



Memorandum of Understanding between Northwest Louisiana Technical Community College, Webster Parish District Attorney Office, Minden Police Department and Webster Parish Sheriff Office.

BACKGROUND

Act 172 of the 2015 Regular Session of the Louisiana Legislature, now Louisiana Revised Statutes 17:3351 (H), 17:3399.11 and 17:3399.12 requires that all public institutions of higher education enter into memorandum of agreement with local law enforcement agencies to clearly delineate the responsibilities and share information, in accordance with applicable state and federal confidentiality laws regarding sexually oriented criminal offenses, including trends occurring against students at institutions of higher education located in Webster Parish. Prior collaborations among the different agencies, have until this time, been informal and unwritten agreements. With signature to this MOU, all representatives are demonstrating a commitment to the requirements of Act 172.

PURPOSE

This working agreement is recognized as a cooperative, collaborative commitment between local law enforcement and NLTCC to delineate responsibilities and share information related to sexually oriented criminal offenses, and as proof of commitment as acknowledged by the signature of each agency's representative.

LAW ENFORCEMENT RESPONSIBILITIES

- Designate a liaison to serve and work with NLTCC to serve as the agency's contact person;
- Maintain communication and contact with NLTCC to the extent that they are able without hampering or jeopardizing their own investigation. Including meeting with the NLTCC designated security lead to assist that institution in resolving sexually-oriented criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence;
- Notify NLTCC, to the extent they are able with respect to any confidentiality requirements, of any report of a sexually oriented criminal offense that may have occurred on their campuses or involved a student as a victim or an accused;
- Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation, to assure that any reported incident involving sexually-oriented criminal offenses that may have occurred on their campuses or involve a student as a victim or an accused is fully investigated;
- Assist in the development and implementation of training for the Institution for sharing information and conducting investigations into sexually oriented criminal offenses that may have occurred on their campuses or involve a student as a victim of an accused is fully investigated;
- Share general information about sexually oriented criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety;

- Develop and support the policies and procedures to establish and maintain the communication between all signatories to this MOU.

NLTCC RESPONSIBILITIES

- Designate a liaison to serve and work with law enforcement to serve as the agency's contact person;
- Maintain communication and contact with law enforcement to the extent that they are able without hampering or jeopardizing their own investigation to assist the Institution in resolving sexually-oriented criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence;
- Notify the law enforcement agency, to the extent they are able with respect to any confidentiality requirements, of any report of a sexually oriented criminal offense that may have occurred on their campuses or involved a student as a victim or an accused;
- Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation, to assure that any reported incident involving sexually oriented criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated;
- Assist in the development and implementation of training for the Institution for sharing information and conducting investigations into sexually oriented criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated;
- Share general information about sexually oriented criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety;
- Develop and support the policies and procedures to establish and maintain the communication between all signatories to this MOU.

TERM

This MOU shall remain in effect until cancelled.

CANCELLATION

This MOU agreement may be canceled at any time by any party upon written notice to the Chief of Police, Sheriff or NLTCC Chancellor.

NLTCC Chancellor

Date

Webster Parish Sheriff

Date

NLTCC Minden Campus Safety Officer

Minden Chief of Police

Date

Webster Parish District Attorney

Date

ADDENDUM TO MEMORANDUM OF UNDERSTANDING OF COORDINATION BETWEEN SHREVEPORT
POLICE DEPARTMENT, CADDO PARISH SHERIFF'S OFFICE, CADDO DISTRICT ATTORNEY'S OFFICE, AND
NORTHWEST LOUISIANA TECHNICAL COMMUNITY COLLEGE

I am in agreement with the original Memorandum of Understanding signed December 2021.

NLTCC DIRECTOR OF FACILITIES

SIGNATURE:

NAME:

DATE:

NLTCC CHANCELLOR

SIGNATURE:

NAME:

DATE: