAYS BE LAME. THE LITTLE BOY BECAME EXCITED. "THAT IS THE LITTLE PUPPY THAT I WANT TO BUY."

THE STORE OWNER SAID, "NO, YOU DON'T WANT TO BUY THAT LITTLE DOG. IF YOU REALLY WANT HIM, I WILL GIVE HIM TO YOU. THE CHILD BECAME QUITE UPSET AT THE THOUGHT AND INSISTED THAT HE WANTED THE DOG AND THAT HE WANTED TO PAY FOR HIM.

THE STORE OWNER TRIED TO TALK HIM OUT OF IT ONE MORE TIME. HE SAID, "LITTLE BOY, YOU REALLY DON'T WANT TO BUY THIS LITTLE DOG. HE IS NEVER GOING TO BE ABLE TO RUN AND JUMP AND PLAY WITH YOU LIKE THE OTHER PUPPIES."

TO THIS, THE LITTLE BOY REACHED DOWN AND ROLLED UP HIS PANT LEG TO REVEAL A BADLY TWISTED, CRIPPLED LEFT LEG SUPPORTED BY A BIG METAL BRACE. HE LOOKED UP AT THE STORE OWNER AND SOFTLY REPLIED, "WELL, I DON'T RUN SO WELL MYSELF, AND THE LITTLE PUPPY WILL NEED SOMEONE WHO UNDERSTANDS!"

WHETHER IT IS DUE TO PERSONAL EXPERIENCE OR BECAUSE OF YOUR DEDICATION AND COMMITMENT AS A PROFESSIONAL, THE FAMILIES OF OUR MISSING CHILDREN ARE RELYING ON SOMEBODY WHO WILL UNDERSTAND. SOMEBODY WHO WILL TAKE THEM UNDER THEIR WING. THEY ARE TRUSTING YOU TO HELP THEM PERSONALLY AND TRUSTING US AS A SOCIETY TO SEE THE VALUE IN KEEPING ALL OUR CHILDREN SAFE FROM HARM. I ONCE AGAIN COMMEND YOU FOR ALL YOU HAVE ALREADY DONE AND URGE YOU TO GO FORTH AND CONTINUE TO DO GOOD THINGS.

THANK YOU FOR ALLOWING ME TO SHARE THESE FEW MOMENTS WITH YOU....GOOD LUCK TO EACH AND EVERY ONE OF YOU. MAY NEXT YEAR'S WORKSHOP BE AN EVENT THAT CELEBRATES HOW AMERICA WORKED TOGETHER AND BROUGHT OUR MISSING CHILDREN HOME.

Ron explains about lunch on own. Restaurants located near or at hotel:

at hotel: Shula's Steak House
Courtyard Cafe
Grand Slam Sports Bar
Shula's "No Name" Lounge
outside: Steak and Ale
Westshore Mall Food Court

Tell people where to sit when they return (red on one side; blue on another). They must sit in exactly the same seat the next day for the other workshop. Tell about social event for evening. Tell them to reconvene at 8:00 a.m. the next morning. **Remind about evaluation.**

Hotel will pull the wall at lunch and rearrange tables/chairs.

1:00 pm Marketing workshop must be videotaped the first day when Phil Keith is presenting. Marketing workshop will be in West side of ballroom.

Thursday, September 26

8:00 am Ron welcomes everyone back and recaps the day before

Gary does the "pig" exercise

Ron explains about lunch on own and that everyone should reconvene after lunch at 1:00 p.m. Tell everyone that the workshops will be repeated and that they should be sitting in exactly the same seat as the day before. **Remind about evaluation.**

Ron tells everyone they can refresh their coffee while hotel staff pulls wall.

8:30 am Videotape Superhighway workshop (West side of ballroom)

Wall is moved back; room setup is changed at lunch to be the same as the first morning.

1:00 pm Helen facilitates "Compassionate Response" afternoon.

4:30 pm End of day, Ron tells everyone about the social event for the evening. Tell everyone to reconvene at 8:30 a.m. the next morning and tell them where to look for their teams (section 5 of manual) **Remind about evaluation.**



Friday, September 27

8:30 - Ron does wrap up of day before; sends teams off with their facilitators

10:30 - Ron and Pat facilitate the reports back from the groups

11:45 - Ron introduces Roy Stephens

Roy speaks for 4-5 minutes on AMECO

Ron introduces Colleen Nick

Colleen tells her story

Ron reminds everyone to complete the evaluation located in the front pocket of the manual

Ron tells everyone that certificates will be mailed

Ron recognizes and thanks OJJDP staff, FVTC staff, NCMEC staff, the Ryses, and Colleen Nick for their help with workshop

Evaluations are collected as people adjourn from room

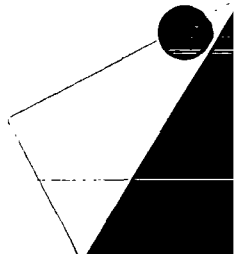
12:15 pm Ron has 1/2 hour meeting with presenters/facilitators

AMECO meets in room from 1:30 - 4:30 p.m.

Copies to: Ron Laney
Mike Medaris
Pat Finley
Phil Condu
Eileen Garry
Helen Connelly
Cammy Newell
Video crew: Dave Bunnaw
Chad Blohowiak
Gary Gawinski

Thank you Colleen. Your words inspire us and provide substance and meaning to our work as we return home. _____

This has been a hard, intense three days. You are to be commended you for your attention and faithful attendance. We covered a lot of subjects. We learned how technology helps us do our jobs, where marketing can increase our effectiveness, how we enhance our services to missing children and their families, and critical need to work together.



The other day while driving home and listening to the radio, I heard
^a
~~this~~ song by Keb Mo, ~~that went~~ *Listen to these words:*

Well there's more than one way home.

Ain't no wrong way ---

Ain't no right way.

And whatever road you might be on

You find your own way

Cause there's more than one way home.

As I listened, it struck me that how much these words applied to
^{are}
what we all about. We represent all the ^{different} ways our children can come
[^]
home. From nonprofit organizations to law enforcement, state
clearinghouses to private corporations to government. Ain't no
wrong way --Ain't no right way...There's more than one way home.
You are the signposts, the mileage markers, the billboards ^{that} ~~guiding~~ ^e
[^]
our children home.



You know the numbers. While we were here these three days, over 6,900 children were reported missing to law enforcement in America. 2,300 each day. We have our work cut out for us and I hope this workshop has provided a guiding vision and additional tools for you in this very important work.

I'd like to close with this story.

A tourist was walking down a deserted Mexican beach at sunset. As he walked along, he began to see another man in the distance. As he grew nearer, he noticed that the fisherman kept leaning down, picking something up and throwing it out into the water. Time and again he kept hurling things out into the ocean.

As our tourist approached even nearer, he noticed that the man was picking up starfish that had been washed up on beach and, one at



time, he was throwing them back into the ocean.


The tourist was puzzled. He approached the man and said, “Good evening, friend. I was wondering what you are doing.”

“I’m throwing these starfish back into the ocean. You see, it’s low tide right now and all of these starfish have been washed up on the shore. If I don’t throw them back into the sea, they’ll die up here from the lack of oxygen.”

“I understand,” my friend replied, “but there must be thousands of starfish on this beach. You can’t possibly get to all of them. There are simply too many. And don’t you realize this is happening on hundreds of beaches all up and down this coast. Can’t you see that that you can’t possibly make a difference?”

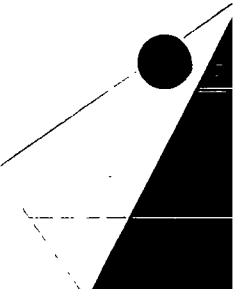
The fisherman smiled, bent down and picked up yet another starfish, and as he threw it back into the sea, he replied, “Made a difference





to that one.”

Today, 2300 starfish washed up on the shores of America. I challenge you to continue to be that fisherman and work with your fellow fisherman. America Working Together to Bring our Children Home. Thank you and godspeed.



Time	Event
------	-------

Wednesday, September 25 (continued)

An Exercise

9:30 a.m. - 11:30 a.m.

Systems' Response to Missing Children's Cases

Facilitator: Michael Medaris - Program Manager, Missing and Exploited Children's Program, OJJDP

Law Enforcement Representative

Gary O'Connor - Sergeant, Lower Gwynedd Township Police Department

NCMEC Representative

John Rabun - Vice President and Chief Operating Officer, National Center for Missing & Exploited Children

State Clearinghouse Representative

Nancy Saitta - Deputy Attorney General, Nevada Office of the Attorney General

Federal Law Enforcement Representative

Bill Hagmaier - Unit Chief - FBI, Child Abduction Serial Killer Unit and Morgan P. Hardiman Task Force

NPO Representative

Roy Stephens - Missing Youth Foundation
President, Association of Missing and Exploited Children's Organization (AMECO)

11:30 a.m. - 12:00 p.m.

Questions/Discussion

12:00 p.m. - 1:00 p.m.

Lunch On Own

Time	Event
------	-------

Thursday, September 26

8:00 a.m. - 8:30 a.m. **Interagency Group Exercise**

8:30 a.m. - 12:00 p.m. **Repeat of Workshops**

12:00 p.m. - 1:00 p.m. **Lunch On Own**

1:00 p.m. - 4:30 p.m. **Compassionate Response**

Facilitator: Helen Connelly - Consultant, Fox Valley Technical College

This segment is designed to encourage a compassionate, professional response by public and private agencies to families of missing children. It will include the issues of grief, loss, psychological impact, initial response by law enforcement, victim services available, and the role of NPO's and State Clearinghouses, relative to missing children cases.

Victim's Perspective - Non-Family Predator Abduction

Don Ryce - Father of Jimmy Ryce

Dynamics of Loss

Helen Fitzgerald - Director, Grief Program, Mount Vernon Center for Community Mental Health

Law Enforcement Response

Gary O'Connor - Sergeant, Lower Gwynedd Township, Pennsylvania, Police Department

Victim's Perspective - Family Abduction

Psychological Impact on Agencies and Communities

Reunification Issues

Georgia Hilgeman - Executive Director, Vanished Children's Alliance

Effective Practices for NPO's and State Clearinghouses

Margaret Frierson - Executive Director, National Center for Missing & Exploited Children/South Carolina Branch

Resources for Families, Children and Agencies

Sue Shriner - Senior Program Specialist, Office for Victims of Crime Department of Justice



Time	Event
------	-------

Friday, September 27

8:30 a.m. - 10:30 a.m. **Group Exercises**

10:30 a.m. - 11:45 a.m. **Reports by Groups**

11:45 a.m. - 12:15 p.m. **Closing**

Ron Laney - Director, Missing and Exploited Children's Program,
OJJDP

Acknowledgements

Banner

Karen Shanberg's 6th grade class
W.J. Bryan School
Tampa, Florida

Trevor Brown
Erika Shuler
Zachery Scudder
Catalina Garcia

Color Guard

Hillsborough High School
Army JROTC Color Guard
Under the direction of Lt. Col. McGinnis
Tampa, Florida

National Anthem sung by:

Kristen Brown
8th grader
Roland Middle School
Tampa, Florida



JAMES T. MOORE
BIOGRAPHICAL SKETCH

James T. Moore (Tim) was appointed Commissioner of the Florida Department of Law Enforcement June 2, 1988. Commissioner Moore began his career with FDLE in 1973, serving in a variety of technical, professional, and managerial positions which have developed his overall knowledge of FDLE, the criminal justice profession, and the function of state government. From January to December 1979, Commissioner Moore interrupted his FDLE career to further develop his professional and academic skills by attending and successfully completing a graduate program (with a 4.0 grade point average) in Public Administration at Georgia State University. Mr. Moore also possesses a Bachelor of Science Degree in Criminology from Florida State University, and is a fully certified, sworn law enforcement officer.

Has made it possible for
the State Clearinghouse in Florida
to advance to the exceptional
level it is today.



CAL HENDERSON
Born October 26, 1943
Tampa, Florida

Cal Henderson was born and raised in Hillsborough County and is a graduate of Chamberlain High School. He enlisted in the U.S. Army after graduation and received an honorable discharge, as a Staff Sergeant E-6, in 1964.

In 1965, he began his career in law enforcement with the Tampa Police Department. In 1967, he joined the United States Border Patrol, where he served for 18 months, stationed on the California/Mexico border. Cal Henderson then served a tour as a civilian with the CIA in South Vietnam, training and advising the Vietnamese National Police.

In 1969, he joined the Hillsborough County Sheriff's Office as a patrolman, where he worked his way up through the ranks to colonel, prior to his election as Sheriff of Hillsborough County in January, 1993. For 11 years, he served as a Major in each of the operational divisions of the Sheriff's Office, and on July 1, 1985, he was promoted to Colonel in charge of the four divisions of the Enforcement Operations Department.

Sheriff Henderson attended college part-time and graduated from the University of South Florida, where he attained both a Bachelor of Arts and a Masters Degree, with honors. He has taught at Hillsborough Community College and the University of South Florida, as an adjunct professor. He is a graduate of the F.B.I. National Academy and is currently President of the Florida National Academy Chapter.

Sheriff Henderson is actively involved in numerous civic, professional and community-related organizations.

Sheriff Henderson is married to Jeanne, and has two grown children.

*Advisory Board member to
M/CAP and Fox Valley
Technical College missing &
Exploited Children Task Force Program*



WANDA KEYES HEARD
EXECUTIVE ASSISTANT U.S. ATTORNEY
MIDDLE DISTRICT OF FLORIDA

Ms. Heard has been the Executive Assistant to the United States Attorney, Charles R. Wilson for the Middle District of Florida since 1994. The United States Attorney's office in the Middle District of Florida includes four branch offices in Orlando, Tampa, Ft. Myers and Jacksonville with a total of 103 federal prosecutors in the Criminal, Civil and Appellate Divisions.

Ms. Heard received her legal education at the University of Maryland School of Law, where she obtained her Juris Doctorate degree in 1982. She attended the University of Maryland, Baltimore County, where she received her Bachelor of Arts degree in 1979. During her fourteen year legal career, she has been a congressional and judicial clerk, prosecuted on the state and federal levels and has done defense work on the state and federal level. She has been invited to lecture on domestic violence and child abuse at conferences and seminars around the country and in the United States Virgin Islands.

As the Executive Assistant U.S. Attorney, Ms. Heard has been designated as the Child Support Enforcement Coordinator, Violent Crime Coordinator and the Crime Bill Implementation Coordinator for the Middle District of Florida. Ms. Heard is also responsible for the development of a federal multi-disciplinary team approach to the investigation and prosecution of child abuse cases occurring in the Middle District as well as the implementation of the federal interstate domestic violence statutes in the District.

In addition to the various other Department of Justice initiatives she oversees, Ms. Heard directly supervises the Law Enforcement Coordinator Manager (LECM), the Victim/Witness Coordinator, the USAO Speaker's Bureau, USAO Adopt-a-School Program, the Weed and Seed prosecution effort and other special projects of the U.S. Attorney within the Middle District of Florida.

Ms. Heard is married and has a 10 year old daughter.



**SHAY BILCHIK
ADMINISTRATOR
OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
U.S. DEPARTMENT OF JUSTICE**

Shay Bilchik was confirmed by the United States Senate as Administrator, Office of Juvenile Justice and Delinquency Prevention (OJJDP) in the Department of Justice on October 7, 1994, and sworn in on October 11, 1994. He previously served as Associate Deputy Attorney General in the Office of the Deputy Attorney General.

As Administrator, Mr. Bilchik is responsible for the agency congressionally mandated to lead the effort to address the public safety issues of juvenile crime and youth victimization. OJJDP leadership responsibilities include: identifying effective strategies for addressing juvenile crime through research; coordinating, implementing and supporting effective programs and encouraging innovative approaches to deal with existing and emerging juvenile justice issues; developing priorities and goals and setting policies to guide federal juvenile justice issues; providing technical assistance and training to essential components of the juvenile justice system; and dissemination of information on juvenile justice trends, programs and new approaches.

Mr. Bilchik began his career in 1977 as an Assistant State Attorney for the 11th Judicial Circuit of Florida in Miami. In 1979, he was promoted to Juvenile Division Chief and later to Deputy Chief Assistant for Administration. In 1985, he became the Chief Assistant for Administration and was responsible for administering an office of over 200 attorneys. He had supervisory authority over juvenile prosecution programs including those involving prosecution of juveniles as adults in the Criminal Division. He also established and had oversight responsibility for the Child Advocacy Center, which is a multi-disciplinary intake unit for cases involving victims of child abuse.

As a prosecutor, Mr. Bilchik served as the coordinator of a number of special programs including the Police-Juvenile Prosecutor Liaison and the School-Juvenile Prosecutor Liaison Projects. He has lectured extensively on juvenile justice issues and served on the faculty of the National Council of Juvenile and Family Court Judges. In addition, he was the author of the Court Handbook for Dade County Lawyers, Juvenile Practice Section, 1980 and "Prosecuting Juveniles in Criminal Courts -- An Empirical Analysis," 1984.

Mr. Bilchik has served on numerous task forces and advisory committees dealing with juvenile delinquency and drug abuse issues. He was also involved in the drafting of a number of juvenile justice and child abuse legislative proposals in the State of Florida.

Mr. Bilchik received his education at the University of Florida where he earned his B.S.B.A. degree in 1975 and his J.D. in 1977. He and his wife Susan have two children -- Melissa age 14 and Zachary age 12.

11/20/95



**AMERICA WORKING TOGETHER TO
BRING OUR CHILDREN HOME
TAMPA, FL
SEPTEMBER 25-27, 1996**

LOGISTICS

Tuesday, September 24

8-10 pm - Preregistration (Cammy and FDLE staff)

Wednesday, September 25

7:15-8:15 am - Registration (Cammy/Helen)

8:20 am Ron asks everyone to be seated; lights are dimmed

8:30 am Show Missing Children video; lights back on

8:35 am Ron introduces himself and comments about the children on the video (one being from each of the 50 states represented here at this workshop).

States goal of workshop is to ***enhance the nation's response to missing children and their families by encouraging a cooperative and coordinated approach by public and private agencies.***

All 50
states
Canada X

Ron states "LADIES AND GENTLEMEN, PLEASE STAND FOR THE ENTRANCE OF THE NATIONAL COLORS AND REMAIN STANDING FOR THE NATIONAL ANTHEM". The color guard will proceed to the center front of the hall, halt, and face the audience. The state flag will be lowered and the guards will render the rifle salute.

When the color guards have rendered the salute, Ron will state "THE NATIONAL ANTHEM WILL BE SUNG BY MISS KRISTEN BROWN OF ROLAND PARK ELEMENTARY SCHOOL".

Kristen Brown, age 13, is an honor roll student and attends Roland Park Middle School in Tampa as an 8th grader. She is an accomplished singer and has been a National Anthem singer for the Philadelphia Phillies and Tampa Bay Mutiny National Soccer Team and has performed for General Norman Schwarzkopf.



Kristen is a member of "Entertainment Revue", a 20-girl ensemble that performs over 30 shows a year. She is also lead singer for a new pop group called "F-L-A" in which Motown and Arista Records have expressed interest.

Kristen has just finished her first music video and demo record with F-L-A and will be performing at the Apollo Theatre in New York in January.

After the National Anthem has been sung, the state flag will automatically be raised to the carry position and each color guard will place the rifle on his/her shoulder. When this has taken place, Ron then states, "LADIES AND GENTLEMEN, PLEASE REMAIN STANDING FOR THE RETIREMENT OF THE NATIONAL COLORS". When the colors have departed Ron will announce, "LADIES AND GENTLEMEN, PLEASE BE SEATED".

Ron recognizes students that made banner:

Karen Shanberg's 6th grade class
W.J. Bryan
Tampa, Florida

Trevor Brown
Erika Shuler
Zachery Scudder
Catalina Garcia

Color Guard

Hillsborough High School

Army J ROTC Color Guard

Under ~~Direction~~ Lt. Col
~~Command~~ McGinnis

OF Color
Guard
Katie

Ron introduces Wanda, Cal, Tim, and Shay

Wanda speaks for 3-4 minutes

Cal speaks for 3-4 minutes

Tim speaks for 15 minutes

Shay speaks for 15 minutes

Bells of Love a group
who perform with for Sara
Ann Ward from
Syracuse
written by Lisa Mesgreen

Ron goes through agenda for the workshop; tell everyone that there is an **evaluation** in the front pocket of the manual and it will be collected at the end of the workshop; announces the AMECO meeting on Friday; goes through housekeeping stuff (bathroom, telephone locations)

9:15 am Take break

During break, dim lights except track lights or spotlights

9:30 am Margie reads story

TAP
to President
Bio's

Presenters for this section have 10 minutes each to respond to Margie's story. Presenters must go to podium for video crew. Mike facilitates this section after presenters are done. Mike needs to stand at podium. He must give a 2 minute pause after Roy is done with his 10 minutes so video crew can change the tape.

11:30 am Ron comes on for questions/discussion.

*Ameco puts
podium P.M.*

Ron explains about lunch on own. Restaurants located near or at hotel:

at hotel: Shula's Steak House
Courtyard Cafe
Grand Slam Sports Bar
Shula's "No Name" Lounge
outside: Steak and Ale
Westshore Mall Food Court

*Bring Down
up*

*Clarify
that outside
of LGE / other
org. helped*

Tell people where to sit when they return (red on one side; blue on another). They must sit in exactly the same seat the next day for the other workshop. Tell about social event for evening. Tell them to reconvene at 8:00 a.m. the next morning. **Remind about evaluation.**

*Red - Marked
Blue*

Hotel will pull the wall at lunch and rearrange tables/chairs.

1:00 pm Marketing workshop must be videotaped the first day when Phil Keith is presenting. Marketing workshop will be in West side of ballroom.

Thursday, September 26

8:00 am Ron welcomes everyone back and recaps the day before

Gary does the "pig" exercise

walks thru Day Agenda

Ron explains about lunch on own and that everyone should reconvene after lunch at 1:00 p.m. Tell everyone that the workshops will be repeated and that they should be sitting in exactly the same seat as the day before. **Remind about evaluation.**

Ron tells everyone they can refresh their coffee while hotel staff pulls wall.

8:30 am Videotape Superhighway workshop (West side of ballroom)

Wall is moved back; room setup is changed at lunch to be the same as the first morning.

1:00 pm Helen facilitates "Compassionate Response" afternoon.

4:30 pm End of day, Ron tells everyone about the social event for the evening.
Tell everyone to reconvene at 8:30 a.m. the next morning and tell them where to look for their teams (section 5 of manual) **Remind about evaluation.**

Friday, September 27

8:30 - Ron does wrap up of day before; sends teams off with their facilitators

10:30 - Ron and Pat facilitate the reports back from the groups

11:45 - Ron introduces Roy Stephens

Roy speaks for 4-5 minutes on AMECO

Ron introduces Colleen Nick

Colleen tells her story

Ron reminds everyone to complete the evaluation located in the front pocket of the manual

Ron tells everyone that certificates will be mailed

Ron recognizes and thanks OJJDP staff, FVTC staff, NCMEC staff, the Ryces, and Colleen Nick for their help with workshop

Evaluations are collected as people adjourn from room

12:15 pm Ron has 1/2 hour meeting with presenters/facilitators

AMECO meets in room from 1:30 - 4:30 p.m.

Copies to: Ron Laney
Mike Medaris
Pat Finley
Phil Condu
Eileen Garry
Helen Connelly
Cammy Newell
Video crew: Dave Bunnow
Chad Blohowiak
Gary Gawinski



Office of Juvenile Justice and
Delinquency Prevention

U.S. Department of Justice
Office of Juvenile Justice and Delinquency Prevention
Fox Valley Technical College

OJJDP 1997 REGIONAL TRAINING PROGRAMS

PROGRAM	DATE	LOCATION
CAE-TIP (Child Abuse and Exploitation Team Investigative Process)	03/17-21/97	Austin, TX
CAE (Child Abuse and Exploitation Investigative Techniques)	04/07-11/97	St. Louis, MO
REMAC (Responding to Missing and Abducted Children)	04/21-25/97	Portsmouth, NH
CAE-TIP (Child Abuse and Exploitation Team Investigative Process)	05/12-16/97	Baltimore, MD
CSE (Child Sexual Exploitation Investigations)	05/12-16/97	
CAE (Child Abuse and Exploitation Investigative Techniques)	07/21-25/97	Anchorage, AK
CAE (Child Abuse and Exploitation Investigative Techniques)	08/11-15/97	Seattle, WA
CSE (Child Sexual Exploitation Investigations)	08/11-15/97	

DATES AND LOCATIONS OF ALL PROGRAMS ARE SUBJECT TO CHANGE.

-over-

PROGRAM	DATE	LOCATION
CSE (Child Sexual Exploitation Investigations)	10/06-10/97	Appleton, WI
CAE-TIP (Child Abuse and Exploitation Team Investigative Process) CSE (Child Sexual Exploitation Investigations)	11/03-07/97 11/03-07/97	Savannah, GA

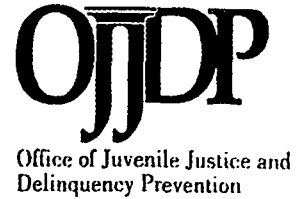
DATES AND LOCATIONS OF ALL PROGRAMS ARE SUBJECT TO CHANGE.

For more information, contact: **FOX VALLEY TECHNICAL COLLEGE**
Criminal Justice Department/OJJDP
1825 N. Bluemound Drive
Appleton, WI 54914
Phone: (800) 648-4966
FAX: (414) 735-4757
<http://www.foxvalley.tec.wi.us/ojjdp>

9/96



OFFICE OF JUVENILE JUSTICE
AND DELINQUENCY PREVENTION
FOX VALLEY TECHNICAL COLLEGE



MISSING AND EXPLOITED CHILDREN TRAINING PROGRAMS

CHILD ABUSE and EXPLOITATION INVESTIGATIVE TECHNIQUES

This course is designed to enhance the skills of law enforcement and other justice system agencies including child protective services involved in the investigation of child abuse, sexual exploitation of children, child pornography, and missing children cases. The training provides valuable information in the areas of recognizing the signs of physical/sexual abuse, evidence collection and preservation, case preparation for prosecution, interviewing victims/offenders, liability issues, child prostitution, CPS perspective, and investigating techniques for abuse and missing cases. **Length of class is 4-1/2 days.**

Target audience: Law enforcement investigators, child protective services workers, and other juvenile justice system officials involved in the investigation of child abuse, exploitation, and missing children.

CHILD ABUSE and EXPLOITATION TEAM INVESTIGATIVE PROCESS

CAE-TIP is an intensive "team" program designed for a four member local team. The focus of this program is the development of an interagency process and protocols for the enhanced enforcement, prevention and intervention of child abuse cases. Hands-on, team activity involving investigations, case preparation and prosecution form the basis of this fast-paced offering. Teams are assisted in the development of their own interagency implementation plan for the improved management and investigation of these important and sensitive cases. **Length of course is 4-1/2 days.**

Target audience: Attendance for this course requires team participation. Teams must include an *executive or administrative* representative from law enforcement, prosecution, social services, and the medical field. Maximum on a team is six individuals. **Individual enrollees will not be accepted; registration must be for a team.**

CHILD SEXUAL EXPLOITATION INVESTIGATIONS

This course is designed to provide law enforcement professionals with the information necessary to properly understand, recognize, investigate, and resolve child sexual exploitation. During this class, the participant will understand the behavior of the child predator, obtain complete understanding of how a child predator solicits and accomplishes his/her sexual satisfaction, gain enough expertise to obtain search warrants and learn how to execute them. Topics covered include computer child exploitation, missing children, child prostitution, interviewing the victim, suspect interrogation, prosecution, Federal agencies' roles and resources, Federal statutes, case enhancement/victim services, and managing the child exploitation problem. **Length of class is 4-1/2 days.**

Target audience: Law enforcement investigators, child protective services workers, and other juvenile justice system officials involved in the investigation of child sexual abuse, exploitation, and missing children.

MISSING and EXPLOITED CHILDREN

This course is intended as a compliment to the *Child Abuse and Exploitation* offering and presents more advanced concepts regarding the investigative process for the experienced investigator. Interagency development/process, advanced interviewing techniques, advanced techniques for missing children cases, and advanced techniques for child exploitation are covered in this course. **Length of course is 3 days.**

Target audience: Experienced law enforcement investigators and other juvenile justice system officials involved in the investigation of child abuse, exploitation and missing children.

RESPONDING TO MISSING and ABDUCTED CHILDREN

The purpose of this program is to provide law enforcement and other professionals with the information necessary to properly understand, recognize, investigate, and resolve missing and abducted children cases. Topics covered include: investigation of nonfamily abductions, family abductions, investigation of runaway/throwaway children, victim impact, reunification/recovery, media, case management, and case enhancement resources. **Length of class is 4-1/2 days.**

Target audience: This training is open to law enforcement investigators, child protective service workers, and other juvenile justice system officials involved in the investigation of missing and abducted children.

OJJDP TRAINING PROGRAM ACCESS

The training offered by OJJDP is coordinated by a contractor, Fox Valley Technical College in Appleton, Wisconsin. Participant applications may be received by Fox Valley Technical College for these course offerings at any time prior to the planned event. Program participants may attend any event regardless of location. Qualified participant applications are approved on a first come basis. The tuition, student materials, instructional cost, and lodging will be provided by OJJDP. The participant is responsible for transportation, meals, and incidental expenses. A confirmation letter will be sent to all participants pending OJJDP approval. Daily attendance is required for all courses.

TECHNICAL ASSISTANCE

These same courses may be conducted on-site as technical assistance to requesting jurisdictions. The requesting jurisdiction must provide all course recruitment, participation notification, the training facility and other related logistics. The requesting jurisdiction must also provide for instructor lodging, meals and ground transportation costs. Instructor fees and air transportation are provided by the OJJDP.

For further details and registration information, call or write:

**OJJDP Training
Criminal Justice Department
Fox Valley Technical College
1825 North Bluemound Drive
PO Box 2277
Appleton, WI 54913-2277**

**PHONE 800-648-4966
FAX 414-735-4757
<http://www.foxvalley.tec.wi.us/ojjdp>**



REGISTRATION FORM

Office of Juvenile Justice and Delinquency Prevention

Program Title: _____

Program Dates: _____

Program Location: _____

Name: _____

Title: _____

Department/Agency: _____

Address: _____

Phone: _____ FAX: _____ Sex: Male ☐ Female ☐

Total Years Experience _____

Do you request lodging? Yes ☐ No ☐ Smoking Room: ☐ Nonsmoking Room: ☐

Arrival Date: Month _____ Day _____ Year _____

Departure Date: Month _____ Day _____ Year _____

Supervisor's Signature _____ Date Signed _____

Supervisor's Name _____ Supervisor's signature required for participation.

The tuition, student materials, instructional cost and double-occupancy lodging (you will be matched with a roommate) will be provided by the Office of Juvenile Justice and Delinquency Prevention (OJJDP). The participant is responsible for transportation, meals, and incidental expenses. A confirmation letter will be sent to all participants pending OJJDP approval. Confirmation letters will be mailed 4 weeks prior to training.

Please return this registration form to:

Cammy Newell
Fox Valley Technical College
Criminal Justice Department/OJJDP
1825 North Bluemound Drive
P.O. Box 2277
Appleton, WI 54913-2277

If you prefer, you may fax your registration form to 414-735-4757. Registration is on a first come basis--space is limited, so please register early. Questions regarding registration may be telephoned to Cammy or Judy at 800-648-4966.



TEAM REGISTRATION FORMS

Office of Juvenile Justice and Delinquency Prevention

Program Title: _____

Program Dates: _____

Program Location: _____

Name: _____

Title: _____

Department/Agency: _____

Address: _____

Phone: _____ FAX: _____ Sex: Male ☐ Female ☐

Total Years Experience _____

Do you request lodging? Yes ☐ Smoking Room: ☐

No ☐ Nonsmoking Room: ☐

Arrival Date: Month _____ Day _____ Year _____

Departure Date: Month _____ Day _____ Year _____

Supervisor's Signature _____ Date Signed _____

Supervisor's Name _____ Supervisor's signature required for participation.

The tuition, student materials, instructional cost and single-occupancy lodging will be provided by the Office of Juvenile Justice and Delinquency Prevention (OJJDP). The participant is responsible for transportation, meals, and incidental expenses. A confirmation letter will be sent to all participants pending OJJDP approval. Confirmation letters will be mailed 4 weeks prior to training.

Please return this registration form to:

Cammy Newell
Fox Valley Technical College
Criminal Justice Department/OJJDP
1825 North Bluemound Drive
P.O. Box 2277
Appleton, WI 54913-2277

If you prefer, you may fax your registration form to 414-735-4757. Questions regarding registration may be telephoned to Cammy or Judy at 800-648-4966.



100

100

100

TEAM REGISTRATION FORMS

Name: _____
Title: _____
Department/Agency: _____
Address: _____

Phone: _____ FAX: _____ Sex: Male ☐ Female ☐

Total Years Experience _____

Arrival Date: _____

Departure Date: _____

Smoking Room: ☐

Nonsmoking Room: ☐

Supervisor's Signature _____ Date Signed _____

Supervisor's Name _____ Supervisor's signature required for participation.

Name: _____
Title: _____
Department/Agency: _____
Address: _____

Phone: _____ FAX: _____ Sex: Male ☐ Female ☐

Total Years Experience _____

Arrival Date: _____

Departure Date: _____

Smoking Room: ☐

Nonsmoking Room: ☐

Supervisor's Signature _____ Date Signed _____

Supervisor's Name _____ Supervisor's signature required for participation.

Name: _____
Title: _____
Department/Agency: _____
Address: _____

Phone: _____ FAX: _____ Sex: Male ☐ Female ☐

Total Years Experience _____

Arrival Date: _____

Departure Date: _____

Smoking Room: ☐

Nonsmoking Room: ☐

Supervisor's Signature _____ Date Signed _____

Supervisor's Name _____ Supervisor's signature required for participation.



Throwaway

Team G

Facilitator—Pat Finley

Location—National Louis University Boardroom

The sergeant in charge of the juvenile unit of Midtown has just called requesting your assistance. He has a 14-year-old female in custody, who refuses to identify herself. He's asking advice on how to proceed.

What would you suggest?

21

10



Thanks to your suggestions the child has been identified as Tanya Jones. Her “home” address is believed to be in a city approximately 500 miles away, in another state. The sergeant has called that city’s police department but has received little cooperation.

How could you help him?

Tanya has now been in custody for 5 hours. The city police department where Tanya lived has investigated and found that Tanya's father's whereabouts is unknown. Her mother is incarcerated on drug and prostitution charges. The sergeant is looking for solutions. He's afraid that Tanya will return to the street if she is not held securely. The only facility available to him is a local shelter, already overcrowded.

What do you suggest should be done now?



Tanya has finally opened up to a police officer. She has told the officer that her mother didn't want her and that she left home shortly before her mother was arrested. At first she stayed with friends. Then she stole. For the last six months she has been prostituting herself in a seedy part of town. The only real "friends" she has are her co-workers and her man, "Jammie." She asks the police officer to call and see if Jammie will come get her. The officer has had little experience with this type of child.

Can you offer any suggestions/assistance?



After much counseling and support, Tanya has agreed to testify against “Jammie.” Someone needs to plan for her future, however. Since you have been involved with her case from the beginning (now 60 days old), the local juvenile/family court judge is interested in your opinion. A court investigator has called and asked for your recommendations. Tanya has been found to be a “dependent” child and the court must decide what to do.

Based on your knowledge and experience, what would you recommend? Could you help the court find a responsible relative?



The Rest of the Story

It appears as though Tanya is going to make it. Thanks to a check of driver's license data, Tanya's aunt was located in another state. Though she and Tanya's mother had not seen each other since they were children, she appears to be stable, married, and willing to try and help Tanya. After passing a background check, she is awarded custody temporarily by the court.



Family Abduction II

Team B

Facilitator—Nancy Saitta

Location—West Section of Ballroom

Alan's parents, Fred and Vera, split up when he was 3 years old. Vera was granted full custody due to Fred's drinking problem, among other reasons. The divorce was very bitter. Fred had a record of passing out drunk when he was supposed to be watching Alan.

For the first two months Fred had visitation rights, Alan would be returned frightened and withdrawn. Supervised visitation was ordered. After two months of supervised visitation, one day while the supervisor was distracted, Fred grabbed Alan and ran out the door. Vera promptly notified police.

It has now been 5 days and Vera is frantic. She is calling your organization asking for help.

What can you do to help?



Family Abduction II—Team B

The case has dragged on. It seems as though Alan has dropped off the face of the earth. Five years have gone by. Vera continues to look but it (the case) appears that the authorities are doing little or nothing.

Vera has decided to hold a press conference on the doorway to the police department. She plans to blast the police for not finding her son. She trusts you and calls you to ask for your support when she holds the conference.

What will you do?



Thanks to your suggestions Vera had decided to take a different approach. NCMEC has prepared an age progression photograph of Alan and circulated it widely.

Numerous leads and sightings have been reported. Several of them have focused on Springfield. One report has Alan enrolled at Springfield Elementary School.

The local police have contacted the Springfield Police Department but have not gotten a satisfactory response. According to local police, Springfield Police called the school and were told that there was no student at Springfield Elementary with Alan's last name. They refuse to do anything else.

Local police informed Vera of the dead end. Vera believes that the lead needs more follow up. She once again asks you for advice.

What can you do to help?



Your efforts have paid off. Springfield Police Department investigated further and learned that a student matching Alan's description is living in a sleazy motel approximately ½ mile from school. They checked the motel and interviewed the child and his father. It was Fred and Alan. Alan was placed in a shelter, awaiting Vera's arrival. Fred was arrested.

Vera's joy was short-lived. When contacted, the local prosecutor's office declined to extradite. They have advised Springfield to release Fred. Angry and frustrated, Vera calls you and asks what to do.

What would you recommend?



Vera flew immediately to Springfield. The police met her flight and drove her immediately to the station. Another police car brought her son from the shelter. On arriving at the station, reporters and TV cameras were everywhere.

Vera and her son were reunited at the police station. He had no idea who she was. After 15 minutes and a few questions from the press, Vera was returned to the airport along with her son. She has just called you in tears from the airport. She wants you to meet her flight, due in two hours.

What suggestions would you make?

S256F96



...

Runaway

Team D

Facilitator—Helen Connelly

Location—National Louis University Boardroom

Your clearinghouse is contacted by a teacher at a junior high school in your state. The teacher has a 14-year-old boy in her class who has been placed in foster care by your state Department of Social Services (DSS). He had been picked up by the police because he was just wandering around the streets in a large city. The child claims that his parents abandoned him. He refuses to give authorities any information about his past or his parents. Other than his name, the only other information he has admitted is that he was born in Beatrice, Nebraska, on November 11. The teacher feels that there is more to the story. She feels the child is a runaway and she wants you to try to identify the child and locate his parents.

After listening to the teacher and gathering the details, what steps do you take?



As a clearinghouse, you begin documenting your case opening. Following routine, you do an inquiry on NCIC using the name the child gave with a DOB of 11/11 and subtracting his age (14) from the current year to obtain a current DOB. You even search the year of birth on NCIC by 3 years, plus and minus. You receive “negative” results in all searches.

You contact NCMEC and other NPOs to determine if they have any cases fitting the boy’s description. Again, you come up with “negative” results.

What can you do next?

You contact the Nebraska Clearinghouse and ask them to check with their Bureau of Vital Records in the town of Beatrice to determine if there is any record of birth for a child with the same name born on November 11, 14 years ago. You learn from the clearinghouse that there was a child with the same name born on 11/11 in Beatrice. You also obtain the birth mother's name and learn that she was born in Illinois.

What are your next steps?

You decide to contact the Illinois Clearinghouse to try and obtain some additional information on the “mother.” Searching through their state files, the Illinois Clearinghouse is able to provide you with the mother’s date of birth.

You perform a nationwide drivers license search. From the DMV search results you obtain a current address for the mother in Iowa.

What do you do next?



You contact the Iowa Clearinghouse. As soon as you mention the child's name, clearinghouse staff make the connection and tell you that the boy is a runaway from Iowa. The clearinghouse also tells you that the boy had been adopted. While on the run, however, he had been using his birth name, not his adoptive name. You learn that not only had the police agency entered the child on NCIC under his adoptive name only but they entered the wrong date of birth. At least now you know why you kept coming up with negative NCIC results.

You also learn from the Iowa Clearinghouse that the boy had been a troubled youth. He had come from a family of six children. His natural father had been an alcoholic and had been very abusive. His mother was a typical victim of the domestic violence syndrome and did not provide the protection and stability the children needed. The boy and his younger brother were removed from the home and had been adopted. The boy had difficulty adapting to his new family and had run away.

Now that you know you are dealing with a runaway situation, what is your next step?



• • Runaway—Team D

You notify the investigating agency that the child is currently living in foster care in your state. Since you now know about the boy's troubled past and since the boy is in your state, even though it may be only for a short time now, what services can you offer him?



You contact your state Department of Social Services and the high school teacher and inform them of the complete story. You give them the names, addresses, and telephone numbers of the child's caseworker in Iowa, the investigating officer, and the adoptive parents. You request that your state DSS provide counseling to the child to prepare him for his return to Iowa and you work with the Iowa Clearinghouse to oversee the child's reunification process so that the child receives follow-up counseling he so desperately needs.

S256G96



Family Abduction

Team E

Facilitator—Roy Stephens

Location—National Louis University Boardroom

You receive a call from an angry man, George. He is upset because his son, Denzel (according to him), was kidnapped by his ex-wife, Erica, two years ago. He tells you he reported it to police but that they have done nothing. He asks for your help.

What will be your course of action?



Your research into Denzel's case has revealed the following: Denzel is now six years old. He is believed to be living in Germany with his mother's family.

Denzel's parents married when his father was stationed in Germany while serving with the U.S. Army. After moving back to the U.S., the marriage failed. Rather than wait for the courts to resolve the issues, Erika took Denzel and disappeared.

When you checked with the responsible law enforcement agency, you found that Denzel was not entered into NCIC and that no case was initiated due to the fact that there was no custody order when it was initially reported.

What should be done now?



Even though his is unemployed and has no financial resources, your suggestion to George that he contact Legal Aid and obtain custody has been followed. He has obtained legal custody of Denzel. The local police have opened a case and placed Denzel in NCIC. They have just called you because they are unsure what to do next.

What would you suggest?



Good news! Thanks to your suggestions, Denzel has been found, living with Erica's parents in Germany. He speaks little English, but, according to reports is healthy and happy. He had been told his father was dead.

German authorities, cooperating with U.S. authorities, have convinced Erica's parents to voluntarily surrender Denzel to State Department Officials.

The State Department has just called George with the good news that Denzel is now at the U.S. Embassy in Bonn, Germany, and that George can come get him. Unfortunately, George is without resources. He has just called you for advice.

What can be done?

Thanks to your suggestions, George and Denzel have been reunited and have returned to the U.S. George has found employment and Denzel spends his days at kindergarten or at George's parents. He has been in the U.S. for two months but cries frequently and misses his maternal grandparents. His adjustment has not gone well. George is busy driving a cab during the day and working three nights a week at a convenience store.

You have just received a call from George that Denzel is missing again. He has reported the disappearance to police. A short time later, George calls to report that police have located Denzel downtown. He apparently was running away from home. George trusts you. He asks for your advice.

What suggestions would you make?

Nonfamily Abduction

Team F

Facilitator—Georgia Hilgeman

Location—National Louis University Boardroom

A local police department notifies your clearinghouse or nonprofit that they have a report of a missing child, “Kevin.” The child is a black male, six years old, described as “autistic” and the only words he speaks is “I gotta go.” The child traveled from his home in Springfield, Massachusetts to Florida with his mother, father, brother, sister, two aunts, and an uncle. The family was vacationing and planned to stay with and attend a high school graduation ceremony of a family member who resides at an apartment building in the city. The apartment is located in a four-building apartment complex. The family arrived at the apartment at approximately 1:20 a.m. on June 8, 1996. Upon arrival, the father parked the van in the “no parking zone” adjacent to the apartment building. He was confronted by the security guard who instructed him to move the van once they unloaded their luggage.

According to independent interviews of the mother and the father, both stated that prior arrangements were made that the father and the uncle would spend the night at the Days Inn located approximately 20 minutes away from the apartment complex. When the father departed, Kevin became very upset and would not settle down. The mother took Kevin into the parking lot to show him that the van was gone as his father had left to go to the motel. This occurred at approximately 0400 hours. At approximately 0420 hours the mother telephoned Kevin’s father to tell him she could not get Kevin to quiet down and go to bed. The father offered to come back to the apartment and take Kevin to the motel. The mother told him not to come as she would try to calm Kevin. The mother reported that at approximately 0500 hours Kevin went to bed with her and the niece. At approximately 0610 hours she awoke to find Kevin missing. She found his red shirt and underwear on the floor in the living room. She woke the aunt and niece and they do a cursory search outside to no avail. The security guard told her he observed a clothed, black male child walking behind a black male adult an hour earlier. They were headed toward the parking lot.

The local police department received the missing child call at 0623 hours.

There is a canal approximately 50 feet to the rear of the apartment complex. There is a dock and bridge over the canal. The police locate a witness who advises she observed a clothed black male child sitting on the dock at approximately 0500 hours.

You get the call at 11:30 a.m. from the local police sergeant who is working the case. The agency is very small and they do not have a large amount of resources. They want to make sure they are tapping into every resource they can and ask for your help.

What advice do you give them? What services can you provide for them in this case?

After the father is interviewed at police headquarters he spends most of the day standing in the parking lot of the apartment building where the police have established a command post. The mother spends most of the time in the apartment with the exception of about one hour when she went for a ride with the aunt. The mother is visibly shaken. The father is stoic up until approximately 1430 hours at which time he displays signs of fatigue and stress. The aunt and uncle attend the niece's graduation along with the niece's mother.

The police officers on the scene are focusing on the investigation and have not been able to spend a lot of time with the family.

What services would you offer at this point in time?



Nonfamily Abduction—Team F

The police department has interviewed the family and feels pretty comfortable with the parent's story. They still feel the need to investigate a little further. They are curious to know about their lives in Springfield and if there were any abuse complaints or other problems in the household.

How can you help them?

A check with the Springfield, Massachusetts police and the Child Welfare Services reveals no record of criminal activity or reports of abuse and no calls of domestic violence to the home.

At about 1530 hours you receive an update from the police department. The security guard, who speaks little English as he is Haitian and who said he saw a black male child at about 0600 hours near the canal with an adult male, is administered a polygraph. The test was given with the assistance of a translator, and the results are inconclusive.

The police are still canvassing the area and are using search and rescue teams including divers and canine. So far no luck in the search.

What next steps can you take?



THE REST OF THE STORY

Two days later, Kevin's body was found in the canal near the apartment building. Autopsy results indicated that the child's body was caused by drowning. Foul play was not suspected. The family had very little money and was not sure how they were going to get back to Massachusetts with Kevin. The local police department and victim advocates raised the money to fly the family and the child's body back home.

1111
1111



Nonfamily Abduction

Team A

Facilitator—Diane Vigars

Location—West Section of Ballroom

You are contacted by the parents of a 9-year-old boy, whose child has been missing since 3:00 p.m. that day. It is now 5:30 p.m. They have already notified local law enforcement who have been on the scene for a few hours. The circumstances indicate that the child was let off the school bus alone, four neighbors' yards from his home. The parents indicate that their son had no known problems at school, no clothes are missing from the house, and he always comes directly home, dropping his book bag at the door. The parents have not found the book bag anywhere between the bus stop and the house.

After listening to the parents and gathering the details, what are you going to do?



You thought to verify the information and contact the local agency of jurisdiction. This is what you learned . . .

The agency of jurisdiction provides you with a contact name of an investigator and requests that all inquiries on the case are referred to her. They inform you that they have searched the immediate area, but to no avail. They have confirmed the child was at school, his day was normal, and he was let off the bus by his driver at 3:12 p.m. The driver recalls seeing him in his rearview mirror walking towards his home in a light drizzle. None of the workers in the groves and nurseries around the area were able to provide any leads. They are working this case as an abduction.

What do you do next?

What services can you offer the law enforcement agency?

What services can you directly or indirectly provide the parents, and how do you access them?

As a clearinghouse, you begin documenting your case opening. Following routine, you check the child's entry into NCIC. The child is listed as a runaway. What do you do?



You contacted the investigator whose name you were given and provided her with the information. She thanks you and says she will have it corrected.

The next morning, the child's photo appears in all local newspapers and was aired in the region of the state by all the local television stations. Your phone begins to ring off the hook, and calls start coming in with possible sightings, people who want to volunteer, people who will put up money for a reward, and psychics who want to share their dreams or visions in hopes of finding this child. What do you do with this information, and how do you track and disseminate it?



You develop a working arrangement with the local agency and learn that they would like you to fax all your lead information directly to the command post. All individuals who would like to assist or who want to put up reward money are to contact the agency directly.

Regarding volunteers, they would like for the clearinghouse to run criminal history checks on people on the scene and will fax you the list daily.

You receive a call from a person who says, "I saw the red Camaro you are looking for, and I have a partial tag." You have no knowledge of a red Camaro being involved in this case. What do you say or do?



You contacted the command post and spoke with the investigator. You provided them with the information and asked if they would like an off-line search of the tag. You asked if they could keep you updated on possible leads that they are providing the media so you can properly respond to these phone calls.

One month has now gone by in this case. The press is dying down with the only interest coming from the local area. Leads are trickling in. What can you do to assist at this point in this case?



The Rest of the Story

Four months later the child's book bag was found in a trailer a few miles from the child's home. The trailer was being rented by a hired hand who was working on the property. The owner of the property suspected the man of stealing from her and went into the trailer while he was gone. She noticed the book bag and, upon looking inside, immediately recognized the child's name as that of the boy who had been missing. The owner immediately notified the police. The subject was arrested, confessed to the abduction, molestation, and murder of the child and led the police to the child's body. He is currently awaiting trial.

S256E96



**U.S. Department of Defense -
Legal Assistance Offices**

Army Legal Assistance Office
DAJA-LA
Office of the Judge
Advocate General
Room 2C463
Pentagon
Washington, DC 20310-2200
Telephone: (703) 697-3170

Navy Legal Assistance Office
Legal Assistance (Code 36)
Office of the Judge
Advocate General
Department of the Navy
9S25 Hoffman II Building
200 Stovall Street
Alexandria, VA 22332-2400
Telephone: (703) 325-7928

**U.S. Department of Health
and Human Services -
Family and Youth Services Bureau**

**Family and Youth
Services Bureau**
U.S. Department of Health
and Human Services
P.O. Box 1882
Washington, DC 20013
Telephone: (202) 205-8102
Fax: (202) 260-9333

**National Clearinghouse
on Families and Youth**
P.O. Box 13505
Silver Spring, MD 20911-3505
Telephone: (301) 608-8098
Fax: (301) 608-8721

**National Runaway
Switchboard Hotline**
Telephone: 1-800-621-4000

**U.S. Department of Justice -
Child Exploitation and
Obscenity Section**

**Child Exploitation and
Obscenity Section**
Criminal Division
U.S. Department of Justice
1001 G Street NW.
Suite 310
Washington, DC 20530
Telephone: (202) 514-5780
Fax: (202) 514-1793

**U.S. Department of Justice -
Office for Victims of Crime**

Office for Victims of Crime
U.S. Department of Justice
633 Indiana Avenue NW.
Washington, DC 20531
Telephone: (202) 307-5983
Fax: (202) 514-6383

Gopher to:
ncjrs.aspensys.com
World Wide Web:
[http://ncjrs.aspensys.com:
81/homepage.html](http://ncjrs.aspensys.com:81/homepage.html)

**Air Force Legal
Assistance Office**
AFLSA/JACA
1420 Air Force Pentagon
Washington, DC 20330-1420
Telephone: (202) 767-1539

**Marine Corps Legal
Assistance Office**
Legal Assistance Office
Judge Advocate Division
Headquarters, USMC,
2 Navy Annex
Washington, DC 20380-0001
Telephone: (703) 614-1513

**U.S. Department of Defense –
Family Advocacy Program**

Army Family Advocacy Program

Army Family Advocacy Program Manager
HQDA, CFSC-FSA, Department of the Army
Hoffman #1, Room 1407
Alexandria, VA 22331-0521
Telephone: (703) 325-9390
Fax: (703) 325-5924

Air Force Family Advocacy Program

Chief, Family Advocacy Division
HQ AFMOA/SGPS
8901 18th Street, Suite 1
Brooks Air Force Base, TX 78235-5217
Telephone: (210) 536-2031
Fax: (210) 536-9032

Navy Family Advocacy Program

Director, Family Advocacy Program
BUPERS 661
Department of the Navy

Washington, DC 20370-5000
Telephone: (703) 697-6616/8/9
Fax: (703) 697-6617

**U.S. Department of Education –
Safe and Drug-Free Schools Program**

**Safe and Drug-Free
Schools Program**

U.S. Department of Education
600 Independence Avenue SW.
Room 604, Portals Building
Washington, DC 20202-6123
Telephone: (202) 260-3954
Fax: (202) 260-7767

**U.S. Department of Health and
Human Services – National Center
on Child Abuse and Neglect**

**National Center on
Child Abuse and Neglect**

Administration on Children,
Youth and Families
U.S. Department of Health
and Human Services
P.O. Box 1182
Washington, DC 20013-1182
Telephone: (202) 205-8586

**National Clearinghouse
on Child Abuse and
Neglect Information**

P.O. Box 1182
Washington, DC 20013-1182
Telephone: 1-800-FYI-3366
Fax: (703) 385-3206
E-mail: nccanch@calib.com

**U.S. Department of Justice –
Federal Bureau of Investigation/
Child Abduction and Serial Killer Unit**

Contact your local FBI Office (see inside front cover of your local
telephone directory for the number) or:

**Child Abduction and
Serial Killer Unit
Federal Bureau of Investigation**
Quantico, VA 22135
Telephone: (540) 720-4700
Fax: (540) 720-4790

**Morgan P. Hardiman Task
Force on Missing and
Exploited Children**
Federal Bureau of Investigation
Quantico, VA 22135
Telephone: (540) 720-4760
Fax: (540) 720-4792

Marine Corps Family Advocacy Program	Defense Logistics Agency
Marine Corps Family Advocacy	Family Advocacy Program
Program Manager	Family Advocacy Program Manager
Headquarters USMC	Quality of Life Program CAAPQ
Human Resources Division (Code MHF)	Defense Logistics Agency
Washington, DC 20380-0001	8725 John J. Kingman Road, STE 2533
Telephone: (703) 696-2046/7/8	Fort Belvoir, VA 22060-6221
Fax: (703) 696-1143	Telephone: (703) 767-5372
	Fax: (703) 767-5374

**U.S. Department of Justice –
Missing and Exploited
Children's Program**

Missing and Exploited Children's Program

Office of Juvenile Justice and Delinquency Prevention
633 Indiana Avenue NW.
Room 550
Washington, DC 20531
Telephone: (202) 616-3637
Fax: (202) 307-2819

**U.S. Department of State – Office
of Children's Issues**

Office of Children's Issues
Room 4811
Overseas Citizens Services
Bureau of Consular Affairs
U.S. Department of State
Washington, DC 20520-4818
Telephone: (202) 647-2688
Fax: (202) 647-2835
Autofax: (202) 647-3000

Recorded information:
(202) 736-7000
Consular Affairs
Electronic Bulletin Board:
(202) 647-9225
(modem number)
Internet Gopher Address:
DOSFAN.LIB.UIC.EDU

**U.S. Department of Treasury –
U.S. Secret Service**

U.S. Secret Service

Forensic Services Division
1800 G Street NW.
Suite 929
Washington, DC 20223
Telephone: (202) 435-5926
Fax: (202) 435-5603

**National Center for Missing
and Exploited Children**

**National Center for Missing
and Exploited Children**
2101 Wilson Boulevard
Suite 550
Arlington, VA 22201-3052
Hotline: 1-800-THE-LOST
(1-800-843-5678), for the
United States, Canada,
and Mexico

Telephone (International):
001-703-552-9320
Telephone (Business):
(703) 235-3900
TTD: 1-800-826-7653
Fax: (703) 235-4067
World Wide Web:
<http://www.missingkids.org>
Internet e-mail:
77431.177@compuserve.com



**U.S. Department of Justice –
INTERPOL**

INTERPOL

U.S. National Central Bureau
U.S. Department of Justice
Washington, DC 20530

MAIN NUMBER (202) 616-9000
Deputy Chief (202) 616-9000
Admin Support (202) 616-9000
Criminal (202) 616-7220
Financial Fraud (202) 616-3850
State Liaison (202) 616-1051

Chief (202) 616-9000
General Counsel (202) 616-7280
Alien/Fugitive (202) 616-7260
Drug (202) 616-7230
Invest Support (202) 616-3900
State Toll-Free (800) 743-5630

FAX NUMBERS

Main Fax Number (202) 616-8400
Interpol Cryptofax (202) 616-7999

**U.S. Department of Treasury –
U.S. Customs Service**

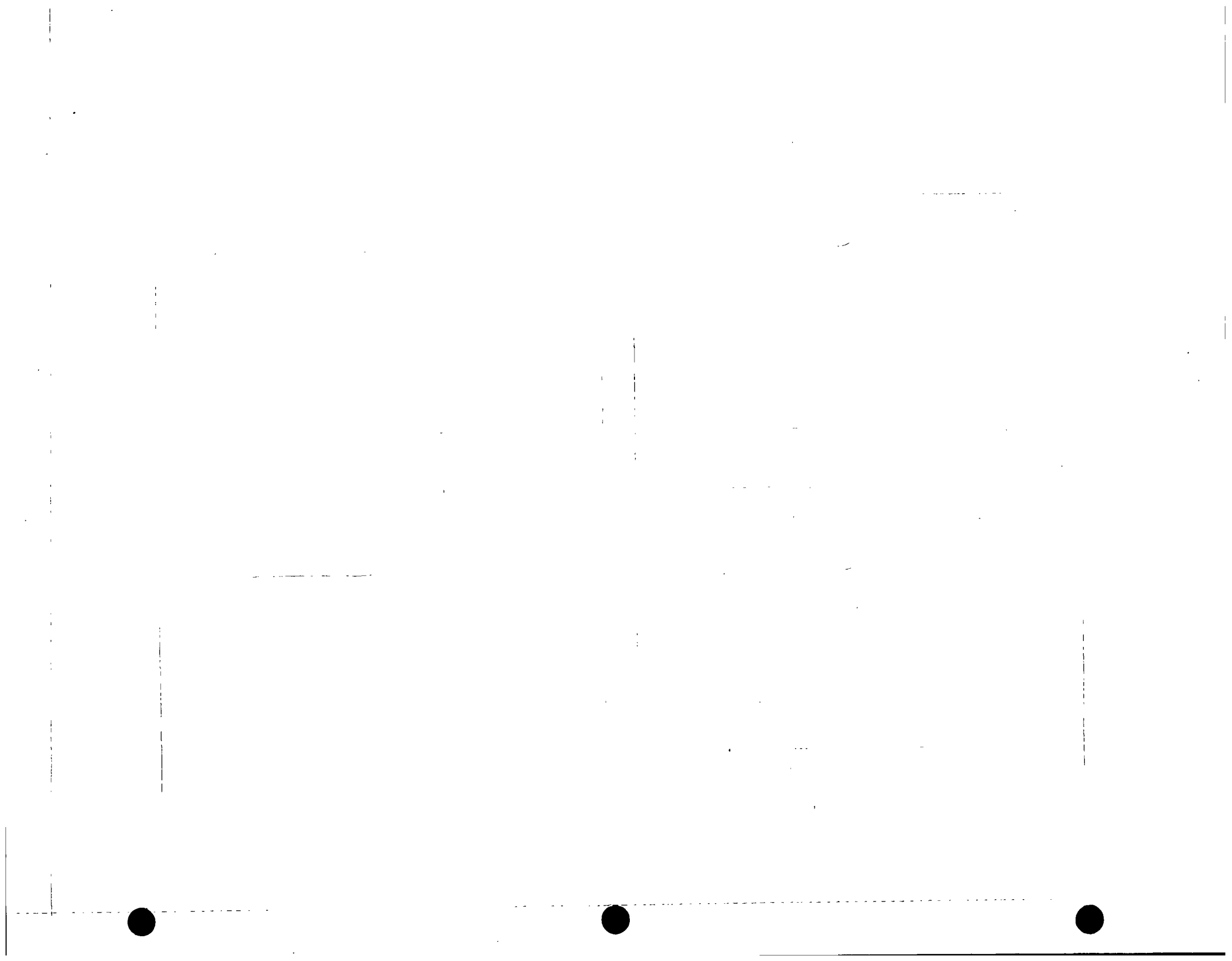
U.S. Customs Service

Office of Investigations
1301 Constitution Avenue NW.
Washington, DC 20229
Telephone: (202) 927-1530
Fax: (202) 927-1985

**U.S. Postal Service – U.S. Postal
Inspection Service**

U.S. Postal Inspection Service

Office of Criminal Investigations
475 L'Enfant Plaza West SW.
Room 3141
Washington, DC 20260-2166
Telephone: (202) 268-4286
Fax: (202) 268-4563









National Center for Missing and Exploited Children

As the nation's resource center for child protection, the National Center for Missing and Exploited Children (NCMEC) spearheads national efforts to locate and recover missing children and raises public awareness about ways to prevent child abduction, molestation, and sexual exploitation. A private, nonprofit organization established in 1984, NCMEC operates under a Congressional mandate and works in cooperation with the U.S. Department of Justice's Office of Juvenile Justice and Delinquency Prevention in coordinating the efforts of law enforcement, social service agencies, elected officials, judges, prosecutors, educators, and the public and private sectors to break the cycle of violence that historically has perpetuated these needless crimes against children.

NCMEC is a national voice, mobilizer, and advocate for those too young to vote or speak up for their own rights—our children. We are working to make our children's childhoods safer ones.

In the twelve short years NCMEC has been in existence, we have had an impressive impact on the fight to end child victimization. Through June 1996 NCMEC has played a role in the recovery of more than **32,000** children, worked more than **49,000** cases involving missing and exploited children, and handled approximately **1 million** telephone calls through our national toll-free Hotline **1-800-THE-LOST/1-800-843-5678**. We have circulated millions of photographs of missing children, trained approximately **138,000** law enforcement officers nationwide, in Canada, and the United Kingdom and printed approximately **13 million** award-winning publications. And yet, there is much more to be done.

Children at Risk

As a society our efforts to prevent crimes against children have not kept pace with the increasing vulnerability of our young citizens. In May 1990 the U.S. Department of Justice released a study reporting that annually there are as many as

- **114,600** attempted abductions of children by nonfamily members.
- **4,600** abductions by nonfamily members reported to police.
- **300** abductions by nonfamily members where the children were gone for long periods of time or were murdered.
- **354,000** children abducted by family members.
- **450,700** children who ran away.
- **127,100** children who were thrown away.
- **438,200** children who were lost, injured, or otherwise missing.

"A Strong, Loud Voice for Children"

In 1990 NCMEC merged with the Adam Walsh Child Resource Center. John and Revé Walsh—founders of the organization and parents of 6-year-old Adam who in 1981 was abducted and murdered in Florida—called upon the new organization to become "a strong, loud voice for children." Today NCMEC is truly a national organization with its headquarters in Arlington, Virginia; the Adam Walsh Children's Fund, based in Florida, focusing upon special projects to reach millions of children and families with positive, nonfearful child safety programs, including the state-of-the-art curriculum, *KIDS AND COMPANY*; and branch offices operating in California, Florida, New York, and South Carolina providing hands-on assistance to families of missing children, advocating legislative changes to better protect children, conducting an array of prevention and awareness programs, and motivating citizens to become personally involved in child protection issues.

To learn more about the missing and exploited child issue and ways that you can join the chorus of voices around the country speaking out to better assist and protect our children, please review our list of publications. From child safety information to detailed information on how to investigate a missing and exploited child case, NCMEC offers literature on various aspects of these serious problems found in the United States today.

BOOKS

Single copies of each book are available free of charge. The price for each book, when ordering multiple copies, is listed with the NCMEC Order Number.

An Analysis of Infant Abductions

Written in conjunction with the Federal Bureau of Investigation, Office of Juvenile Justice and Delinquency Prevention within the U.S. Department of Justice, and University of Pennsylvania School of Nursing, this book presents the findings from interviews and record reviews of various nonfamily offenders who abducted 119 children younger than 6 months of age between 1983 and 1992. The findings include a classification of infant abduction designed for law enforcement in the investigation and apprehension of a suspect and a clinical classification designed for mental health clinicians in the assessment and diagnosis of an abductor and in the treatment of the victim family. 62 pp.

(NCMEC Order #66 - First copy free, each additional copy \$3)

Child Molesters: A Behavioral Analysis

Produced in cooperation with the FBI Academy, *Child Molesters* is an investigative tool for law enforcement officers and child protection professionals handling cases of child sexual exploitation. The practitioner will learn valuable investigative strategies, the characteristics of a pedophile, and the difficulties often encountered in sexual exploitation cases. Criminal justice professionals will benefit from the chapter on establishing probable cause through expertise when applying for search warrants in cases of child molestation. For the researcher, a list of additional reading is found at the end of the text. 76 pp.

(NCMEC Order #70 - First copy free, each additional copy \$3)

Child Molesters Who Abduct:

Summary of the Case in Point Series

Written in conjunction with the Federal Bureau of Investigation, Office of Juvenile Justice and Delinquency Prevention within the U.S. Department of Justice, and University of Pennsylvania School of Nursing, this book examines and reports on case histories of serial child molesters and abductors while offering insights for professionals in law enforcement, the court system, healthcare, and corrections/probation on the backgrounds, behavior, and techniques of such offenders in order either to prevent their crimes or identify and stop them more quickly. 116 pp.

(NCMEC Order #65 - First copy free, each additional copy \$3)

Child Sex Rings: A Behavioral Analysis

Produced in cooperation with the FBI Academy, *Child Sex Rings* will help the criminal justice professional handling cases of child sexual exploitation understand the dynamics and types of child sex rings and ritualistic abuse. Investigators will benefit from the investigative techniques and protocols for handling child sex ring cases, insights into offender strategies, and guidelines on corroborating evidence. References and additional readings on child sexual exploitation and ritualistic abuse are also presented. 80 pp.

(NCMEC Order #72 - First copy free, each additional copy \$3)

Children Traumatized in Sex Rings

Developed in conjunction with the University of Pennsylvania School of Nursing, this handbook provides the child-care practitioner with important guidelines in dealing with the child victim of sexual exploitation. Issues covered include an overview of child sexual abuse and exploitation, a description of the different kinds of sex rings, guidelines for the physical and mental assessment of the child victim, interviewing techniques, and legal considerations. Included in the text are actual drawings made by the children in the study. 56 pp.

(NCMEC Order #71 - First copy free, each additional copy \$3)

Family Abduction

Produced in cooperation with the American Bar Association, this fourth edition (which was formerly titled *Parental Kidnapping*) contains step-by-step information for parents who have experienced a family abduction—whether domestic or international. The handbook guides parents through the civil and criminal justice systems, explains the laws that will help them, outlines prevention methods, and provides suggestions for aftercare following the abduction. In addition, *Family Abduction* thoroughly details search and recovery strategies and contains valuable advice for attorneys, prosecutors, and family court judges handling these difficult cases. 128 pp.

(NCMEC Order #75 - English-language version

NCMEC Order #67 - Spanish-language version

First copy free, each additional copy \$5)

Female Juvenile Prostitution: Problem and Response

Developed in conjunction with the Office of Juvenile Justice and Delinquency Prevention and Office for Victims of Crime within the United States Department of Justice along with the Paul and Lisa Program, Public Administration Service, the University of Pennsylvania School of Nursing, and the WHISPER Program, this handbook provides case histories of former juvenile prostitutes, information on establishing a community program to help victims of child prostitution, and a case study of one such program. Included in the text are sample forms for executing a program to help victims of child prostitution. 88 pp.

(NCMEC Order #68 - First copy free, each additional copy \$3)

For Healthcare Professionals: Guidelines on Prevention of and Response to Infant Abductions

Researched and written by NCMEC's vice president and chief operating officer who is an expert in the field of infant abductions, this fourth edition is useful to maternal/child-care nurses, healthcare security administrators, law enforcement officials, public relations officers, and parents. It recommends actions to be taken to prevent an infant abduction from a healthcare facility or home and outlines the steps to be taken if an abduction occurs. 76 pp.

(NCMEC Order #05 - First copy free for individuals. First ten copies free for facilities. Each additional copy \$3)

***Missing and Abducted Children:
A Law Enforcement Guide to Case
Investigation and Program Management***

Authored by a team of 38 professionals from local, state, and federal agencies, this guide outlines a standard of practice for law enforcement officers handling missing child cases whether runaways, throwaways, family/nonfamily abductions, or when the circumstances of the disappearance are unknown. It describes—step-by-step with definitive checklists—the investigative process required for each of these types of cases and offers a wealth of resources to assist an investigator. 232 pp.

(NCMEC Order #74 - First copy free, each additional copy \$10)

My 8 Rules for Safety: Multilingual Child Safety and Prevention Tips

List of eight safety tips for children in the following languages: Albanian, Amharic, Arabic, Armenian, Bulgarian, Cambodian, Czech, English, Farsi, Haitian Creole, Hmong, Hungarian, Lao, Pashto, Polish, Romanian, Russian, Slovak, Somali, Spanish, Tigrinya, Ukrainian, and Vietnamese. 32 pp.

(NCMEC Order #69 - Free in limited quantities)

Nonprofit Service Provider's Handbook

Written by a consortium of nonprofit service providers dealing with families of missing and exploited children, this handbook was created to help existing nonprofit organizations survive and budding organizations learn from the experiences of their peers. Nonprofit service providers will find a complete guide for building the organization—choosing a Board of Directors, raising funds, working with law enforcement, advocating legislation, dealing with the media, producing publications, and much more. The needs of missing and exploited children and their families are extensively covered, and the appendix includes 25 sample forms. 88 pp.

(NCMEC Order #79 - First copy free, each additional copy \$5)

***Recovery and Reunification of Missing Children:
A Team Approach***

Written in cooperation with the U.S. Department of Justice's Office of Juvenile Justice and Delinquency Prevention's Missing and Exploited Children Comprehensive Action Program, this guide was designed to educate and assist professionals who bear the primary responsibility of recovering and reuniting missing children with their families. It offers "best practice" guidelines and training tips for returning a recovered child to his or her family and discusses the dynamics of criminal victimization involved in a child abduction. 52 pp.

(NCMEC Order #64 - First copy free, each additional copy \$3)

A Report Card to the Nation

NCMEC assessment of state and national legislative accomplishments made in the past 10 years and an action agenda for the next decade regarding missing and exploited child issues. 24 pp.

(NCMEC Order #80 - Free in limited quantities)

Selected State Legislation

Now in its third edition, this book has been used by tens of thousands of child advocates and legislators throughout the country as a guide to the most effective state laws to protect children. The text includes legislation pertaining to the child victim/witness in the courtroom, licensing and criminal history information on those working with children and court-appointed advocates, and parental kidnapping statutes. Of particular interest to legislators are the criteria for drafting legislation and model state legislation. 132 pp.

(NCMEC Order #76 - First copy free, each additional copy \$5)

The National Center for Missing and Exploited Children's 24-hour, toll-free telephone line 1-800-THE-LOST (1-800-843-5678) is open for those wishing to report information on missing or exploited children and is available in the United States, Canada, and Mexico. The TDD hotline is 1-800-826-7653, and the NCMEC business number is 703-235-3900. The NCMEC facsimile number is 703-235-4067. The NCMEC homepage is <http://www.missingkids.org>. NCMEC's toll-free number when dialing from the United Kingdom is 0-800-962587.

To receive information on the services offered by our NCMEC branches and the Children's Fund, please contact them directly.

NCMEC/CA
PO Box 412
Orange, California 92666
714-508-0150 (telephone)
714-508-0154 (facsimile)

NCMEC/NY
249 Highland Avenue
Rochester, New York 14620-3036
716-242-0900 (telephone)
716-242-0717 (facsimile)

NCMEC/FL
9176 Alternate A-1-A, Suite 100
Lake Park, Florida 33403-1445
561-848-1900 (telephone)
561-848-0308 (facsimile)

NCMEC/SC
1234 St. Andrews Road
Columbia, South Carolina 29210-5827
803-750-7055 (telephone)
803-750-1459 (facsimile)

Adam Walsh Children's Fund
9176 Alternate A-1-A, Suite 200
Lake Park, Florida 33403-1445
561-863-7900 (telephone)
561-863-3111 (facsimile)

The National Center for Missing and Exploited Children (NCMEC), a national clearinghouse and resource center, is funded under Cooperative Agreement 95-MC-CX-K001 from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice.

Points of view or opinions in this brochure are those of NCMEC and do not necessarily represent the official position or policies of the U.S. Department of Justice.



Printed on Recycled Paper

National Center for
Missing and Exploited Children
2101 Wilson Boulevard, Suite 550
Arlington, VA 22201-3052

BROCHURES

Unless otherwise indicated, up to 50 copies of each brochure are available free of charge. NCMEC charges 10 cents per copy for each brochure ordered in excess of the 50 free copies.

Child Protection

Prevention information for parents and children.

English-language version (NCMEC Order #01)

Spanish-language version (NCMEC Order #02)

Child Safety on the Information Highway

Safety tips for families whose children use computer online services.

(NCMEC Order #03)

For Camp Counselors

Information on detecting and reporting child sexual abuse and exploitation.

(NCMEC Order #40)

For Law Enforcement Professionals

Information on NCMEC resources available to assist law enforcement in the investigation of missing and exploited child cases.

(NCMEC Order #53)

KIDS AND COMPANY: Together for Safety

For use by school educators and civic leaders this brochure describes a comprehensive personal safety curriculum for Grades K-6 that can be used in both school and community group settings. The program provides children with skills, information, self-confidence, and support that will enhance their self-esteem and help prevent abduction and abuse.

(NCMEC Order #25 - Free in limited quantities)

My 8 Rules for Safety

Safety tips poster for children.

English-language version (NCMEC Order #28)

Haitian Creole-language version (NCMEC Order #42)

Spanish-language version (NCMEC Order #29)

Braille version (NCMEC Order #27)

National Center for Missing and Exploited Children

The general information brochure you are currently reading that contains a list of all NCMEC publications, information on the missing and exploited child issue, and highlights of NCMEC operations.

(NCMEC Order #21 - Free in limited quantities)

Tips to Help Prevent the Abduction and Sexual Exploitation of Your Children

Summary of general safety tips in all NCMEC brochures. **Available in Braille ONLY.**

Braille version (NCMEC Order #13)

Just in Case...Series

Just in Case...Finding Professional Help in Case Your Child is Missing or the Victim of Sexual Abuse or Exploitation

Advice on how to find professional help for children who have been kidnapped or sexually exploited.

English-language version (NCMEC Order #30)

Spanish-language version (NCMEC Order #43)

Vietnamese-language version (NCMEC Order #44)

Just in Case...You Are Considering Daycare

Information on choosing daycare and preventing sexual abuse and exploitation.

English-language version (NCMEC Order #07)

Spanish-language version (NCMEC Order #35)

Just in Case...You Are Considering Family Separation

Tips on preventing parental kidnapping.

English-language version (NCMEC Order #08)

Spanish-language version (NCMEC Order #09)

Vietnamese-language version (NCMEC Order #45)

Just in Case...You Are Dealing with Grief Following the Loss of a Child

Guidelines on a healthy approach to the grieving process.

English-language version (NCMEC Order #10)

Spanish-language version (NCMEC Order #46)

Just in Case...You Are Using the Federal Parent Locator Service

Information on finding the abductor and child in parental kidnapping cases.

English-language version (NCMEC Order #11)

Spanish-language version (NCMEC Order #47)

Just in Case...You Need a Babysitter

Information on finding a babysitter and safety tips.

English-language version (NCMEC Order #12)

Spanish-language version (NCMEC Order #14)

Just in Case...Your Child Is a Runaway

Tips on preventing runaway incidents.

English-language version (NCMEC Order #15)

Spanish-language version (NCMEC Order #16)

Vietnamese-language version (NCMEC Order #48)

Just in Case...Your Child Is Missing

Five steps to prepare in case your child might someday be missing.

English-language version (NCMEC Order #17)

Spanish-language version (NCMEC Order #18)

Vietnamese-language version (NCMEC Order #49)

Just in Case...Your Child Is Testifying in Court

Advice on helping children testify effectively.

English-language version (NCMEC Order #19)

Spanish-language version (NCMEC Order #50)

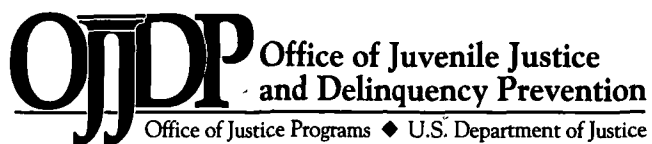
Just in Case...Your Child Is the Victim of Sexual Abuse or Exploitation

Warning signs and steps to take in the event of child sexual abuse or exploitation.

English-language version (NCMEC Order #20)

Spanish-language version (NCMEC Order #51)

Please send information on child safety programs available to better safeguard my child(ren).



Recovery and Reunification of Missing Children:

A Team Approach



Recovery and Reunification of Missing Children: A Team Approach

March 1995

Edited by Kathryn M. Turman

**© 1995 by the National Center for Missing and Exploited Children.
All rights reserved.**

Acknowledgments

The National Center for Missing and Exploited Children and Missing and Exploited Children Comprehensive Action Program thank the individuals listed below for their assistance with this book.

Detective David L. Barnard
CID/Major Crimes
King County (Seattle) Police Department

JoAnn Behrman-Lippert, Ph.D.
Western Center for Child Protection
Reno, Nevada

Larry Boucher
Harris County (Texas) District Attorney's Office

Kita Curry, Ph.D.
Didi Hirsch Community Mental Health Center
Culver City, California

Cynthia Diehm
National Clearinghouse on Runaway
and Homeless Youth
Silver Spring, Maryland

Mark Ells
National Center for the Prosecution of Child Abuse
American Prosecutor's Research Institute
Alexandria, Virginia

Ben Ermini
National Center for Missing and Exploited Children
Arlington, Virginia

Linda Girdner, Ph.D.
Center on Children and the Law
American Bar Association
Washington, DC

Geoffrey Greif, Ph.D.
School of Social Work
University of Maryland
Baltimore, Maryland

Carl B. "Bill" Hammond
Formerly with Public Administration Service
McLean, Virginia

Michelle Kelly, Psy.D.
Child Advocacy and Protection Team
The Children's Hospital of Denver
Denver, Colorado

Ronald C. Laney
Office of Juvenile Justice and
Delinquency Prevention
U.S. Department of Justice
Washington, DC

David Lloyd
National Center on Child Abuse and Neglect
Washington, DC

Carolyn Murphy, Ph.D.
National Center for Missing and Exploited Children
Arlington, Virginia

Sergeant Gary R. O'Connor
Lower Gwynedd Township (Pennsylvania)
Police Department

Dave Peery
Office of the District Attorney
Bakersfield, California

John B. Rabun, Jr., A.C.S.W.
National Center for Missing and Exploited Children
Arlington, Virginia

Judith Drazen Schretter, Esquire
Formerly with the National Center for Missing
and Exploited Children
Arlington, Virginia

Jill Searle
Find the Children
Los Angeles, California

Kathryn Turman
Formerly with Public Administration Service
McLean, Virginia

The National Center for Missing and Exploited Children and Missing and Exploited Children Comprehensive Action Program thank **Sheila Chapman, Catherine Delaney, and Suzanne Lappin** for their assistance with this manuscript.

Prepared under Cooperative Agreements #92-MC-CX-K001 and #92-MC-CX-K004 from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice.

Points of view or opinions in this book are those of the Missing and Exploited Children Comprehensive Action Program (M/CAP) and the National Center for Missing and Exploited Children (NCMEC) and do not necessarily represent the official position or policies of the U.S. Department of Justice.

Contents

Introduction.....iv

Foreword.....v

Basic Facts About Missing Children.....1

Nonfamily Abduction.....1

Family Abduction.....1

Runaways.....2

Thrownaways.....2

Lost, Injured, or Otherwise Missing.....2

A Team Approach to Reunification.....3

Establishing a Recovery and Reunification Team.....3

The Role of Teams.....3

Starting Up.....4

Implementing the Team.....5

Tips From Successful Teams.....5

Planning for Recovery and Reunification.....7

Law Enforcement as Lead Responder.....8

Preparing for Recovery/Reunification.....9

Interviewing the Recovered Child.....9

Role of Mental Health.....10

Role of Child Protective or Social Services.....11

Role of Family or Dependency Court.....11

Role of Victim-Witness Agencies.....11

The Reunification Meeting.....13

Special Issues of Nonfamily and Family Abductions and Runaway Children.....17

Special Issues of Nonfamily Abduction.....17

Guidelines for Handling the Reunion of a Nonfamily Abducted Child.....18

Reunion Scenario.....19

Special Issues of Family Abduction.....20

Guidelines for Handling the Reunion of a Family Abducted Child.....21

Reunion Scenario.....22

Special Issues of Runaway Episodes.....23

Guidelines for Handling the Reunion of a Runaway Child.....24

Reunion Scenario.....25

Conclusion.....27

Appendices.....29

Child Abduction: Stages of Emotional Reaction in Nonfamily Abduction Cases.....30

Nonfamily Abductions: Post-Recovery Response Patterns of Children.....32

Family Abductions: Post-Recovery Response Patterns of Children.....34

Training and Information Resources.....36

ICAN Child Abduction Task Force Protocol.....37

Bibliography.....41

Introduction

The publication of this guide is a collaborative effort of the Missing and Exploited Children Comprehensive Action Project (M/CAP) and the National Center for Missing and Exploited Children (NCMEC). NCMEC serves as the national clearinghouse and resource center on issues relating to missing and exploited children. M/CAP provides training and technical assistance to local communities in developing and maintaining effective multi-agency teams handling child victim cases with a special focus on missing and exploited children. Both projects are funded by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) at the U.S. Department of Justice.

The guide is designed to educate and assist professionals who bear the primary responsibility of recovering and reuniting missing children with their families. This publication is utilized most effectively in conjunction with the award-winning video, "When Your Child Comes Home." The videotape was produced by and much of the information set forth in this publication is adapted from the *Reunification of Missing*

*Children Project. Final Report.*¹ This project was the first major study to examine the issues of reunification of children abducted either by nonfamily or family members or who ran away from home. The "Reunification of Missing Children Project" grew out of the work of law enforcement officers and human service professionals who have experienced substantial difficulty and frustration with the absence of "best practice" guidelines and training for returning a recovered child to his or her family. This guide also adds to the understanding of the dynamics of criminal victimization involved in a child abduction. Additional insights and ideas included in this publication were provided by David L. Peery, investigator in the child abduction unit of the Office of the District Attorney in Kern County, California, and Carl B. "Bill" Hammond, former M/CAP Project Director.

A copy of the video titled "When Your Child Comes Home" (24 minutes) is available from the National Center for Missing and Exploited Children. To order it call 1-800-THE-LOST (1-800-843-5678).

¹C. Hatcher, J. Behrman-Lippert, C. Barton, and L. Brooks. *Reunification of Missing Children Project. Final Report.* Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1992. To order a copy of this report call the Juvenile Justice Clearinghouse at 1-800-638-8736.

Foreword

Cases involving missing children generally fall into the categories of

- abductions by a nonfamily member
- abductions by a family member
- runaways
- throwaways or abandoned children
- children who become lost or injured

Within each category the circumstances, dynamics, and effects on the child victim and family may involve a wide variety of situations. The vast majority of missing children eventually come home. The recovery of a missing child can be a confusing and traumatic event for the child and family. Careful planning and preparation can prevent further trauma and many potential complications. While this book offers many insights that can help when any type of missing child is recovered, it focuses on the steps that need to be taken to better assist in the reunification of children who run away or have been abducted by nonfamily or family members.

Whatever the circumstances or type of case, a law enforcement officer is most often the only nonfamily person present at the time of recovery and reunification of a missing child. In a recent U.S. Department of Justice study, most reunification meetings of missing children with family members were concluded in fewer than 15 minutes with no psychological or social service support.¹ Police officers often are required to manage missing child reunification

meetings without support or training. In addition almost four-fifths of victims and their families do **not** receive mental health or counseling services after reunification.

Some agencies or organizations may have limited knowledge or interest in the issues of missing children and their families. Abducted and runaway children may experience problems and needs common to child victims of other types of abuse or violence. It makes sense for many of the same professionals who are involved with these child victims to be knowledgeable regarding missing children as well. These professionals need to be aware of the ways that the process of recovery and initial reunification of the child with family members may negatively affect and even further traumatize the child.

The goal of this publication is to provide information and guidelines to law enforcement and other professionals regarding

- best practice for reunifying recovered children and their families
- the dynamics of the criminal victimization process
- appropriate and careful investigation and prosecution techniques and issues
- appropriate post-recovery support services

Planning effectively for the initial reunification can set the stage for the child's emotional recovery and reintegration into the family.

¹C. Hatcher, C. Barton, and L. Brooks. *Reunification of Missing Children. Assessment Report*. Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1990, pp. 43-44.



Basic Facts About Missing Children

[Data in this section are excerpted from National Incidence Studies of Missing, Abducted, Runaway, and Thrownaway Children in America (NISMAART) prepared by Family Research Laboratories, University of New Hampshire, 1990, and Families of Missing Children: Psychological Consequences and Promising Interventions prepared by the Center for the Study of Trauma, University of California at San Francisco for the U.S. Department of Justice, 1992. To order a copy of these studies call the Juvenile Justice Clearinghouse at 1-800-638-8736.]

Nonfamily Abduction

An estimated 3,200 to 4,600 short-term, nonfamily abductions are reported to law enforcement annually. Of these, an estimated 200 to 300 are "stereotypical kidnappings" where a child is gone overnight, killed, or transported a distance of 50 miles or more or where the perpetrator intended to keep the child permanently.

Victims include children of all ages but the highest percentage of victims appear to be adolescent girls from 11 to 14 years of age and younger boys who are 6 to 9 years old. Two-thirds of short-term abductions involve a sexual assault. A majority of victims are abducted from the street. More than 85 percent of short-term nonfamily abductions involve force, and more than 75 percent involve a weapon. Most last fewer than 24 hours. The number of known short-term abductions is considered, by most researchers and practitioners, to be an underestimate due to police reporting methods and a lack of reporting on the part of victims.

Based on FBI and NCMEC data, it is established that 43 to 147 homicides of children abducted by nonfamily members occurred annually between 1976 and 1987.

It is estimated that annually there are 114,600 attempted abductions, all involving persons who are not known to the child's family. Most of these incidents involve attempts to lure a child into a car. Police were not contacted in majority of these cases.

Family Abduction

There are an estimated 354,100 family abductions annually in the United States. Forty-six (46) percent of these (an estimated 163,200 abductions) involve concealment of the child, transportation of the child out of state, or an intent by the abductor to keep the child indefinitely or to permanently alter custody.

Of this more serious category of abductions, approximately half are perpetrated by men who were either noncustodial fathers or father figures. Most victims are children ranging in age from 2 to 11. Half involve unauthorized takings and half involve failures to return the child after an authorized visit or stay. Fifteen (15) percent of the abductions involve the use of force or violence. Seventy-five (75) to 85 percent involve interstate transportation of the child.

Many facts are known about the problems these families faced before the abduction and the circumstances of the abduction. The various problems and circumstances noted below are not mutually exclusive for each of the families studied. Thus, some families may have only experienced one of the situations or circumstances noted below while others have experienced two or more.

About half of family abductions occur before the marital relationship between the child's parents ends. Another half occur 2 or more years after a divorce or separation, usually after parents established new households, moved to other communities, developed new

relationships, or became disenchanted with the legal system. A significant number of abductions occur in the context of relationships characterized by a history of domestic violence. Almost half of these abductors have criminal records and many have a history of violent behavior, substance abuse, or emotional disturbance.

It is not uncommon for child victims of family abduction to have their names and appearances altered; experience medical or physical neglect; and be subjected to unstable schooling, homelessness, and frequent moves. They are often told lies about the abduction and left-behind parent. Sometimes they are even told that the left-behind parent is dead. Many child victims of family abduction experience substantial psychological consequences and emotional distress. Trauma symptoms may still be evident 4 or 5 years after recovery and reunification. Long-term effects, if any, are not yet known.

Runaways

There are an estimated 446,700 runaways from households annually in the United States. In addition an estimated 12,800 children annually run away from juvenile facilities. Many children who run from households also run from facilities. Of these runaways, an estimated 133,500 are without a secure and familiar place to stay during their episode. More than a third, of the estimated 446,700 runaways, run away more than once during the year. Runaways are mostly teenagers. They tend to come disproportionately from households with a stepparent. One (1) in 10 travel a distance of more than 100 miles while gone. Of the runaways from juvenile facilities, almost half leave the state.

The families of chronic runaway youth are characterized by long-term, unresolved problems with a high incidence of physical and emotional abuse. Other problems are often present including alcohol and drug abuse and difficulties with school staff, friends, and police. Long-term runaways and those without a secure place to stay are at high risk for exploitation and violence by those who wish to take advantage of them.

Throwaways

Annually in the United States there are an estimated 127,100 children who are directly told to leave the household, who had been away from home and were not allowed back by a caretaker, whose caretaker made no effort to recover the child once he or she ran away, or who had been abandoned or deserted.

An estimated 59,200 throwaway children are without a secure and familiar place to stay while away from home. Most throwaways are older teenagers. Abandoned children tend to be young; half are younger than 4 years of age. Throwaways are concentrated in low income families and families without both natural parents. Compared to runaways, throwaways experience more violence and conflict within their families and are less likely to return home.

Lost, Injured, or Otherwise Missing

Annually in the United States there are an estimated 438,200 children who are lost, injured, or otherwise missing. This category arises because many times when a child is reported missing there is not enough evidence to determine whether he or she is the victim of foul play or just inadvertently or unavoidably detained and may only be "categorized" after determining what has happened to the child. For instance a child who is found after wandering away from his or her parents in a shopping mall or wooded area would be considered a missing child. In cases where a child is injured and cannot immediately obtain help, that child is considered missing until parents and/or authorities can be notified of the child's whereabouts. In cases where a child makes an unscheduled stop at a video arcade or friend's house, once found the child is considered to have been missing under otherwise unknown circumstances.

From this category 139,100 cases are serious enough that the police are called. Of these 438,200 cases almost half involve children younger than 4 years of age, most episodes last fewer than 24 hours, one fifth of the children experience physical harm, and 14 percent of the children are abused or assaulted during the episode.

A Team Approach to Reunification

A missing child case and the imminent recovery of a missing child should generate planning and response by a team composed of multiple community agencies. The primary organizations or professionals needed in the recovery and reunification of missing children include law enforcement (involving the FBI in some cases), family and dependency court personnel, child protective or social service, mental health professionals, and victim-witness advocates.

This chapter focuses on tips for establishing such a team and general issues that apply to most recovered children. For a discussion of specific issues regarding particular case types see "Special Issues of Nonfamily and Family Abductions and Runaway Children" beginning on page 17.

Establishing a Recovery and Reunification Team

[This section was written with the input of a number of individuals including Detective David L. Barnard of the King County Police Department in Seattle, Washington; Kita Curry, Ph.D., of the Didi Hirsch Community Mental Health Center in Culver City, California; Jill Searle of Find the Children in Los Angeles, California; Barry Drew of the Haven Poe Center and Detective James Caimano of the Hillsborough County Sheriff's Office in Tampa, Florida. All of these communities have active reunification teams with significant experience and training.]

The Role of Teams Creating teams to address system problems is not a new concept. Teams have been developed in many communities to address problems of coordination in cases of child abuse and neglect and child fatalities; however, teams focusing on missing children are far fewer. Such teams frequently bring together representatives from

independent public agencies and private organizations that may have conflicting interests to work in a coordinated and cooperative effort. The process is not easy and does not always produce quick results. The long-term impact of improving case handling, however, is well worth the effort and outweighs the difficulties.

Developing a multi-agency reunification team may present special challenges due to limited availability of training and educational materials focusing on missing children and their families. Agencies may be unclear about the needs of these children as well as how to respond to them. Effective communication and cooperation with law enforcement on missing child cases does not exist in many communities.

For jurisdictions that already have an effective multidisciplinary team it may be possible to develop a reunification task force within the framework of the existing team. For example the Los Angeles Interagency Council on Child Abuse and Neglect (ICAN) worked with the local nonprofit organization Find the Children to create a "Child Abduction Task Force" for handling missing child cases and planning for their reunification. The Child Abduction Task Force received training and developed written protocols on reunification. A copy of their protocols is included beginning on page 37. Even when a community has an existing multidisciplinary team the process of forming a reunification task force may not be an easy one. Such communities may benefit from the information contained in this section and from a review of the ICAN materials.

In brief, an effective reunification team should include

- a specially trained, on-call law enforcement officer
- a specially trained, on-call mental health professional

- participation of child welfare professionals
- participation of victim-witness advocates

In certain cases assistance from other agencies will be needed such as hospitals and *guardian ad litem* programs. All professionals on the team should be specially trained in the missing child issue and recovery / reunification of these children.

The process of developing a team involves a series of activities including reviewing current policies and practices, identifying problems and barriers, creating a plan, and implementing the plan. Ongoing evaluation of the team approach is an important but sometimes overlooked component.

A multi-agency, county-level team for recovery and reunification can accomplish many purposes simultaneously. A team approach enables agencies and professionals to plan ahead for the recovery and reunification of the child and ensures that the involved agencies are acting in a coordinated fashion. In doing so the team will be able to

- take a pro-active approach, when time allows, to initiate a reunification response at the **onset** of the case when anticipated needs of the child and family can be determined
- prevent unnecessary and additional trauma to the child and family upon recovery and reunification
- improve criminal investigation and prosecution of child abduction cases
- provide accurate information regarding post-recovery placement issues
- ensure that recovered children and their families receive mental health services and other victim-related assistance
- identify circumstances surrounding abductions and recoveries that could be prevented or more effectively addressed in the future
- improve communication among agencies and provide more timely notification of agencies when a child is recovered

Teams are generally created through the force of individual efforts and the voluntary cooperation of agencies involved with missing children. A mediation style approach is often the most effective in reaching out to these agencies. Some agencies have worked together in the past; for others it may be the first time that they have worked in collaboration with one another.

Each jurisdiction adapts its approach to the unique characteristics and resources that exist in the community. The local political climate and relationships among the heads of core agencies often impact the approach taken in forming the team.

Starting Up To start a reunification team in a county, all that is needed is one individual with a desire and willingness to commit the time and energy to get it started. That person may come from a variety of agencies, but he or she should be part of one of the core agencies. The core agencies needed for a reunification team are law enforcement (local and FBI), mental health, victim advocates and *guardians ad litem*, prosecution, child protective services, and schools. Other agencies and organizations that may be involved vary according to jurisdiction and available resources but may include family court services, children's advocacy centers, missing children nonprofit organizations, and outside experts.

An organizational meeting should be held. A letter or fact sheet explaining the purpose of the proposed team and organizational meeting should be prepared. Invitations should be extended by telephone or letter to the appropriate contacts in each agency or organization. The individual coordinating the first meeting may need to make appointments with agency heads or representatives to describe the project and ask them to designate the most appropriate person(s) to the team.

Once core agencies have been contacted, a time and place for the meeting should be set. The meeting should be held even if everyone does not attend. At the meeting

- present basic information about recovery and reunification of missing children. It may be necessary to also present basic information about issues regarding abducted and runaway children. Additional written information and publications on these issues may be obtained by contacting the resources noted in the "Appendices" beginning on page 29.
- present information about multi-agency, multi-disciplinary recovery and reunification teams. The benefits to participating agencies should be stressed.
- allow time for each person attending an opportunity to express concerns or raise special issues.
- discuss and agree on some initial operating procedures. These procedures may simply include designating a time, place, and process for designing a strategy to implement the team.
- designate a person or organization to coordinate the meetings and notify all team members of the time and place of future meetings. Attendance will be higher if a regular time and place is chosen for meetings, allowing members to incorporate meetings into their schedules.

Implementing the Team Building a team is a process. Each team will need to set its own timetable for development. Final goals and objectives of the team will vary from jurisdiction to jurisdiction, but every team will need to accomplish the following tasks in order to function effectively

- review current policies and practices. Identify problems, obstacles to coordination, and service gaps. Assess existing resources and identify potential ones.
- identify mission, goals, and objectives of the reunification team. Each team will need to define the types of cases in which they will become involved, how cases will be referred to the team, and how cases will be handled by the team.
- develop a strategy and written plan for accomplishing goals and objectives.

- develop policies and procedures for handling issues of confidentiality of discussions and information shared at meetings.
- develop procedures for documenting and evaluating reunification team activities. Communities that conduct regular evaluations of the effectiveness of their services are in the best position to respond quickly when challenged.
- identify and obtain training on issues related to recovery and reunification of missing children for team members and their agencies.

Many teams have found it helpful to bring in a trained and neutral facilitator to assist in the team-building and strategic planning process. An outside person can urge participants to examine and resolve difficult issues without being perceived as having a vested interest in the outcome. Someone who is not involved in the day-to-day response to missing children can often see problems that are not readily apparent to participants. Qualified consultants can be found in most communities, particularly at local universities, in civic organizations, and in professional associations. Look for individuals with experience in working with groups, organizational development, and team-building. Many private corporations and businesses utilize similar processes in their workplace and will donate the services of professional facilitators for community efforts.

There are individuals in other teams around the country who have experience in the issues of missing children and in recovery and reunification specifically. Most of these individuals are willing to share their experience with other professionals seeking to address the same issues.

Tips From Successful Teams Most teams have earned their successes the hard way — by trial and error and by making many mistakes. Learning to work together can be hard work. Working to address an issue that has not previously been attempted can add to the difficulty of the task. Addressing it successfully can also provide a great deal of satisfaction, both personally and professionally. Teams from

around the country have identified the following recommendations for a successful multi-agency reunification effort

- one agency coordinates and activates the team. It may be law enforcement or it may be a nonprofit. Law enforcement will often be the first agency to be aware of an imminent or recent recovery. At the very least, they will need to notify the coordinating agency as soon as possible. The coordinating agency need not be the same one under all circumstances, but the determining criteria is clearly stated.
- while one agency coordinates the team process, team "ownership" is a shared responsibility. Each agency's unique perspective and role is recognized and valued by team members.
- roles and responsibilities of individual team members and their agencies are spelled out in written policies and procedures and cover the varying circumstances that may face the team. The agency with primary responsibility for particular aspects of recovery and reunification is clearly identified, as well as those involved on-site or immediately following recovery. Not all agencies are needed on-site for recovery and the reunification event or immediately following. Some agencies will be drawn into active case participation within hours, others within days and weeks. Some flexibility of roles is necessary since recoveries and reunifications of missing children may involve unknown and unpredictable factors.
- procedures for notifying team members and activating services are clearly stated.
- team members are available when notified of a recovery or are able to ensure their role is covered by another agency representative if the primary team member is unavailable at the time he or she is needed.
- provisions exist to convene the team when unusually demanding cases or an emergency situation arises.

- team members are trained in issues relating to abducted and runaway children including abduction trauma, post-recovery issues, and best practices for recovery and reunification. Training is provided for specific disciplines when appropriate (*e.g.*, investigative training for law enforcement, training on therapeutic approaches for mental health). Cross-training on basic issues is provided to all team members. New team members are brought up to speed as quickly as possible.
- the reunification team meets regularly. In larger jurisdictions teams hold monthly meetings to discuss recent recovery cases and those cases in which a recovery is expected in the near future. These meetings enable the team to accomplish several important purposes: (1) provides a forum for team members to share information on cases and plan for upcoming recoveries and reunifications; (2) allows team members to know how cases on which they have worked have been resolved and how their participation has benefited the process; (3) enables team members to identify children and families with new or continuing problems; and (4) provides a forum for ongoing evaluation of efforts and allows the team to refine protocols and procedures based upon experience.

Teams involved in recovery and reunification have emphasized the importance of planning whenever possible. By taking a pro-active approach, reunification teams are able to identify appropriate cases for intervention at the earliest opportunity and make preliminary assessments regarding what will be needed for the on-site response.

A reunification team can assume that there will be significant gaps in their knowledge of the dynamics of the abduction and issues regarding reunification that the child or parents may have. Once the child is recovered it is important to fill in those gaps as soon as possible to enable an effective reunification and follow up.

In many cases the circumstances surrounding a recovery and reunification will not allow planning ahead. In cases where only a crisis response is possible, a "triage" process will need to be undertaken by the team to assess a variety of issues and come up with an impromptu plan that will hopefully address the immediate needs of the victim and family. While this improvisation is not the ideal, this coordination of effort still may have an enormous impact upon the healing process of abduction victims and families.

Planning for Recovery and Reunification

Whether a child voluntarily left home or was abducted, many such child victims and their left-behind family members experience substantial psychological consequences and emotional distress. Team members need to understand that the level of distress has been compared to that experienced by victims of other severe trauma such as combat veterans; children who have been catastrophically burned; or victims of rape, assault, and other violent crimes.¹ The severity of trauma to the child and family is determined by the type of case, how long the child has been gone, what happened to the child while he or she was gone, and the coping styles of the child victim and family.

The dynamics of an abduction cover a broad range of conditions and events. Understanding the details of the abduction or runaway experience of the child is necessary for effective investigation and reunification. The following areas should be considered by professionals involved in recovering and reuniting a child. These areas may apply to family abduction, nonfamily abduction, and runaway victims in varying degrees.

- physical and emotional condition of the recovered child.
- circumstances of the initial abduction or runaway episode and any level of violence used or experienced.

- length of time the child was away from his or her home.
- circumstances of and events occurring both prior to and during the missing period.
- physical or sexual violence to the child.
- specific living conditions during the abduction including frequent moves, "fugitive" lifestyle, attention to the child's nutritional and medical needs, and consistent schooling.
- name changes for either the child or abducting parent.
- deliberate alteration of the child's physical appearance.
- child's beliefs about the motives for the abduction or runaway episode.
- child's relationship with the abductor and/or any other persons encountered during the missing period.
- child's relationship with each parent and other significant family members before the abduction.
- degree of social isolation of the child or infliction of emotional abuse.
- separation from nonabducted/left-behind siblings.
- child's beliefs about authorities.
- circumstances of recovery and impact on the child.
- child's expectations or beliefs regarding the outcome of the abduction. Did the child believe he or she would never be rescued? Did the child believe that he or she would die?
- child's expectations about reunification and beliefs about the recovering parent(s). If the abductor was a family member, was the child told that the other parent was dead or evil?
- family members' expectations about reunification.
- changes in the left-behind family's configuration/circumstances during the time the child was away (e.g., birth of another sibling, death of a family member, remarriage).

¹C. Hatcher, C. Barton, and L. Brooks. *Families of Missing Children: Psychological Consequences and Promising Interventions. Final Report.* Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1992, p. 1.

Professionals involved in this reunification process must remember that the world of a family of an abducted or runaway child has been turned upside down. They may have many questions when their child is recovered. They may be uncertain of what to expect from their recovered child and concerned about whether they will be able to meet the child's needs. They may be uncomfortable or unsure of asking the child about the circumstances of the abduction or runaway episode.

By the time their missing child has been recovered, the family will have already experienced overwhelming stress and trauma. Child victims of family abduction and their left-behind parent(s) probably have experienced a highly conflicted and painful separation or divorce. As a result, left-behind family members may have difficulty mobilizing resources available to them and their recovered child. Left-behind family members may not even be aware of the resources that exist in their community. **Family behavior and coping styles prior to the abduction will often predict the ability of the family to cope with the abduction itself and the recovery and reunification of the child. Thus it is the responsibility of the professionals involved with the reunification to assess the needs of the family and make every effort to help the family meet all of those needs in a sensitive, effective, efficient, and economical way.**

Law Enforcement as Lead Responder Just as law enforcement assumes the primary responsibility for investigating and searching

for the missing child, it is typically the law enforcement officer who recovers the child and is in charge of the actual reunification of the child with family members. Family members and other agency personnel will need direction from the police. The officer and his or her agency must plan for and manage the recovery and initial reunification meeting of the child with the family. Only careful planning ahead of time will ensure that recovery and reunification benefits the child rather than causing additional and unnecessary trauma.

The general responsibilities of law enforcement involve

- providing for the immediate physical needs of the child
- arranging for the physical and psychological evaluation of the recovered child in preparation for reunification
- conducting an interview with the child as soon as possible to obtain information about the circumstances of the abduction or runaway episode, other individuals involved, and possible criminal acts
- securing physical evidence necessary for the investigation as soon as possible
- setting the parameters of case information to be prepared and provided to the public
- notifying and briefing other agency professionals on the status of the recovered child and family
- notifying and briefing the child's family

Law enforcement officers involved in the recovery and reunification of a missing child should be prepared to provide initial comfort and reassurance to the child. The officer may have to transport the recovered child to a medical facility for examination. The officer will probably need to be present at the reunification of the recovered child and parents. If taking the child's clothing is necessary for evidence collection, then the officer should arrange for the child to receive clean and comfortable garments to wear.

Reunification Team Participants

Law Enforcement Agencies
Mental Health Organizations
Child Protective or Social Services
Family or Dependency Courts
Victim-Witness Agencies

These responsibilities are complex and personally demanding. The child may have experienced psychological, physical, or sexual abuse during the period while missing. The officer must often make immediate decisions about the child's physical and emotional health. Advice and assistance from other involved professionals are necessary for appropriate decision-making.

The officer may experience intense pressure from parents/caretakers and the media to provide immediate access to the child. In some circumstances this may be harmful to the child. The officer should not hesitate to slow down events while a careful evaluation is performed rather than allow a potentially disastrous situation to occur.

Preparing for Recovery/Reunification Law enforcement officers need to be fully prepared to manage the on-site recovery. If officers are not confident that they are returning a recovered child to an acceptable family environment, they should prepare for alternative or temporary care until such issues can be resolved. Officers should ensure that community mental health and social support agencies are knowledgeable and available to assist in the reunification of recovered children with their families.

Many children will need time to make a transition to their new situation. For instance in family abduction cases children who have been conditioned to believe that left-behind family members pose a danger to them may be fearful of returning to those family members. The officer and other reunification team members need to take the time necessary to make accurate assessments and careful decisions about the well-being of the child. The officer should always be prepared for alternative placement of the child and have available resources standing by.

If recovering a child in another jurisdiction, officers should know, prior to traveling, what the requirements are in that jurisdiction for picking up the child including specific documentation. Without the necessary

documentation, the reunification process may be delayed adding to the family's trauma. For instance a photograph of the child, a copy of the birth certificate, and certified copies of court orders may be required. Officers also should be prepared to attend to any special physical needs of the child such as medications, clothing, or language interpretation.

Privacy should be a priority for the reunification meeting of the child and family. If the child is taken to a hospital for an examination or for medical treatment, immediate family members may be taken there as well. In cases of family abduction it is important for the reunification to take place in a neutral and private setting. Professionals want to avoid having what is usually a difficult and upsetting event played out in front of others.

Interviewing the Recovered Child The child is usually the best source of information about the circumstances surrounding the abduction, the conditions in which he or she lived, and what he or she was told by the abductor. The person conducting the interview must establish a rapport with the child in order to obtain the most complete and accurate information without causing the child additional distress.

A specialist with training in child interviewing and knowledge of the developmental capabilities of children should conduct the interview regardless of the division to which the investigation is assigned. The officer may want to enlist the assistance of another trained professional such as a mental health counselor who has experience in interviewing child victims. The officer should find a comfortable and nonthreatening setting in which to conduct the interview. If the community has a children's advocacy center or some other special facility or room for interviewing child victims, the officer should try to arrange to use the facility to interview the recovered child. Movement of the child should be kept to a minimum to avoid additional confusion and trauma to the child. In family abduction cases the interviewer should avoid influencing the child in favor of one parent.

The interviewer needs to understand the child's perceptions of the abduction, the abductor, left-behind family members, and the actual recovery. It is important to reassure the recovered child that his or her parent(s) have been searching for him or her. If more than one child was abducted, each child should be interviewed separately. Remember, siblings may react differently to the reunification. Children in the same family often do not react to family events in the same way. For example one child may remember the searching parent while the other may not.

The officer may not have another opportunity to interview the child; therefore, he or she should develop questions before meeting with the recovered child to assure that critical information is obtained. Later the child may be reluctant to discuss the abduction due to implicit or expressed concerns of family members or a desire to put the event behind him or her. It is best to leave a door open for future interviews with the child. In particularly traumatic abductions children may disclose information over time as they feel more comfortable with the interviewer.

In cases where the name and role of the child or the abductor has been changed during the abduction, special care should be taken in interviewing the child. The child may have difficulty understanding his or her relationship with the abductor depending on which name the child uses to refer to him- or herself or the abductor. The child may seem confused or unable to discuss the matter. The child may see the abductor with the assumed name as 2 different persons. A child's response to a question may depend upon whether the questions asked use the assumed name(s) or legal name(s). It is best to use the name with which the child is most comfortable. The officer should not force the child to use his or her original name if the child shows discomfort or uncertainty about using it. Returning to the use of the original name may require long-term therapy and is the responsibility of the mental health provider.

The interview and any other contact with the child should be prefaced by a brief explanation of what is going to happen. During the interview children should be given detailed information, if possible, regarding any travel arrangements and their new living situation. This is particularly important for children who have been missing for a long period of time and when there have been major changes in the family or living situation while they were gone.

As with any interview of a child victim, the officer needs to remember that his or her responsibility is to gather the facts and information surrounding the abduction and victimization. The investigator needs to determine the who, what, when, where, and how. While the officer is not a therapist, he or she must remain aware that an improperly conducted interview or one that focuses on blame can cause severe emotional trauma to the recovered child. Officers should be very careful with "why" questions. If asked inappropriately they can cause unnecessary feelings of guilt and emotional distress in the child. The gathering of information necessary to bring the perpetrator to justice is important; however, pressing for such information should stop short of further traumatizing the child. **The well-being of the child must remain the primary objective of all agencies involved in the reunification process.**

Role of Mental Health Involving a mental health professional from the onset will help the child and family. A child who is getting the help he or she needs is more likely to be cooperative and effective in an ongoing investigation and court process. The mental health professional should be familiar with what is needed by both the child and criminal justice agencies.

Mental health professionals on the reunification team need to evaluate the recovered child and family to assess the emotional stress caused by the abduction and recovery as well as to plan for stabilizing the family and providing treatment for the child. It is often difficult for mental health experts to determine to what extent emotional stress was caused by events

in the family prior to the abduction or runaway episode. The mental health professional working with the child victim and family also will need to maintain a level of knowledge about investigative and legal procedures potentially affecting the recovered child and the child's family.

Information about the psychological impact of abduction on children and families is currently not readily available. Professionals will have to make special efforts to educate themselves about the issues relating to this particular type of victimization. Some resources and suggested reading materials on this topic are listed in "Training and Information Resources" found on page 36.

Role of Child Protective or Social

Services The involvement by social service or child protective service professionals in the recovery of a missing child is necessary when the family is not immediately available to reunite with the child and take the child home or when there is a question of the ability of the recovering family to care for the child. Both situations occur more commonly in family abduction, runaway, or throwaway cases.

When a child is recovered in a location that is distant from the family's home, travel time and financial resources may limit the ability of the family to get to the recovery location promptly. Allegations of neglect, physical abuse, or sexual abuse may have been made against the recovering family or parent in family abduction and runaway cases. In family abduction cases there may be counter allegations by the other parent. All such allegations need to be investigated promptly, thoroughly, and objectively. If the left-behind parent lives outside the jurisdiction in which the child is recovered and plans to take the child back to his or her place of residence, social service professionals in both locations need to work together to determine how the case will be managed.

Role of Family or Dependency Court Many times dependency and family court professionals need to become involved in the recovery and reunification of a missing child. This occurs

most commonly in relation to issues of child custody and visitation in family abduction, issues of a family's ability to care for a runaway or throwaway child upon recovery, and/or allegations of abuse in these cases. In order to make effective assessments and decisions regarding these child victims, courts need access to the most complete and accurate information about the child, the family, and the circumstances of the missing episode. This information may only be available through a variety of agencies. The best way to ensure the availability of good information about child victims is through an effective multi-agency information sharing and case management process employed in multidisciplinary teams (MDTs). For information on such MDTs call the Clearinghouse on Child Abuse and Neglect Information at 1-800-FYI-3366 or in the Washington, DC, metropolitan area at 703-385-7565.

Role of Victim-Witness Agencies Professionals in victim-witness agencies and programs are needed to assist the recovered child and family in providing information about and support for subsequent criminal court proceedings and in obtaining compensation for treatment and services for physical and mental injuries. In order to qualify for compensation and services, the recovered child must have been the victim of a crime while missing. Almost every child victim of a nonfamily abduction will qualify, but the same is not true for every runaway or child who is abducted by a family member. In many states the crime victim in a family abduction case is defined as the left-behind parent. The abducted child is not viewed as a crime victim unless physical or sexual abuse by the abducting parent can be proved and a criminal prosecution occurs. Most crime victim compensation programs do not include psychological abuse which is the most common type of maltreatment associated with family abduction. Compensation for crime victims may also be limited by additional requirements, funding restrictions, or resources in individual states. Nonetheless this potential avenue of assistance should be thoroughly explored.



The Reunification Meeting

To some extent the circumstances and timing of a child recovery will determine the ability of agency personnel to plan for the actual reunification meeting between the recovered child and family members. Whenever possible agency personnel involved in the recovery of a missing child should consider the following issues and steps.

Guidelines for the Reunification Meeting

- Physical/Emotional Needs of Child Come First
- Alert Family Members as Quickly as Possible
- Reunion Should Take Place in a Neutral/Private Location
- Lead Agency Should Follow Pre-Existing Procedures and Plans to Handle All Aspects of the Recovery from Media Involvement to Activating Other Team Members

Physical and emotional needs of the child come first. The child may need to be comforted and assured of his or her safety.

Alert family members as quickly as possible. Prior to reunification, parents need to be given information about the recovery and the physical and emotional condition of the child. They should be encouraged to allow the necessary medical and psychological evaluation and treatment to take place. In nonfamily abduction cases the time spent waiting while medical examinations and procedures are being done may be a good time to explain to the family the different emotional states the child may experience and how to deal with them. (For a summary of these stages see "Child Abduction: Stages

of Emotional Reaction in Nonfamily Abduction Cases" on page 30.) Parents should be encouraged to focus on making their child feel comfortable and safe, while leaving law enforcement to determine what happened to the child when he or she was gone. The initial impulse of parents may be to protect their child and to take him or her home immediately. Team members may have to remind the parent that the child may be the best source of critically-needed information about the event. Parents should be reminded that professionals need time to talk with the child and gather evidence regarding the perpetrator and the circumstances of the abduction. Parents should be assured that investigators also have the best interests of the recovered child as their main focus, and the investigator's special training and/or experience should be emphasized.

Recovery and reunification should take place in a neutral and private location. Chaos and confusion should be kept to a minimum. The location will determine, to some extent, the ability of professionals to control events and media access. Arranging a neutral and private place will provide everyone involved some "breathing room." It will also give Reunification Team members an opportunity to explain rights and options to the family and offer initial assistance and resources. The recovered child and his or her family need time to digest all of the information and intense emotions barraging them in a brief span of time.

Law enforcement agencies should have procedures and plans to handle the media interest that may surround the recovery of an abducted child. Even though media attention may be intense, the needs of the recovered child and family come first. Professionals

involved with the family may need to help ensure that these needs are protected by allowing the family to enter the reunification site through a private or protected entrance. Families need privacy at this time. They do not need to see the reunification with their child on the evening news. Individuals caring for other children at home should be provided with instructions regarding media calls and requests. Similar steps should be taken to protect any siblings who may still be in school or at other locations at the time of recovery.

If there are other children at home, plans need to be made for their care in the home while other family members go to the reunification meeting. Information about the progress of the reunification and the anticipated return of the recovered child should be provided to the temporary caregiver to pass on to other family members.

The law enforcement officer or mental health professional team member should instruct the family to bring several familiar items to the reunification meeting such as the child's favorite toy and photographs of family members, family events, or pets to which the child was particularly attached. These items may assist the child with recovering memories of the family and his or her past life and can serve as a conversational icebreaker during the initial meeting. For older children, bringing newspaper articles or missing child posters may provide needed confirmation to the child of efforts made to recover him or her.

Families may need assistance with transportation and other arrangements for their return home due to intense media attention or financial difficulties. The National Center for Missing and Exploited Children works with private corporations to provide transportation and lodging to parents who cannot afford to travel to pick up a child who has been recovered and is in protective custody. Call NCMEC at 1-800-THE-LOST (1-800-843-5678)

to learn more about this program including limitations and restrictions.

In developmentally appropriate language the recovered child should be informed about each step in the recovery and reunification process, as well as his or her participation in the investigative process. This is particularly important when the child is placed into temporary custody. Foster parents with whom the child is placed should also be provided with information about the child's situation, including what to expect from the child and instructions for helping the child. The family should be given some idea of the contact they will have with investigators in the following days. This is not the time for the family to see many different faces, so the primary investigator should remain the lead contact with the family.

Professionals involved in the recovery and reunification of a missing child should make parents aware of potential responses from their child and prepare them to deal with these possibilities without becoming angry or rejecting the child. In some cases the child may appear apathetic or emotionally blunted, fearful, or even ambivalent or hostile about the reunification. Parents should be encouraged to take the lead in greeting the child. They need to be told about what to expect on their child's first night home. Rather than talking about the abduction event, the recovered child probably will be focused on being in his or her room and becoming reacquainted with siblings. Parents may be relieved to have their child home but anxious about the ability of the child to adjust in both the short- and long-term. Parents need to understand that things may **not** return to the way they were before the abduction occurred.

Professionals should not assume that a child whose behavior appears controlled or nonchalant is untroubled by the events taking place. Detachment may be the recovered child's

way of coping with a terrifying and painful situation.

Family abduction or runaway cases involving allegations of physical or sexual abuse need to be given priority and investigated in a timely manner to avoid unnecessary trauma. The child and both parents need to be interviewed. If a child communicates allegations of abuse and/or evidence of abuse is present, established protocols for evaluation and investigation need to be followed. Protecting

the child should be the first priority of the Reunification Team.

Mental health professionals will need to make arrangements to follow up with the family as soon as possible, but at the very least no later than 48 hours after the reunification. Most families will need ongoing support to cope with the effects of the abduction of their child and its aftermath. These effects may not be apparent immediately but may emerge over time.



Special Issues of Nonfamily and Family Abductions and Runaway Children

While there are many generalizations that can be made about missing children cases, this chapter discusses specific issues related to runaways and nonfamily and family abductions.

Special Issues of Nonfamily Abduction

Nonfamily persons usually abduct children for one or more of the following purposes

- sexual assault
- to raise the child as his or her own
- for ransom
- homicide

Child victims of nonfamily abductions are the most likely to have experienced sexual and physical assaults. This type of abduction has the highest risk for homicide.

Recovered children who were abducted by a nonfamily member often have initial concerns about their safety and being reabducted. Often they do not believe that they are really safe. Upon recovery these child victims may appear to be coping very well. It is common for children who have experienced trauma to be talkative initially and have excellent recall of details. This is a good time for the investigating officer to obtain critical and timely information from the child regarding the abduction and subsequent events.

Professionals and parents need to be aware that this initial period of euphoria and the child's immediate and initial disclosure of information about their abduction may quickly be replaced by a feeling of numbness. Child victims may appear to be detached and distant from family and friends, apathetic in day-to-day activities, and uninterested in things and activities they previously enjoyed. They may exhibit feelings of denial or avoidance of the abduction event. Teenage victims may show blunted emotions,

apathy, and denial of any intrusive thoughts or negative feelings about the abduction event. They may insist that their normal life and activities will not be affected by the abduction. Families may misinterpret the numbness reaction of the recovered child as emotional callousness or adjustment. This numbness is the child's way of coping with overwhelming emotions regarding the abduction and recovery. It is important to remember that the lack of emotion is symptomatic and indicative of ongoing trauma. The period of emotional numbness may last from a few weeks to many months.

There may also be a great deal of pressure from the public and the media to know details of the abduction and to have access to the child victim. Because the recovered child appears to be coping or may even appear euphoric, it may seem harmless to expose the child to media interviews. For most child victims, the reality of what they have experienced will hit them within hours or days of recovery. When that happens, they may find it difficult to cope with the public exposure of their victimization. This exposure may lead them to feel that they have been re-victimized or exploited even further.

Professionals involved in the recovery of an abducted child should counsel parents to protect their children from well-intentioned, but potentially exploitive well-wishers and media representatives. Law enforcement investigators should counsel the victim and family members about the limits of case information that can be provided to the media. Family members should be cautioned about the potential harm to their child from media exposure following recovery. Parents need to be reassured that they have the right to provide their child with the privacy he or she needs. This may be difficult to do, particularly when the media may have played a role in the recovery of the child.

Law enforcement officers should be prepared to handle the intense media interest that may accompany the recovery of an abducted child. The establishment of a command post and media briefings by a trained public information officer will alleviate some of the chaos and provide needed privacy for the recovered child and the family. Media and well-wishers should be encouraged to allow the family time and privacy. Rather than allowing the child to be overwhelmed by large numbers of family members and friends, the first post-recovery meeting should include only **immediate** family members.

In many cases, children and adolescent victims of abduction assume that they will not be missed and that no one is looking for them. Upon recovery, they are surprised to realize that major efforts were undertaken to find them. Many abducted children fear or believe

that they will never see their families again or that they will be killed.

The interpersonal relationship developed between the child victim and the abductor during the event has been shown to be an important factor in establishing psychological control during the abduction. The process by which this relationship develops may be critical to understanding the child's emotional responses following recovery. The recovered child may seem ambivalent about the abductor. Because of the vulnerability of the child, the desire to see the abductor punished may conflict with fears of reprisal. The child may fear that the abductor or friends of the abductor will return. The child is primarily dependent upon adults for assurances, but may feel that adults "failed" to protect him or her from the first incident.¹

¹C. Hatcher. *A Conceptual Framework for Victimology: The Adult and Hostage Experience*. Paper presented at the American Psychological Convention, Los Angeles, California, 1981.

Guidelines for Handling the Reunion of a Nonfamily Abducted Child

The agency responsible for facilitating the reunion should

- Arrange for a comprehensive physical examination of the victim, determine any immediate physical or emotional needs of the child, and ensure that those needs are met.
- Conduct a careful interview of the child, document the results of the interview, and involve all appropriate agencies.
- Notify the child's parents of the recovery and request that they bring only immediate family members to a designated private location for the reunion.
- Brief the parents on their child's condition and ask them to refrain from making a public announcement about the child's recovery.
- Instruct the parents to bring along a change of clothing for the child and any familiar or favorite items of the child's that were left behind when the child was abducted.
- Arrange to have a victim-witness advocate/mental health professional assigned to the child and family as soon as possible. This advocate should be present at the reunion and available to assist the family with both short- and long-term reunification issues.
- Issue a press release and/or hold a press conference announcing appropriate details of the recovery. Always balance the public's "right to know" with the need to protect the dignity of the victim family and the integrity of the case.
- Cancel alarms and have the case removed from the Federal Bureau of Investigation's National Crime Information Center (NCIC) computer and any other information systems utilized during the search.

Reunion Scenario

Following is the summary of an actual nonfamily abduction and reunion scenario. Mistakes were made in the reunion. Agencies should review the guidelines on how to facilitate the reunion of a nonfamily abducted child for tips on the "correct" approach for handling such a situation and formulate a contingency plan on how their agencies would handle such a high-profile reunion.

Eleven-year-old Carly² was abducted by a 32-year-old male as she rode her bike home from a friend's house. Her bike was found in woods near the road. Media interest in the case was intense and spread quickly from local news to state and even national coverage. Photographs and posters of Carly were circulated over a wide area.

Several days after her disappearance a motel desk clerk recognized Carly as the young girl traveling with a man who registered the day before and called police. Within hours the abductor was apprehended, and Carly was recovered alive. She had been sexually assaulted repeatedly during her captivity.

Carly was returned to her home town, taken to a hospital for examination, and questioned by police officers. A few hours later police officers drove her home where her family and a huge crowd of reporters, neighbors, and well-wishers were gathered in the street. The reunification with her parents and siblings took place in the driveway amid the crowd and with cameras recording every expression and word. Fewer than 48 hours later Carly was interviewed on camera for a nationally broadcast television program. At that point she had **not** received any mental health counseling.

²The names have been changed in all reunion scenarios featured in this publication to protect the privacy of the victims and families involved.

Special Issues of Family Abduction

Cases of family abduction may present special difficulties for law enforcement officers charged with enforcing a custody order and picking up a child. Many law enforcement officers are hesitant to pick up a child or accompany a parent to recover a child without an order from a court of their state or statutory authority. Determining the validity of the custody order can be difficult, and the potential for civil liability exists if the order is later determined to be invalid. Some states direct law enforcement officers by law to return a child to the lawful custodian when the abductor is arrested. In most states, law enforcement officers will turn the child over to the recovering parent as long as they are not prohibited by law from doing so. This is true whether or not criminal charges are pending against the abductor.

The issues of enforcement of child custody orders and executing arrest warrants for the abducting family member are separate issues. It is important for law enforcement officers to be knowledgeable about the legal issues with regard to enforcing child custody orders. These issues are presented in greater depth in *Missing and Abducted Children: A Law Enforcement Guide to Case Investigation and Program Management* and *Family Abduction*, both published by the National Center for Missing and Exploited Children. To order a free copy of these books call 1-800-THE-LOST (1-800-843-5678).

When recovering a child victim of family abduction it is important for agencies to consider the behavior of the abducting parent prior to the abduction and the experiences of the child during the abduction. Professionals should discover as quickly as possible what the child believes or has been told about the recovering parent. If it is determined that the child believes the parent is dead or dangerous, a mental health professional should be involved immediately to assist with interviewing the child and assessing the condition of the child in preparation for reunification.

The child may have been told that the left-behind parent did not love or want him or her, was hurting the child, or died. The child may

have been brainwashed to believe that the searching parent will harm him or her. The child may have been taught to fear being "apprehended" by the police. If the child is very young or missing for a long period of time, he or she may not remember the left-behind parent or even his or her own real name. Despite the circumstances of the abduction, child victims often develop a dependency upon the abducting parent. The child may feel protective toward the abductor and want to take care of or shield the abducting parent. For a child who has been missing a long time or who believes the recovering parent is dead or is a frightening person, recovery and reunification with that parent can be a terrifying experience. The child may even perceive the recovery and reunification as another abduction.

Allegations and counter-allegations of neglect, physical abuse, or sexual abuse by one or both parents are not uncommon at the time of recovery of the child. When allegations of abuse have been made or there is a documented history of abuse, it is important to involve child protective services and, if appropriate, the courts. A careful evaluation should be done prior to the reunification of the child with the left-behind parent. It is not uncommon for a recovered child to be placed in temporary custodial care until maltreatment issues have been resolved. Family abduction cases frequently involve couples with a documented history of spouse abuse. The abductor may take the child to punish or intimidate the other parent or to try and force a reconciliation. Cases where the abusive partner is also the abductor require special caution in recovery of the child. It is important to know if the abductor has made threats about harming or killing the child. In some situations it may be appropriate for courts to review placement of the children.

Some parents will abduct their children in the course of fleeing spousal abuse. Domestic violence laws and laws regarding child custody and family abduction have developed independently of each other over time. These laws often present complex problems and ethical dilemmas for those charged with

protecting children, protecting battered women, and enforcing child custody orders and abduction laws. In some states fleeing domestic violence is a legitimate defense in family abduction cases. It is important for the officer to know the applicable laws in his or her state. There are liability issues that should also be considered carefully when allowing a searching parent to recover the child and confront the abducting parent alone. Where there are allegations of abuse of the child or a parent, the searching parent should **not** be allowed to recover the child without the assistance and involvement of agency personnel. Steps should be taken to ensure the safety of both the abused parent and the child in potentially dangerous situations.

The abducting parent should not be interviewed in the presence of the child or the recovering parent. The abducting family member should be encouraged to cooperate in making the recovery event and aftermath as easy as possible for their child. Professionals need to obtain as much information as possible from the abducting parent about what the child has been told and what the child may believe about the abduction and the recovering parent.

Care should always be taken to safeguard the child victim from witnessing the use of force

against or arrest of the abducting parent. Whenever possible, the child should be given an opportunity to say goodbye to the abducting parent. Care should be taken, however, to avoid prolonged and extremely emotional farewells. Allowing a second goodbye once the child is separated from the abducting parent is **not** a good idea as it may prolong and worsen an already painful event. Whenever possible, the child should be allowed an opportunity to take special possessions with him or her. The child may have a pet or some possession to which he or she is attached. The Reunification Team needs to make arrangements to deal with these issues in a way that provides comfort to the child.

The child should be given an explanation, in developmentally appropriate language, of what is taking place and why, rather than leaving the child to his or her own fears and fantasies. Professionals present at the recovery should note the child's emotions to see whether the child appears to feel guilty, fearful, happy, or confused. Children should always be reassured that what is taking place is not their fault.

Professionals involved in recovery and reunification must avoid the appearance of "taking sides" in the issue of custody.

Guidelines for Handling the Reunion of a Family Abducted Child

The agency responsible for facilitating the reunion should

- Arrest suspect-parent away from child, if possible.
- Coordinate with child protective service workers regarding the need for temporary shelter and/or foster care until any outstanding custody issues are determined, left-behind parent or investigator arrives, and/or any outstanding criminal allegations are resolved. It may take months for all outstanding custody issues to be determined if the order was *ex parte* or there are conflicting orders. In addition foster care is an option when neither parent appears suitable.
- Take charge of the situation and conduct a thorough interview of the child, suspect parent, left-behind parent, and any other appropriate persons involved in the situation. Document the results of the interviews and involve all appropriate agencies.
- Professionals are there to enforce the custody order and should not articulate personal opinions about the case.
- Enforce legal orders with the least amount of physical and emotional trauma to the child.
- Coordinate with victim-witness advocates/mental health professionals assigned to the child and family as soon as possible. This advocate should be present at the reunion and available to assist the family with both short- and long-term reunification issues.
- Cancel alarms and remove the case from the Federal Bureau of Investigation's National Crime Information Center (NCIC) computer and all other information systems utilized during the search.

Reunion Scenario

Following is the summary of an actual family abduction and reunion scenario. Mistakes were made in the reunion. Agencies should review the guidelines on how to facilitate the reunion of a family abducted child for tips on the "correct" approach for handling such a situation and formulate a contingency plan on how their agencies would handle such a reunion.

Dave's son, Timmy, was abducted by his noncustodial mother when he was 4 years old. Two and a half years later, Dave located his son with help from a private investigator. He was able to get the court in the state in which the boy and his mother were living to validate his custody order and issue a pick-up order. Accompanied by local police officers he went to the house where his son and former wife were living. His son was playing in the front yard when they approached. Later Dave described the encounter by saying, "Timmy had this horrified look on his face. His mother had told him I was dead."

Timmy's mother, alerted by neighbors, came out into the street screaming hysterically. She grabbed one of Timmy's arms. His father tugged on the other. Finally the police took everyone to the station. After 2 hours of bitter arguing and making allegations in front of Timmy, the abducting mother was placed in jail. Timmy went home with his father the same day to a new house and a new stepmother he had never met.

Special Issues of Runaway Episodes

Cases involving runaway youth are particularly appropriate for a team approach, drawing on the expertise of youth service providers, mental health professionals, school counselors, and other community service professionals in assisting young people and their families. The Family and Youth Services Bureau; Administration on Children, Youth and Families; Administration for Children and Families; U.S. Department of Health and Human Services has funded several demonstration projects that support improved linkages between runaway and homeless youth programs and law enforcement agencies. The purpose of these projects was to

- increase communication between local law enforcement agencies and runaway and homeless youth centers
- improve collaboration, referrals, and services for at-risk youth and their families
- reduce unnecessary adjudication and incarceration of these youths

Forming such collaborations within communities will help all involved authorities identify the various types of children who run away in their community and the resources needed to better help those youths. For instance short-term runaways are often fairly amenable to family reunification and may only need referral to services that can assist the family in identifying problems that lead to the runaway incident and solutions that will hopefully alleviate those problems. Runaways with more serious family problems may not be candidates to return to their homes. Such situations would require authorities to provide alternative placements and other supportive services. In addition chronic runaways and those who have been "on the street" for a long period of time are more likely to have been victimized and exploited while gone and may have special physical and psychological needs.

The first priority when recovering a runaway is to take the child to a safe place. This responsibility is often carried out by law enforcement. Then the child needs to be

carefully assessed and interviewed — in a nonaccusatory way — about his or her immediate physical and emotional needs, reasons for running away, and the circumstances encountered while away. Talking with runaways about any victimization they have experienced, prior to running away or during the time they were gone, will provide important direction for future placement, treatment, and services. If information on criminal activity is uncovered while talking with them about their activities prior to or during the runaway episode, the information must be carefully recorded while remembering that the primary focus should remain on the child's emotional and physical well-being.

Interviewing runaways may present certain difficulties since runaways may view police officers as a threat and may fear that the officer will "just" return them to their home. Children may be particularly distrustful of law enforcement if they have tried previously to report abuse and did not receive a satisfactory response.

In many cases, running away is a child's way of dealing with an unresponsive system. Officers should approach runaway and throwaway children in a nonthreatening manner and take time to build rapport with them. Law enforcement agencies need to have a written policy directing the involvement of specially trained youth service providers in this debriefing and interview process. For those communities with a Reunification Team, a local agency should have already been designated to meet this need. In communities that do not yet have a Reunification Team, law enforcement agencies need to contract with their local social service, child welfare, mental health, or other appropriate agency to secure this assistance and support.

Keep in mind that an interviewer who lectures a young person about how wrong it was to run away will find it difficult to have that same child confide in him or her. If possible the interview should be conducted by a specially trained person other than the one who took the child into custody. This will help in building rapport with the runaway child.

Many runaway children leave home to escape sexual or physical abuse while others may have been told to leave by a parent or guardian. Returning home may not be the best or safest option for them. In such cases the interviewer will need to immediately notify the appropriate child protective services agency of those allegations. Failure to do so may constitute negligence and can involve potential civil and criminal liability on the part of the interviewer and his or her agency. This notification process needs to be part of the written policy for each agency involved in the interview process.

If the runaway is in need of medical care, mental health counseling, and/or shelter, the interviewer will need to contact appropriate agencies and resources for assistance in determining how to best meet those needs. In addition check for any prior reports of child abuse, domestic violence, or other criminal behavior in the home and notify the appropriate child protection agency. Avoid enticing the child to make an untrue claim of physical or sexual abuse as a reason for running away. Rather than telling the young person that he or she will not have to return home if a parent has been abusive, set the stage for the child to feel comfortable in making a disclosure regarding his or her reasons for running away. Persons charged with interviewing runaways should have

thorough training and experience in interviewing children. They also should be knowledgeable about the dynamics of abuse and its impact on young persons.

Key information to ask the runaway includes

- Why did you leave?
- Where did you go?
- With whom did you stay?
- Did anyone encourage you to leave?
- How did you survive?
- Have you run away before?
- Why did you return?
- Is it safe for you to return home?
- Will you run away again?
- Is there anything I can do for you now?

The responses to these questions will help determine what services the child needs and what agencies need to be contacted to provide those services.

For more information on model partnerships between law enforcement agencies and runaway and homeless youth programs, please request a copy of the Summer 1994 edition of *The Exchange* from the National Clearinghouse on Runaway and Homeless Youth at 301-608-8098. The strategies outlined in that publication may offer guidance in helping to build professional partnerships to assist runaway youth in your community.

Guidelines for Handling the Reunion of a Runaway Child

The agency responsible for facilitating the reunion should

- Conduct a thorough interview of the child, document the results of the interview, and involve all appropriate agencies (including Child Protective Services). Determine
 - Why did the child leave?
 - Where did the child go?
 - How did the child survive?
 - Who helped the child during the absence?
 - Is the child likely to leave again?
- Consider a comprehensive physical examination for the child.
- Make child/family aware of community services to deal with any unresolved issues.
- Complete an agency report of the episode that can be promptly accessed and reviewed if the child leaves again.
- Cancel alarms and remove the case from the Federal Bureau of Investigation's National Crime Information Center (NCIC) computer and all other information systems utilized during the search.

Reunion Scenario

Following is the summary of an actual recovery of runaway children. Mistakes were made in the reunion. Agencies should review the guidelines on how to facilitate the reunion of a family whose child has runaway for tips on the "correct" approach for handling such a situation and formulate a contingency plan on how their agencies would handle such a reunion.

Local police received a call at 1:15 a.m. from a truck driver on a nearby interstate. He reported that he had seen 2 young boys walking along the highway and was concerned for their well-being.

A police officer was dispatched to the area where the 2 boys were last seen, and they were located. The boys, aged 12 and 10, were brothers.

The officer took the boys into custody and asked them where they lived. At first the boys would not tell the officer where they resided. They said that they were afraid to go home and their father had threatened to kill them and bury them in the backyard. After continued pressure by the officer, one of the boys gave their address. The officer returned them to their home.



Conclusion

A runaway episode by a child or the abduction of a child, whether by a parent or a nonfamily person, has a lasting impact upon the child and family. The way in which a child is recovered and reunited with his or her family has the potential to either inflict additional trauma upon the child or help begin the process of healing. The circumstances of recovery and reunification also may have a profound impact upon the effectiveness of professionals pursuing criminal investigation and prosecution. Understanding the dynamics of the runaway child and child abductions and careful planning by multiple agencies can help professionals ensure that the child is not traumatized further and subsequent investigation and interventions on behalf of the child and family are handled as effectively as possible.



Appendices

Child Abduction: Stages of Emotional Reaction in Nonfamily Abduction Cases

[Adapted from C. Hatcher, J. Behrman-Lippert, C. Barton, and L. Brooks's the Reunification of Missing Children Project. Final Report. Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1992, pp. 36-38. This has been adapted and reprinted with permission. All rights reserved.]

Initial Reaction

During the initial moments of the abduction the child's reactions are generally more primitive than adult behavior under similar circumstances. For most children within the United States, their first association is with an experience seen on television or in a movie. Behaviorally 1 of 3 patterns of freezing, panicking with crying and screaming, or making jokes. The freeze response is the most common and is accompanied by internal fear, anxiety, and thoughts of being hurt. Crying and screaming is a typical reaction if a child is physically seized. Unlike adults, children rarely attempt to flee or fight. Within each type of these responses, the child's perception of what is about to happen may vary. He or she may see the captor(s) as "bad people." He or she may be afraid that something very bad is going to happen but is unsure of what it will be.

Acceptance/Respect for Captors

The second child abduction stage is characterized by acceptance or respect for the captor(s). The child victim may believe that if he or she cooperates, no further harm will come. The child may wish to be a hero and have thoughts of taking action against the abductor or to escape, but these thoughts rarely evolve into a plan of action. Even though the child will rarely take action, holding on to the heroic fantasy may become an important survival mechanism.

Increased Victim/Abductor Interaction

In the third stage of child abduction, interaction between the victim and captor will increase as a part of the child's development of simple survival strategies. Since the adult captor is able to exert extensive control over a child both mentally and physically, the child's response is usually submissive and cooperative. In these situations the child may come to realize that he or she could not survive on his or her own and that serious consequences could occur if he or she rejects the abductor. Some children will look for means of escape but will rarely utilize potential opportunities to get away. When the event is over, the child often has difficulty explaining why he or she did not use opportunities to escape. It is clear that the child's perception of the captor as being in total control is a factor in the behavior of the abducted child.

For child victims who are abducted as part of a group, obtaining food, water, and privacy during body eliminations become priority times involving limited group interaction. Subgroups have been found to form around the 2 principal characteristics of age and aggressiveness. Younger and less aggressive children form one cluster while older and more aggressive children align in another cluster.

End of Abductor Control

In the fourth stage of child abduction, disintegration or termination of the captor's control begins, usually by the abductor himself or herself or by other external factors. Unlike adult hostages, the child does not tend to fear that something will go wrong during surrender or rescue or experience anxiety about the loss of stability. The child's trust of, or admiration for, police officers remains relatively high. Some child victims may have difficulty believing that the abduction event is over, even after they are rescued.

End of Abduction

The rescue of the child is accomplished in the fifth stage of child abduction. Supportive physical exchanges take place between the child victim and police officers. The child usually has a lot to say and is quite willing to talk to police at length about the incident. In fact recovered children may demonstrate greater willingness to talk openly and at length with unknown police officers than with parents. This may be due to feelings that the child has not lived up to parental expectations or that he or she was somehow responsible for the abduction. Parents are usually very emotional at reunification, and some children may assume responsibility for their parents' emotion and feel that the whole event was somehow their fault.

Nonfamily Abductions: Post-Recovery Response Patterns of Children

[Adapted from C. Hatcher, J. Behrman-Lippert, C. Barton, and L. Brooks's the Reunification of Missing Children Project. Final Report. Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1992, pp. 167-170. This has been adapted and reprinted with permission. All rights reserved.]

At the time the child is recovered, both initially and for several days afterward, a specific response pattern is seen. The immediate post-recovery response pattern is divided into 5 stages.¹

Brief Euphoria

The first stage is brief euphoria lasting from minutes to less than a day. The euphoria is then replaced by mistrust and restraint, guided by the child's concern that the return may actually be a false event or test engineered by the abductor. As a result, child victims may be somewhat flat in their emotions and will be less responsive to questions. Immediate family members may feel confused by the child victim's restraint or the loss of the child's initial positive reaction to reunification.

Hyperarousal

The second post-recovery response stage is hyperarousal and may last for a number of days following recovery. Both the child and family members are overstimulated by attention from law enforcement, the media, friends, and others including well-intentioned and over-zealous well-wishers. During this time the child victim and family will often talk to anyone who approaches him or her. Family members need to be educated about potential attention demands and the various types of individuals who make them in order to protect them from unnecessary outside pressures.

Hypervigilant Recall

During this stage child victims often want to recall the details that they have so carefully stored away as part of their abduction survival strategy. They do so in order to assist with the investigation and to have people understand the experience. Because the recall of details can also be very painful, the child may experience some ambivalence about remembering and talking about them.

For children whose coping style during the abduction was to distance themselves from the experience by blocking or avoiding details, the information may come out in a more sporadic manner over time. It is not unusual for children to reveal significant details regarding the abduction **after** their initial statements. Children usually avoid disclosure if the information is highly emotionally charged or if they do not view the information as significant initially. Clinically it may take 6 months for all details to emerge. Delayed disclosure of important details may produce frustration for law enforcement officers during the investigation, as well as for family and caregivers. It is important for those adults to understand the child's viewpoint and motivations around delayed disclosure of details.

¹These 5 stages of post-recovery response patterns were also reported by Richard H. Rahe and Ellen Deñender in "Adaptation To and Recovery From Captivity Stress." *Military Medicine*, 1983, pp. 577-585.

Compliance/Resistance

The recovered child may enter the stage of compliance/resistance anywhere between hours to weeks following reunification. At the time of recovery victims comply initially with requests, primarily because that is what they had to do in order to survive the abduction event. This strategy continues after recovery becoming an ongoing response to authorities around the victim. Covert as well as overt requests may be responded to by the child. This can particularly be an important factor in the child's later adjustment if the requests are made more for personal curiosity or personal gain rather than in the interest of the investigation or reunification of the family. These types of requests and responses will later be recognized by the child and family as a secondary injury. As feelings of personal resourcefulness return, the child's resistance to requests increases. This resistance can be directed toward requests from investigators and prosecutors as well as mental health and social service professionals.

Denial and Help-Seeking

During this stage the child's responses alternate between denial and help-seeking. This stage can develop within days and last from weeks to months. Often the child victim will cover over significant internal emotional difficulties and insist that there are no problems in an attempt to recover the stability he or she felt prior to the abduction event.

Family Abductions: Post-Recovery Response Patterns of Children

[Adapted from "Reunification of Parentally Abducted Children" by C. Hatcher, J. Behrman-Lippert, C. Barton, and L. Brooks. Reunification of Missing Children Manual. Washington, D.C.: Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1992, pp. 198-226. This has been adapted and reprinted with permission. All rights reserved.]

Unique response patterns for recovered children in family abduction cases may be observed initially following recovery and may last for days, weeks, or even months.

Much to the surprise and disappointment of recovering parents, children who have been parentally abducted may exhibit emotional bluntness upon reunification. The bluntness may have a disassociative quality. This emotional apathy may be related to the child's feelings of conflict and confusion or to concerns about what to expect. For children who have been told that the other parent abandoned them or was dead, it is a big step to move from perceiving the parent as dead or having abandoned them to a perception that a parent is alive and has constantly searched for them. If there are new stepparents or siblings, the child may be angry that the recovering parent's life has continued while the child was missing. The recovered child may be angry or ambivalent. The child may struggle with feelings of betrayal towards either or both parents.

Lack of Control

A child who has been abducted by a parent may perceive that he or she has been treated as an object and moved around with no consideration of his or her desires. The child may be frustrated by a lack of control over the events of his or her life, from the initial abduction to the events surrounding recovery to post-recovery placement. In response, the child may experience anger and anxiety about the future. He or she may try to regain a sense of control through acting out behavior or by seeking to achieve in areas where the child perceives a sense of control. The child may respond by regression, reverting to behavior more appropriate for a younger child. In some cases the child will respond by becoming

compliant in order to minimize or guard against additional losses.

Belief Confusion

The recovered child may exhibit a great deal of confusion about who to believe and trust. The explanations given the child by the abducting parent regarding the motivation for the abduction will determine to varying degrees the child's beliefs about the behavior and the interest of the parent in the child. The explanations about the abduction and the events leading up to it given by the abducting parent and the recovering parent often will vary dramatically. Professionals involved in the recovery of the child may present a picture that is somewhere between the two. The recovered child may not know which parent or explanation to accept. The child may have difficulty integrating an alternate view. At the very least, the child gets the impression that both parents can not be right in their statements. Learning that his or her perceptions have been wrong may have the impact of shattering and undermining the child's trust and confidence in his or her ability to understand the world.

Fear

Depending upon what the child was told or believed to be true about the recovering parent, he or she may experience additional fears and issues related to reunification. At the time of recovery the child may believe that the recovering parent abandoned them or died. If the child was convinced the recovering parent was an evil person or posed a threat, he or she will understandably be afraid of that parent. In such cases professionals involved in the reunification should consider conducting the reunification in stages and over a period of time. The recovered child may have initial concerns about safety and

reabduction. These fears may be expressed in direct statements or through statements or through dreams, reabduction play, and sleep difficulties. The child's fear may become more pronounced in anticipation of the first post-recovery contact or visitation with the abducting parent.

Role and Identity Confusion

Cases in which a child was made to change his or her name and role may present particular difficulties. If the names of the child and abducting parent were changed and used over a long period of time, the child may be confused about his or her real name and that of the parent. The child may only identify or understand himself and the abducting parent by the assumed name. The child may also be confused about the abducting parent's different names. In some cases children do not realize that the parent is "known" by 2 different names and believe that the "person" with the assumed name and the "person" with the real name represent different individuals. The child may have difficulty understanding his or her role in relation to the abducting parent depending upon which name is used. During an interview the child's response may depend on whether the questions asked use the abductor's assumed name or legal name. Name changes may also occur with the recovering parent if there has been a legal name change or a remarriage. The child may perceive that the recovering parent with a new name is no longer his or her parent. These factors are important for both treatment and forensic purposes.

Divided Loyalties

Despite the circumstances of the abduction the recovered child often will develop a dependency upon the abducting parent. It is not unusual for the child to feel protective toward the abductor and want to shield him or her. A recovered child may be happy and relieved to see the recovering parent and at the same time feel intense loyalty to the abducting parent. The recovering parent's need for validation may exacerbate the child's conflict. In order to preserve a personal sense of safety the recovered child may adapt or assume loyalty to the parent he or she is with and

overtly assume the attitudes and behavior he or she believes is expected.

Guilt and Shame

The recovered child may struggle with guilt and shame about the abduction event, particularly if he or she was made a co-conspirator by the abducting parent. It is important for professionals to understand the child's beliefs and level of knowledge about the abduction event. If the child was aware that they were abducted during the abduction period, the child may feel responsible for not seeking help or discovery. If the child learns that the abducting parent's description of the other parent was not truthful, the child may feel guilty about accepting that description. An abducting parent will often invite the child to live with him or her. The child may not understand the consequences of this type of invitation, readily agreeing to whatever the abducting parent wants to hear. As a result the child may feel guilt over his or her participation in the process. The child may have been asked by the abducting parent to tell lies under threat of injury or discovery. The child may have viewed the process of helping evade discovery as a fun game; later the child may report confusion and shame about this same enjoyment. An abducted child may not be aware that he or she was abducted. Upon realization of the truth, the child may feel guilty about not knowing or understanding the events around the abduction.

Abandonment

During the abduction period the child may have perceived the recovering parent as abandoning him or her. In some cases the child may have had limited or no contact at all with the abducting parent for weeks or months after recovery. As a result the child may have felt abandoned or that he or she was forced to abandon the abducting parent. The child may have to deal with feelings of abandonment with both parents. The recovered child may test the genuineness and security of the recovering parent through demands for attention and affection. These demands may be overstated or may be expressed through putting themselves into potentially dangerous or unsafe situations.

Training and Information Resources

A body of knowledge and literature about missing children and related issues has developed in the past 5 to 10 years. Very little of this information, however, is readily or easily available to practitioners at the present time. The Missing and Exploited Children's Program in the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, has funded the major studies and projects completed in the last few years. Other projects are currently underway. Unless otherwise indicated written reports from the studies listed below are available from the Juvenile Justice Clearinghouse, 1600 Research Boulevard, Rockville, Maryland, 20850, 1-800-638-8736.

Collins, J. *National Study of Law Enforcement Policies and Practices Regarding Missing Children and Homeless Youth*. Research Triangle Institute for the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1994.

Finkelhor, D.; G. Hotaling; and A. Sedlak. *National Incidence Studies of Missing, Abducted, Runaway, and Thrownaway Children in America (NISMART). First Report: Numbers and Characteristics*, published by the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1990.

Girdner, L. and P. Hoff (Eds.). *Obstacles to the Recovery and Return of Parentally Abducted Children. Final Report*. Prepared for the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, by the American Bar Association Center on Children and the Law, Washington, DC, 1993.

Hatcher, C. *Families of Missing Children: Psychological Consequences and Promising Interventions. Final Report*. Prepared for the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, by the Center for the Study of Trauma, University of California at San Francisco, 1992.

Hatcher, C.; J. Behrman-Lippert; L. Brooks; and C. Barton. *Reunification of Missing Children Project. Final Report*. Prepared for the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, by the Center for the Study of Trauma, University of California at San Francisco, 1992.

Investigation and Prosecution of Parental Abduction. Alexandria, Virginia: The American Prosecutors Research Institute's (APRI) National Center for Prosecution of Child Abuse, Parental Abduction Project. 1995. (Available from APRI at 703-739-0321.)

Other sources of information and/or training

National Center for Missing and Exploited Children
2101 Wilson Boulevard, Suite 550
Arlington, VA 22201-3052
703-235-3900
1-800-THE-LOST (1-800-843-5678)

Office of Juvenile Justice and Delinquency Prevention Training Criminal Justice Department
Fox Valley Technical College
1825 North Bluemound Drive
PO Box 2277
Appleton, Wisconsin 54913-2277
1-800-648-4966

National Center for Prosecution of Child Abuse Investigation and Prosecution of Parental Abduction Project
American Prosecutors Research Institute
99 Canal Center Plaza, Suite 510
Alexandria, VA 22314
703-739-0321

American Bar Association Center on Children and the Law
1800 M Street, NW, Suite 200S
Washington, DC 20036
202-331-2667

National Clearinghouse on Runaway and Homeless Youth
Post Office Box 13505
Silver Spring, Maryland 20911-3505
301-608-8098

ICAN Child Abduction Task Force Protocol

ICAN CHILD ABDUCTION TASK FORCE FACT SHEET

WHAT:	The Los Angeles County Child Abduction Task Force is a multi-agency team, sponsored by the Inter-Agency Council on Child Abuse and Neglect (ICAN). The Task Force is composed of representatives from 13 county, city, federal, and private agencies.
WHY:	The goal of the Task Force is to reduce the trauma to children and their families who are victims of family or nonfamily abductions by providing an effective, coordinated, multi-agency response to child recovery and reunification.
WHO PARTICIPATES:	<p>Find the Children (FTC) — local, nonprofit missing children's organization Federal Bureau of Investigation (FBI) Los Angeles Police Department Los Angeles County Sheriff's Department Didi Hirsch Community Mental Health Center Los Angeles County Department of Children's Services (DCS) Los Angeles County District Attorney's Office</p> <ul style="list-style-type: none">• Child Abduction Unit• Victim/Witness Assistance Program <p>Inter-Agency Council on Child Abuse and Neglect U.S. Attorney's Office* Los Angeles County Juvenile Court* Los Angeles County Superior Court: Family Court Services Los Angeles County Department of Health Services* Los Angeles County Department of Mental Health*</p> <p>* Not currently active members of the Task Force.</p>
WHO IS SERVED:	Children in Los Angeles County who are recovered following a family or nonfamily abduction and the families with whom they are reunified.
TASK FORCE COORDINATING AGENCY:	FTC
FOR FURTHER INFORMATION CONTACT:	<p>Inter-Agency Council on Child Abuse and Neglect (ICAN) 4024 North Durfee Avenue El Monte, CA 91732 818-575-4362</p>

Participants and List of Their Respective Responsibilities

Find the Children (FTC) is the designated coordinating agency.

- Receive child recovery notifications from individual law enforcement officers or FBI agents.
- Request mental health assistance from Didi Hirsch Community Mental Health Center as the designated mental health agency.
- Request assistance from DCS in cases involving protective custody, child sexual/physical abuse, or child neglect.
- Maintain contact with involved agencies until confirmation is received of on-site presence and/or problem resolution.
- Provide assistance to member agency staff to ensure follow-through by member agencies and/or mobilization of other resources.
- Serve as the information repository for Task Force member agencies for information relevant to the case.

Federal Bureau of Investigation (FBI)

- Arrest of subject(s) and immediate return of child to parent(s)/guardian(s).
- Family kidnapping matters — arrest of fugitive parent/guardian and contact local law enforcement to arrange for return/reunification of child to parent(s), DCS, guardian(s), or other.
- The FBI is willing to notify the Task Force regarding Abduction Task Force cases and will respond to appropriate inquiries by FTC and other participating Task Force agencies.

Los Angeles Police Department

- Assess child and parents' needs; contact Detective In Charge and advise; contact FTC.
- Follow through with FTC to ensure that the coordinating agency is fully aware of decisions made or actions taken with regard to the child recovery.
- Respond to routine follow-up inquiries by FTC as coordinating agency about the case and initiate notification of any knowledge of major status changes in the case.

Los Angeles County Sheriff's Department: Juvenile Investigations Bureau

- Investigate criminal allegations.
- Investigating officer will contact pre-designated staff members and advise of case status.
- Contact person will alert FTC and request Task Force response.
- Follow through with FTC to ensure that the coordinating agency is fully aware of decisions made or actions taken with regard to the child recovery.
- Respond to routine follow-up inquiries by FTC as coordinating agency about the case and initiate notification of any knowledge of major status changes in the case.

Didi Hirsch Community Mental Health Center

- Receive children and families referred by FTC and other agencies.
- Make arrangements to see the child and family as soon as possible including immediate response at law enforcement agency when needed, possible, and requested by referring law enforcement agency.
- Provide short-term reunification mental health services and appropriate referral in-house or out-of-agency for longer-term reunification mental health services.
- Maintain contact and case management activities with involved agencies including
 - requesting and coordinating Victim/Witness Assistance involvement (financial assistance, transportation, etc.).
 - immediate contact with referring law enforcement or other referring agency.

- ongoing contact (where appropriate and within limits of minimal court appearance) with judicial system regarding child and parental functioning and threats of re-abduction.
- ongoing contact as needed with FTC in their case coordination function including resolution of case coordination problems.
- Complete research questionnaire.
- Present case updates for case coordination purposes at the Child Abduction Task Force meetings and have monthly case staffings internally at the agency at which abduction clinical consultants will be present.
- Follow through with FTC to ensure that the coordinating agency is fully aware of decisions made or actions taken with regard to the child recovery.
- Respond to routine follow-up inquiries by FTC as coordinating agency about the case and initiate notification of any knowledge of major status changes in the case.

Los Angeles County Department of Children's Services (DCS)

- DCS-Intake Detention Control (IDC) will serve as DCS liaison to the Task Force and respond to all inquiries from Task Force participants as to the status of past and current cases and discuss future cases and liaison with all appropriate divisions within DCS to ensure appropriate response on cases.
- When a child is in protective custody, DCS-IDC will arrange for joint assessments with other Task Force participants as appropriate.
- DCS-IDC will be the liaison to all intra- and interstate child protective services agencies regarding any Task Force cases that have child protective services involvement.
- DCS-Child Abuse Hotline will receive, assess, and assign in-person response time around the clock to reports alleging child abuse/neglect including protective custody due to abuse/neglect.
- DCS-Regional or ERCP Staff will respond in-person to assess risk and need for continued temporary protective custody.
- Follow through with FTC, as appropriate, to ensure that the coordinating agency is fully aware of decisions made or actions taken with regard to the child recovery.
- Respond to routine follow-up inquiries by FTC as coordinating agency about the case and initiate notification of any knowledge of major status changes in the case.

Los Angeles County District Attorney's Office:

Child Abduction Unit

- Make victims and families aware of project and Task Force services and, as appropriate, will refer families to FTC.
- Follow through with FTC to ensure that the coordinating agency is fully aware of decisions made or actions taken with regard to the child recovery.
- Respond to routine follow-up inquiries by FTC as coordinating agency about the case and initiate notification of any knowledge of major status changes in the case.

Victim/Witness Assistance Program/Victim Emergency Response Team

- A Victim Services Representative will respond in-person when contacted by the case coordinator to provide immediate crisis intervention services and assist the recovered child with immediate crisis intervention.
- Assist mental health personnel wherever possible including the transport of the child if necessary.
- Follow through with FTC to ensure that the coordinating agency is fully aware of decisions made or actions taken with regard to the child recovery.

- Respond to routine follow-up inquiries by FTC as coordinating agency about the case and initiate notification of any knowledge of major status changes in the case.
- Work closely with the child's responsible family member, DCS, and mental health provider to ensure that all available financial resources to pay for counseling services are pursued including, but not limited to, State Victim of Crime Compensation, direct order of restitution, insurance recovery, and civil recovery.
- Continue to assist the child and family with ongoing needs for victim assistance as long as services are required.

Inter-Agency Council on Child Abuse and Neglect (ICAN)

- Convene Task Force meetings and provide staff support for Task Force activities.
- Provide consultation for FTC and other agencies during a recovery / reunification to ensure coordination of activities.
- Follow through with FTC to ensure that the coordinating agency is fully aware of decisions made or actions taken with regard to the child recovery.
- Respond to routine follow-up inquiries by FTC as coordinating agency about the case and initiate notification of any knowledge of major status changes in the case.

Los Angeles County Superior Court: Family Court Services

- Provide mandatory mediation in all custody and visitation disputes in family law cases, except where spouse abuse is present.
- Provide child custody evaluations to the court pursuant to a court order or by mutual stipulation of the parties. (Requires \$250.00 deposit and hourly billing unless fee has been waived by the Court.)
- Provide short-term crisis intervention marriage counseling. (Free)
- Provide premarital consent evaluations for minors requesting judicial consent to obtain a marriage license. (Free)
- Provide 8 sessions of group education for parents in danger of contempt pursuant to judicial referral. (Free)
- Provide a monthly custody options seminar for parents exploring divorce issues related to children. (Free)
- Provide referrals to community support services and legal services. (Free)

Bibliography

Abrams, Sally. *Children in the Crossfire: The Tragedy of Parental Kidnapping*. New York: Atheneum, 1983.

Agopian, M.W. *Parental Child Stealing*. Lexington, MA: Lexington Books, 1981.

Barrett, K. "I Always Knew You'd Find Me, Mom." *Ladies Home Journal*, August 1981, p. 86.

Berliner, L. "Protecting or Harming: Parents Who Flee with Their Children." *Journal of Interpersonal Violence*, 5, 1990, pp. 119-129.

Brennan, T.; D. Huizinga; and D.S. Elliot. *The Social Psychology of Runaways*. Lexington, MA: Lexington Books, 1978.

Collins, J. *National Study of Law Enforcement Policies and Practices Regarding Missing Children and Homeless Youth*. Research Triangle Institute for the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1994.

Drabek, T.E. and K.S. Boggs. "Families in Disaster: Reactions and Relationships." *Journal of Marriage and the Family*, 1975, pp. 481-494.

Edelbrock, C. "Running Away From Home: Incidence and Correlations Among Children and Youth Referred for Mental Health Services." *Journal of Family Issues*, 1980, 1(2), pp. 210-228.

Eth, S. and R.S. Pynoos (Eds.). *Post-Traumatic Stress Disorder in Children*. Washington, DC: American Psychiatric Press, 1985.

Farber, E.; C. Kinast; W.D. McCoard; and D. Falkner. "Violence in Families of Adolescent Runaways." *Child Abuse and Neglect*, 8, 1984, pp. 295-299.

Finkelhor, D.; G. Hotelling; and A. Sedlak. *National Incidence Studies of Missing, Abducted, Runaway, and Thrownaway Children in America (NISMART). First Report: Numbers and Characteristics*, published by the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1990.

Forehand, R.; N. Long; C. Zogg; and E. Parrish. "Child Abduction: Parent and Child Functioning Following Return." *Clinical Pediatrics*, 28(7), 1989, pp. 311-316.

Gabarino, J.; J. Wilson; and A.C. Gabarino. "The Adolescent Runaway." In J. Gabarino, C. Schellenback, and J. Sebes (Eds.). *Troubled Youth, Troubled Families: Understanding Families at Risk for Adolescent Maltreatment*. New York: Aldine Publishing Company, 1986.

Gelles, M. "Parental Child Snatching." *Journal of Marriage and the Family*, 46(3), 1984, pp. 735-740.

Girdner, L. and P. Hoff (Eds.). *Obstacles to the Recovery and Return of Parentally Abducted Children. Final Report*. Prepared for the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, by the American Bar Association Center on Children and the Law, Washington, DC, 1993.

Gordy, R.J. *Abducted Children: A Plan and Demonstrated Application for California Law Enforcement*. Independent study by the Commission on Peace Officer Standards and Training Command College, 1991.

Greif, Geoffrey L. and Rebecca L. Hegar. *When Parents Kidnap: The Families Behind the Headlines*. New York: The Free Press, 1993.

Greif, Geoffrey L. and Rebecca L. Hegar. "The Impact of Parental Abduction on Children: A Review of the Literature," *American Journal of Orthopsychiatry*, 62(4), 1992, pp. 599-604.

Greif, Geoffrey L. and Rebecca L. Hegar. "Parents Who Abduct: A Qualitative Study With Implications for Practice." *Family Relations*, 43, 1994, pp. 283-288.

Hatcher, C. *A Conceptual Framework for Victimology: The Adult and Child Hostage Experience*. Paper presented at the American Psychological Convention, Los Angeles, California, 1981.

Hatcher, C.; C. Barton; and L. Brooks. *Families of Missing Children: Psychological Consequences and Promising Interventions. Final Report*. Prepared for the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, by the Center for the Study of Trauma, University of California at San Francisco, 1992.

Hatcher, C.; C. Barton; and L. Brooks. *Reunification of Missing Children. Assessment Report*. Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, 1990.

Hatcher, C.; J. Behrman-Lippert; L. Brooks; and C. Barton. *Reunification of Missing Children Project. Final Report*. Prepared for the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice, by the Center for the Study of Trauma, University of California at San Francisco, 1992.

Hegar, Rebecca L. "Parental Kidnapping and the U.S. Policy." *Social Service Review*, 64, 1990, pp. 407-421.

Hegar, Rebecca L. and Geoffrey L. Greif. "Parental Kidnapping: A Survey of the Problem," *Social Work*, 36(5), 1991, pp. 421-426.

Hegar, Rebecca L. and Geoffrey L. Greif. "Parental Kidnapping Across International Borders." *International Social Work*, 34, 1991, pp. 353-363.

Hoff, P. *Family Abduction*. Arlington, VA: National Center for Missing and Exploited Children, 1994.

Hoff, P. *Legal Remedies in Parental Kidnapping Cases: A Collection of Materials*. Washington, DC: National Legal Resource Center for Child Advocacy and Protection, 1986.

Hoff, P.; J. Schulman; and A. Volenik. *Interstate Child Custody Disputes and Parental Kidnapping: Policy, Practice and Law*. New York: American Bar Association/Legal Services Corporation, 1982, and National Center on Women and Family Law, 1990, Supplement.

Janvier, R.F.; K. McCormick; and R. Donaldson. "Parental Kidnapping: A Survey of Left-Behind Parents." *Juvenile and Family Court Journal*, 41, 1990, pp. 1-8.

Rollin, Miriam; P. Hoff; and L. Girdner. *Parental Child Abduction: An Annotated Legal Bibliography*. Washington, DC: American Bar Association Center on Children and the Law, 1991.

Sagatun, Inger J. and Lin Barrett. "Parental Child Abduction: The Law, Family Dynamics, and Legal System Responses." *Journal of Criminal Justice*, 18, 1990, pp. 433-442.

Santoli, A. "Going Home Again." *Parade Magazine*, February 9, 1986, pp. 4-5, 7.

Steidel, S. (Ed.). *Missing and Abducted Children: A Law Enforcement Guide to Case Investigation and Program Management*. Arlington, VA: National Center for Missing and Exploited Children, 1994.

Terr, Lenore C. "Child Snatching: A New Epidemic of an Ancient Malady." *Journal of Pediatrics*, 103, July 1983, pp. 151-156.

Terr, Lenore C. "Children of Chowchilla: A Study of Psychic Trauma." *The Psychoanalytic Study of the Child*, 34, 1979, pp. 547-623.

Terr, Lenore C. "Psychic Trauma in Children: Observations Following the Chowchilla School-Bus Kidnapping." *American Journal of Psychiatry*, 138(1), 1981, pp. 14-19.

Terr, Lenore C. "Chowchilla Revisited: The Effects of Psychic Trauma Four Years After a School-Bus Kidnapping." *American Journal of Psychiatry*, 12, 1983, pp. 1543-1550.

Terr, Lenore C. *Too Scared To Cry: Psychic Trauma in Childhood*. New York: Basic Books, 1990.

Toder, F. *When Your Child is Gone*. Sacramento, California: Capital Publishing Company, 1986.

National Center for Missing and Exploited Children

The National Center for Missing and Exploited Children (NCMEC), established in 1984 as a private, nonprofit organization, serves as a clearinghouse of information on missing and exploited children; provides technical assistance to citizens and law enforcement agencies; offers training programs to law enforcement and social service professionals; distributes photographs and descriptions of missing children nationwide; coordinates child protection efforts with the private sector; networks with nonprofit service providers and state clearinghouses on missing person cases; and provides information on effective state legislation to ensure the protection of children per 42 USC §§5771 and 5780. NCMEC, in conjunction with the U.S. Postal Inspection Service, U.S. Customs Service, and U.S. Department of Justice, serves as the **National Child Pornography Tipline (1-800-843-5678)**. In addition NCMEC serves as the Hotline for the National Alzheimer Association's **Safe Return Program (1-800-572-1122)**.

A 24-hour, toll-free telephone line is open for those who have information on missing and exploited children: **1-800-THE-LOST (1-800-843-5678)**. This number is available throughout the United States, Canada, and Mexico. The TDD line is 1-800-826-7653. The NCMEC business number is 703-235-3900. The NCMEC facsimile number is 703-235-4067.

In April 1990 NCMEC merged with the Adam Walsh Centers. For information on the services offered by our branches, please call them in California at 714-558-7812, Florida at 407-848-1900, New York at 716-242-0900, and South Carolina at 803-254-2326.

A number of publications addressing various aspects of the missing and exploited child issue are available free-of-charge in single copies by contacting the National Center for Missing and Exploited Children's Publications Department.



Printed on Recycled Paper



2101 Wilson Boulevard, Suite 550
Arlington, Virginia 22201-3052
ORI VA007019W

Missing and Exploited Children Comprehensive Action Program (M/CAP): Creating a Circle of Safety for Child Victims

Fragmentation of responsibility and services for child victims leaves many missing and exploited children unidentified and underserved. Multiple agencies may serve the same children and families without coordination. No one agency has a complete picture of the child, because each is holding different pieces of the puzzle. Many missing and exploited children suffer multiple types of victimization and require special services.

M/CAP's mission is to help communities improve their response to child victims and their families, including missing and exploited children, through the development of effective multidisciplinary, interagency teams and strategies. M/CAP fosters the development of a dynamic process that enables front-line agency staff to work together on an ongoing basis to identify problems and design workable solutions.

Composition of M/CAP Teams is made up of line staff and middle management from all of the agencies involved with victimized and at-risk children including law enforcement, social services, mental health, courts, prosecutors, schools, medical, *guardian ad litem*s, nonprofits, and juvenile probation.

M/CAP Teams receive training and technical assistance on issues identified by Team members and opportunities to network with M/CAP Teams and other organizations around the country. Teams also have access to special resources related to missing and exploited children including specialized publications, guides, and resource materials. Working together, M/CAP Teams and Public Administration Service staff have produced a number of innovative approaches to working with missing and exploited children. These resources include multiagency guidelines for reporting and investigating these cases; policies and procedures for background checks for youth/child service agencies; family/juvenile court policies to promote exchange of information; case management practices for more informed case disposition decisions by courts; school policies and procedures for flagging, recording, and documenting school transfer records to prevent concealment of abducted children; and public awareness and prevention programs. Other products include a 40-hour training course on investigation of missing, abducted, and exploited children cases; procedures for the analysis of crimes against children; CASEMAN Management Software; Rapid Response Protocol to Child Abduction; and training on recovery and reunification of missing children.

M/CAP Teams are able to improve interagency communication and cooperation, build more substantive cases, expedite services to children and families, reduce duplication of efforts, and identify new resources and make better use of existing resources. As a result M/CAP Teams are able to become more effective at preventing victimization and lessening the trauma experienced by children and their families.

M/CAP was created and funded by the Office of Juvenile Justice and Delinquency Prevention in the U.S. Department of Justice. For more information contact Ronald C. Laney; Director, Missing and Exploited Children's Program; Office of Juvenile Justice and Delinquency Prevention; 633 Indiana Avenue, NW; Washington, DC, 20531.





Recovery and Reunification of Missing Children: A Team Approach

Basic Facts About Missing Children

A Team Approach to Reunification

The Reunification Meeting

Special Issues of Nonfamily and Family Abductions and Runaway Children

Conclusion

Appendices