

## MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) constitutes an agreement between United States Immigration and Customs Enforcement (ICE), a component of the Department of Homeland Security (DHS), and the Riverside County Sheriffs Department (RCSD), pursuant to which ICE delegates nominated, trained, certified, and authorized RCSD personnel to perform certain immigration enforcement functions as specified herein. It is the intent of the parties that these delegated authorities will enable the RCSD to identify and process immigration violators and conduct criminal investigations under ICE supervision, as detailed herein, within the confines of the RCSD's area of responsibility. The RCSD and ICE enter into this MOA in good faith and agree to abide by the terms and conditions contained herein.

### I. PURPOSE

The purpose of this collaboration is to enhance the safety and security of communities by focusing resources on identifying and processing for removal of criminal aliens who pose a threat to public safety or a danger to the community. This MOA sets forth the terms and conditions pursuant to which selected RCSD personnel (participating RCSD personnel) will be nominated, trained, and approved by ICE to perform certain functions of an immigration officer within the RCSD's area of responsibility. Nothing contained herein shall otherwise limit the jurisdiction and powers normally possessed by participating RCSD personnel as members of the RCSD. However, the exercise of the immigration enforcement authority granted under this MOA to participating RCSD personnel shall occur only as provided in this MOA.

### II. AUTHORITY

Section 287(g) of the Immigration and Nationality Act (INA), codified at 8 U.S.C. § 1357(g) (1996), as amended by the Homeland Security Act of 2002, Public Law 107-296, authorizes the Secretary of DHS, acting through the Assistant Secretary of ICE, to enter into written agreements with a State or any political subdivision of a State so that qualified personnel can perform certain functions of an immigration officer. This MOA constitutes such a written agreement.

### III. POLICY

This MOA sets forth the following: 1) the functions of an immigration officer that DHS is authorizing the participating RCSD personnel to perform; 2) the duration of the authority conveyed; 3) the supervisory requirements, including the requirement that participating RCSD personnel are subject to ICE supervision while performing immigration-related duties pursuant to this MOA; and 4) program information or data that the RCSD is required to collect as part of the operation of the program. For the purposes of this MOA, ICE officers will provide supervision for participating RCSD personnel only as to immigration enforcement and/or immigration investigative functions as authorized in this MOA. RCSD retains supervision of all other aspects of the

employment and performance of duties by participating RCSD personnel.

The RCSD is expected to pursue to completion all criminal charges that caused the alien to be taken into custody and over which the RCSD has jurisdiction.

ICE will assume custody of an alien 1) who has been convicted of a State, local or Federal offense only after being informed by the alien's custodian that such alien has concluded service of any sentence of incarceration; 2) who has prior criminal convictions and when immigration detention is required by statute; or 3) when the ICE Office of Detention and Removal Operations (DRO) Field Office Director (FOD) or his designee decides on a case-by-case basis to assume custody of an alien who does not meet the above criteria.

#### **IV. DESIGNATION OF AUTHORIZED FUNCTIONS**

Approved participating RCSD personnel will be authorized to perform immigration officer functions outlined in 287(g)(1) of the INA regarding the investigation, apprehension, or detention of aliens in the United States, subject to the limitations contained in the Standard Operating Procedures (SOP) in Appendix D to this MOA.

#### **V. DETENTION AND TRANSPORTATION ISSUES**

ICE retains sole discretion in determining how it will manage its limited detention resources and meet its mission requirements. ICE Field Office Directors may, in appropriate cases, decline to detain aliens whose detention is not mandated by Federal statute. ICE and the RCSD will prioritize the detention of aliens in conformity with ICE detention priorities. ICE reserves the right to detain aliens to the extent provided by law.

If ICE deems it necessary, the RCSD will enter into an Inter-Governmental Service Agreement (IGSA) with ICE pursuant to which the RCSD will provide, for a reimbursable fee, detention of incarcerated aliens in RCSD facilities, upon the completion of their sentences. If ICE and the RCSD enter into an IGSA, the RCSD must meet the applicable ICE National Detention Standards.

In addition to detention services, if ICE deems it necessary, the IGSA may include a transportation component for the transportation of all incarcerated aliens for a reimbursable fee. Under a transportation IGSA, the RCSD will transport all incarcerated aliens in its facilities who are subject to removal, upon completion of their sentences, to a facility or location designated by ICE. Reimbursement to the RCSD will occur only when the RCSD obtained prior approval of ICE for the transportation. ICE will not reimburse if the RCSD did not obtain prior approval from ICE.

The parties understand that the RCSD will not continue to detain an alien after that alien is eligible for release from the RCSD's custody in accordance with applicable law and RCSD policy, except for a period of up to 48-hours, excluding Saturdays, Sundays, and any Federal holiday, pursuant to an ICE detainer issued in accordance with 8 C.F.R. §

287.7, absent an IGSA in place as described above.

## **VI. NOMINATION OF PERSONNEL**

The RCSD will nominate candidates for ICE training and approval under this MOA. All candidates must be United States citizens. The RCSD is responsible for conducting a criminal background check within the last five years for all nominated candidates. Upon request, the RCSD will provide all related information and materials it collected, referenced, or considered during the criminal background check for nominated candidates to ICE.

In addition to the RCSD background check, ICE will conduct an independent background check for each candidate. This background check requires all candidates to complete a background questionnaire. The questionnaire requires, but is not limited to, the submission of fingerprints, a personal history questionnaire, and the candidate's disciplinary history (including allegations of excessive force or discriminatory action). ICE reserves the right to query any and every national and international law enforcement database to evaluate a candidate's suitability to participate in the enforcement of immigration authorities under this MOA. Upon request by ICE, the RCSD will provide continuous access to disciplinary records of all candidates along with a written privacy waiver signed by the candidate allowing ICE to have continuous access to his or her disciplinary records. ICE agrees that any RSO candidate disciplinary files properly released to ICE pursuant to a valid waiver shall retain confidentiality status pursuant to California state law and shall not be released outside of ICE without lawful process. ICE shall not use the disciplinary files for any purpose other than internal ICE considerations for continued candidate positions.

The RCSD agrees to use due diligence to screen individuals nominated for training and agrees that individuals who successfully complete the training under this MOA will make every reasonable effort to perform immigration officer functions authorized under 287(g) of the INA for a minimum of two years. This requirement may be lifted solely at the discretion of ICE for good cause in situations that involve, among other things, imminent promotion, officer career development, and disciplinary actions. Failure by the RCSD to fulfill this commitment could jeopardize the terms of this MOA, and ICE reserves the right, under these circumstances, to take appropriate action as necessary, including terminating this MOA.

All RCSD candidates shall have knowledge of laws and regulations pertinent to their law enforcement activities and their jurisdictions.

All RCSD candidates must be approved by ICE and must be able to qualify for access to appropriate DHS and ICE databases. Should a candidate not be approved, a qualified substitute candidate may be submitted. Such substitution must occur without delaying the start of training. Any future expansion in the number of participating RCSD personnel or scheduling of additional training classes may be based on an oral agreement between the parties and is subject to all the requirements of this MOA and the accompanying SOP.

## **VII. TRAINING OF PERSONNEL**

ICE will provide participating RCSD personnel with Immigration Authority Delegation Program (IADP) training consistent with the accompanying SOP.

## **VIII. CERTIFICATION AND AUTHORIZATION**

Before participating RCSD personnel receive authorization to perform immigration officer functions granted under this MOA, they must successfully complete the IADP training, as described in the accompanying SOP. The IADP will be provided by ICE instructors who will train participating RCSD personnel in the enforcement of Federal immigration laws and policies, the scope of the powers delegated pursuant to this MOA and civil rights and civil liberties practices. Participating RCSD personnel must pass an ICE examination after instruction. Upon completion of training, those RCSD personnel who pass the ICE examinations shall be deemed "certified" under this MOA.

ICE will certify in writing the names of those RCSD personnel who successfully complete training and pass all required test(s). Upon receipt of the certification, the ICE FOD in the Los Angeles Field Office (LAFO) will provide the participating RCSD personnel a signed authorization letter allowing the named RCSD personnel to perform specified functions of an immigration officer for an initial period of one year from the date of the authorization. ICE will also provide a copy of the authorization letter to the RCSD. Only those certified RCSD personnel who receive authorization letters issued by ICE and whose immigration enforcement efforts are subject to a designated ICE supervisor may conduct immigration officer functions described in this MOA.

Along with the authorization letter, ICE will issue the certified RCSD personnel official Delegation of Authority credentials. Upon receipt of the Delegation of Authority credentials, RCSD personnel will provide ICE a signed receipt of the credentials on the ICE Record of Receipt - Property Issued to Employee (Form G-570).

Authorization of participating RCSD personnel to act pursuant to this MOA may be withdrawn at any time and for any reason by ICE or the RCSD, and must be memorialized in a written notice of withdrawal identifying an effective date of withdrawal and the personnel to which the withdrawal pertains. Such withdrawal may be effectuated immediately upon notice to the other party. The RCSD and the ICE FOD in the LAFO will be responsible for notification of the appropriate personnel in their respective agencies. The termination of this MOA shall constitute immediate revocation of all immigration enforcement authorizations delegated hereunder.

The RCSD will immediately notify ICE when any certified and/or authorized RCSD personnel is no longer participating in the 287(g) program so that appropriate action can be taken, including termination of user account access to DHS and ICE systems.

## **IX. COSTS AND EXPENDITURES**

Participating agencies are responsible for personnel expenses, including, but not limited to, salaries and benefits, local transportation, and official issue material. The RCSD is responsible for the salaries and benefits, including overtime, of all of its personnel being trained or performing duties under this MOA and of those personnel performing the regular functions of the participating RCSD personnel while they are receiving training. ICE is responsible for the salaries and benefits of all of its personnel, including instructors and supervisors.

If ICE determines the training provides a direct service for the Government and it is in the best interest of the Government, the Government may issue travel orders to selected personnel and reimburse travel, housing, and per diem expenses only. The RCSD remains responsible for paying salaries and benefits of the selected personnel. ICE will provide instructors and training materials.

Subject to the availability of funds, ICE will be responsible for the purchase, installation, and maintenance of technology (computer/IAFIS/Photo and similar hardware/software) necessary to support the investigative functions of participating RCSD personnel at each RCSD facility with an active 287(g) program. Only participating RCSD personnel certified by ICE may use this equipment. ICE will also provide the necessary technological support and software updates for use by participating RCSD personnel to accomplish the delegated functions. Such hardware, software, and other technology purchased or provided by ICE shall remain the property of ICE and shall be returned to ICE upon termination of this agreement, or when deemed necessary by the ICE FOD in the LAFO.

The RCSD is responsible for covering all expenses at the RCSD facility regarding cabling and power upgrades. If the connectivity solution for the RCSD is determined to include use of the RCSD's own communication lines - (phone, DSL, site owned T-1/T-3, etc), the RCSD will be responsible for covering any installation and recurring costs associated with the RCSD line.

The RCSD is responsible for providing all administrative supplies, such as paper, toner, pens, pencils, or other similar items necessary for normal office operations. The RCSD is also responsible for providing the necessary security equipment, such as handcuffs, leg restraints and flexi cuffs, etc.

## **X. ICE SUPERVISION**

Immigration enforcement activities conducted by the participating RCSD personnel will be supervised and directed by ICE supervisory officers or designated ICE team leaders. Participating RCSD personnel are not authorized to perform immigration officer functions except when working under the supervision or guidance of ICE. To establish supervisory and other administrative responsibilities, the FOD will specify the supervisory and other administrative responsibilities in an accompanying agreed-upon

## **SOP.**

Participating RCSD personnel shall give timely notice to the ICE supervisory officer within 24 hours of any detainer issued under the authorities set forth in this MOA. The actions of participating RCSD personnel will be reviewed by ICE supervisory officers on an ongoing basis to ensure compliance with the requirements of the immigration laws and procedures and to assess the need for individual training or guidance.

For purposes of this MOA, ICE officers will provide supervision of participating RCSD personnel only as to immigration enforcement functions and for investigations conducted in conjunction to this authority. The RCSD retains supervision of all other aspects of the employment of and performance of duties by participating RCSD personnel.

In the absence of a written agreement to the contrary, the policies and procedures to be utilized by the participating RCSD personnel in exercising these authorities shall be DHS and ICE policies and procedures, including the ICE Use of Force Policy. However, when engaged in immigration enforcement activities or in the event of a conflict between ICE and RCSD policies, no participating RCSD personnel will be expected or required to violate or otherwise fail to maintain or follow the RCSD's rules, standards, or policies, or be required to fail to abide by restrictions or limitations as may otherwise be imposed by law.

If a conflict arises between an order or direction of an ICE supervisory officer or a DHS or ICE policy and the RCSD's rules, standards, or policies, the conflict shall be promptly reported to the FOD in the LAFO, or designees, and the RCSD, or designee, when circumstances safely allow the concern to be raised. The FOD in the LAFO and the RCSD shall attempt to resolve the conflict.

## **XI. REPORTING REQUIREMENTS**

ICE does not require the RCSD to provide statistical or arrest data above what is entered into ENFORCE; however, ICE reserves the right to request the RCSD provide specific tracking data and/or any information, documents, or evidence related to the circumstances of a particular alien's arrest. ICE may use this data to compare and verify ICE's own data, and to fulfill ICE's statistical reporting requirements, or to assess the progress and success of the RCSD's 287(g) program. ICE will provide RCSD with a copy of their statistical report.

## **XII. LIABILITY AND RESPONSIBILITY**

If any participating RCSD personnel are the subject of a complaint of any sort that may result in that individual receiving employer discipline or becoming the subject of a criminal investigation or civil lawsuit, the RCSD shall, to the extent allowed by State law (including, but not limited to *California Penal Code § 832.5, et seq.* and *California Government Code § 3300, et seq.*), immediately notify the local point of contact for the ICE Office of Professional Responsibility (OPR) and the FOD of the existence and nature

of the complaint. The resolution of the complaint shall also be promptly reported to ICE. Complaints regarding the exercise of immigration enforcement authority, as specified herein, by participating RCSD personnel shall be handled as described below.

Except as otherwise noted in this MOA or allowed by Federal law, and to the extent required by 8 U.S.C. § 1357(g)(7) and (8), the RCSD will be responsible and bear the costs of participating RCSD personnel with regard to their property or personal expenses incurred by reason of death, injury, or incidents giving rise to liability.

Participating RCSD personnel will be treated as Federal employees only for purposes of the Federal Tort Claims Act, 28 U.S.C. §§ 2671-2680, and worker's compensation claims, 5 U.S.C. § 8101 et seq., when performing a function on behalf of ICE as authorized by this MOA and §287(g) of the INA. 8 U.S.C. § 1357(g)(7); 28 U.S.C. § 2671. It is the understanding of the parties to this MOA that participating RCSD personnel will enjoy the same defenses and immunities for their in-scope acts that are available to ICE officers from personal liability arising from tort lawsuits based on actions conducted in compliance with this MOA. 8 U.S.C. § 1357(g)(8).

Participating RCSD personnel named as defendants in litigation arising from activities carried out under this MOA may request representation by the U.S. Department of Justice. Such requests must be made in writing directed to the Attorney General of the United States, and will be handled in coordination with the FOD in the LAFO. Requests should be in the form of a written memorandum prepared by the defendant addressing each and every allegation in the complaint, explaining as well as admitting or denying each allegation against the defendant. Requests for representation must be presented to the ICE Office of the Chief Counsel at 606 S. Olive Street, 15th Floor, Los Angeles, CA 90012. Any request for representation and related correspondence must be clearly marked "Subject to Attorney-Client Privilege." The Office of the Chief Counsel will forward the individual's request, together with a memorandum outlining the factual basis underlying the event(s) at issue in the lawsuit, to the ICE Headquarters Office of the Principal Legal Advisor, which will forward the request, the factual memorandum, and an advisory statement opining whether such representation would be in the interest of the United States, to the Director of the Constitutional and Specialized Torts Staff, Civil Division, Department of Justice. ICE will not be liable for defending or indemnifying acts of intentional misconduct on the part of participating RCSD personnel.

The RCSD agrees to cooperate with any Federal investigation related to this MOA to the full extent of its available powers, including providing access to appropriate databases, personnel, and documents. Failure to do so may result in the termination of this MOA. Failure of an officer to cooperate in any Federal investigation related to this MOA may result in revocation of such individual's authority provided under this MOA. The RCSD agrees to cooperate with Federal personnel conducting reviews to ensure compliance with the terms of this MOA and to provide access to appropriate databases, personnel, and documents necessary to complete such compliance review. ICE agrees to afford all RCSD with all procedural rights guaranteed by state law (e.g. POBR, *California Government Code § 3300, et seq.*) and it is understood that information provided by any

RCSD personnel under threat of disciplinary action in an administrative investigation cannot be used against that individual in subsequent criminal proceedings, consistent with *Garrity v. New Jersey*, 385 U.S. 493 (1967), and its progeny.

As the activities of participating RCSD personnel under this MOA are undertaken under Federal authority, the participating RCSD personnel will comply with Federal standards and guidelines relating to the Supreme Court's decision in *Giglio v. United States*, 405 U.S. 150 (1972), and its progeny, which relates to the disclosure of potential impeachment information about possible witnesses or affiants in a criminal case or investigation.

The RCSD and ICE are each responsible for compliance with the Privacy Act of 1974, as applicable, and related system of records notices with regard to data collection and use of information under this MOA. The applicable Systems of Record Notice for privacy compliance is the ENFORCE Systems of Records Notice, 71 FR 13987, dated March 20, 2006.

### **XIII. COMPLAINT PROCEDURES**

The complaint reporting procedure for allegations of misconduct by participating RCSD personnel, with regard to activities undertaken under the authority of this MOA, is included in Appendix B.

### **XIV. CIVIL RIGHTS STANDARDS**

Participating RCSD personnel are bound by all Federal civil rights laws, regulations, guidance relating to non-discrimination, including the U.S. Department of Justice "Guidance Regarding The Use Of Race By Federal Law Enforcement Agencies" dated June 2003 and Title VI of the Civil Rights Act of 1964, as amended, 42. U.S.C. 2000 et. seq., which prohibits discrimination based upon race, color, or national origin (including limited English proficiency) in any program or activity receiving Federal financial assistance.

### **XV. INTERPRETATION SERVICES**

Participating RCSD personnel will provide an opportunity for subjects with limited English language proficiency to request an interpreter. Qualified foreign language interpreters will be provided by the RCSD, as needed.

The RCSD will maintain a list of qualified interpreters or companies it contracts with to provide such interpreters. Participating law enforcement personnel will be instructed on the proper administrative procedures to follow to obtain the services of an interpreter. A qualified interpreter means an interpreter who can interpret effectively, accurately, and impartially, using any specialized vocabulary. If an interpreter is used when a designated officer is performing functions under this MOA, the interpreter must be identified, by name, in records.



## **XVI. COMMUNICATION**

The ICE FOD in the LAFO, and the RCSD shall meet at least annually, and as needed, to review and assess the immigration enforcement activities conducted by the participating RCSD personnel, and to ensure compliance with the terms of this MOA. When necessary, ICE and the RCSD may limit the participation of these meetings in regards to non-law enforcement personnel. The attendees will meet in the LAFO area of responsibility at locations to be agreed upon by the parties, or via teleconference. The participants will be supplied with specific information on case reviews, individual participants' evaluations, complaints filed, media coverage, and, to the extent practicable, statistical information on immigration enforcement activity in the LAFO area of responsibility. An initial review meeting will be held no later than nine months after certification of the initial class of participating RCSD personnel under Section VIII, above.

## **XVII. COMMUNITY OUTREACH**

The RCSD may, at its discretion, engage in community outreach with individuals and organizations expressing an interest in this MOA. ICE may participate in such outreach upon the RCSD's request. Nothing in this MOA shall limit ICE's own community outreach program.

## **XVIII. RELEASE OF INFORMATION TO THE MEDIA AND OTHER THIRD PARTIES**

The RCSD may, at its discretion, communicate the substance of this agreement to organizations and groups expressing an interest in the law enforcement activities to be engaged in under this MOA. It is the practice of ICE to provide a copy of this MOA, only after it has been signed, to requesting media outlets; the RCSD is authorized to do the same.

The RCSD hereby agrees to coordinate with ICE prior to releasing any information relating to, or exchanged under, this MOA, including any SOPs developed for the implementation of this MOA. Information obtained or developed as a result of this MOA is under the control of ICE and shall be subject to public disclosure only pursuant to the provisions of applicable federal laws, regulations, and executive orders. Insofar as any documents created by the RCSD contain information developed or obtained as a result of this MOA, such documents shall not be considered public records under the FOIA.

The release of statistical information regarding the 287(g) program must be coordinated with the ICE Office of Public Affairs. The RCSD hereby agrees to coordinate with ICE regarding information to be released to the media regarding actions taken under this MOA. The points of contact for ICE and the RCSD for this purpose are identified in Appendix C.

Appendix B to this MOA describes the complaint procedures available to members of the public regarding actions taken by participating RCSD personnel pursuant to this agreement.

#### **XIX. MODIFICATIONS TO THIS MOA**

Modifications to this MOA must be proposed in writing and approved and signed by the signatories. Modification to Appendix D shall be done in accordance with the procedures outlined in the SOP.

#### **XX. POINTS OF CONTACT**

ICE and RCSD points of contact for purposes of this MOA are identified in Appendix A. Points of contact (POC) can be updated at any time by providing a revised Appendix A to the other party to this MOA.

#### **XXI. DURATION AND TERMINATION OF THIS MOA**

This MOA will remain in effect for three (3) years from the date of signing unless terminated earlier by either party. At the expiration of the three year effective period, ICE and the RCSD shall review the MOA and modify, extend, or permit the MOA to lapse. During the MOA's effective period, either party, upon written notice to the other party, may terminate the MOA at any time. A termination notice shall be delivered personally or by certified or registered mail and termination shall take effect immediately upon receipt of such notice.

Either party, upon written or oral notice to the other party, may temporarily suspend activities under this MOA when resource constraints or competing priorities necessitate such suspension. Notice of termination or suspension by ICE shall be given to the RCSD.

Notice of termination or suspension by the RCSD shall be given to the FOD in the LAFO. Upon a good faith determination that the RCSD is not fulfilling its duties, ICE shall notify the RCSD, in writing, and inform the RCSD that it has 90 days to demonstrate a continued need for 287(g) program services. If this continued need is not demonstrated by the RCSD, the authorities and resources given to the RCSD pursuant to this MOA will be terminated or suspended. Upon a subsequent demonstration of need, all costs to reinstate access to such authorities and/or program services will be incurred by the RCSD.

This MOA does not, is not intended to, shall not be construed to, and may not be relied upon to create any rights, substantive or procedural, enforceable at law by any person in any matter, civil or criminal.

By signing this MOA, each party represents it is fully authorized to enter into this MOA, accepts the terms, responsibilities, obligations, and limitations of this MOA, and agrees to be bound thereto to the fullest extent allowed by law.

Date: 7/27/2010  
John Morton  
Assistant Secretary  
Immigration and Customs Enforcement  
Department of Homeland Security

Date: 4/28/2010  
Stanley Sniff  
Sheriff  
Riverside County Sheriffs Department

Date: MAY 25 2010

Marion Ashley  
Chairman, Riverside County Board of  
Supervisors

FORM APPROVED COUNTY COUNSEL  
BY: NEAL R. KIPNIS 5/6/10  
DATE

ATTEST:  
KECIA HARPER-IHEM, Clerk  
By [Signature]  
DEPUTY

WHEN DOCUMENT IS FULLY EXECUTED RETURN  
**CLERK'S COPY**  
to Riverside County Clerk of the Board, Stop 1010  
Post Office Box 1147, Riverside, Ca 92502-1147  
Thank you.

**APPENDIX A**

**POINTS OF CONTACT**

The ICE and RCSD points of contact for purposes of implementation of this MOA are:  
For the RCSD:

**Sheriff Stanley Sniff**  
Riverside County Sheriff's Department 4095 Lemon Street Riverside, CA 92502 (951)  
955- [b6]

**Chief Deputy** [b6,b7c]  
Riverside County Sheriff's Department 4095 Lemon Street  
Riverside, CA 92502  
(951) 955- [b6,b7c]

**Captain** [b6,b7c] **Robert Presley Detention Center 4000 Orange Street Riverside, CA**  
**92501 (951) 955- [b6,b7c]**  
For ICE DRO:

**George H. Lund, III**  
Los Angeles Field Office Director 300 N. Los Angeles Street, Ste.7631 Los Angeles, CA  
90012 (213) 830- [b6]

[b6,b7c]  
**Acting Deputy Field Office Director 300 N. Los Angeles Street, Ste. 7631 Los Angeles,**  
**CA 90012 (213) 830- [b6,b7c]**

[b6,b7c]  
**Assistant Field Office Director 655 West Rialto Avenue San Bernardino, CA 92410**  
**(909) 386- [b6,b7c]**

## **APPENDIX B**

### **COMPLAINT PROCEDURE**

This Memorandum of Agreement (MOA) is between the US Department of Homeland Security's Immigration and Customs Enforcement (ICE) and the Law Enforcement Agency, the RCSD, pursuant to which selected RCSD personnel are authorized to perform immigration enforcement duties in specific situations under Federal authority. As such, the training, supervision, and performance of participating RCSD personnel pursuant to the MOA, as well as the protections for U.S. citizens' and aliens' civil and constitutional rights, are to be monitored. Part of that monitoring will be accomplished through these complaint reporting and resolution procedures, which the parties to the MOA have agreed to follow.

The MOA sets forth the process for designation, training, certification, and authorization of certain RCSD personnel to perform certain immigration enforcement functions specified herein. Complaints filed against those personnel in the course of their non-immigration duties will remain the domain of the RCSD and be handled in accordance with the RCSD's Manual of Policy and Procedures, or equivalent rules, regulations, or procedures.

If any participating RCSD personnel are the subject of a complaint or allegation involving the violation of the terms of this MOA or a complaint or allegation of any sort that may result in that individual receiving employer discipline or becoming the subject of a criminal investigation or civil lawsuit, the RCSD shall, to the extent allowed by State law, immediately notify ICE of the existence and nature of the complaint or allegation. The results of any internal investigation or inquiry connected to the complaint or allegation and the resolution of the complaint shall also be promptly reported to ICE to the extent allowed by State law (including, but not limited to *California Penal Code § 832.5, et seq.* and *California Government Code §3300, et seq.*). The ICE notifications should be made to the SAC and the Office of Professional Responsibility (OPR) points of contact in the LAFO. Complaints regarding the exercise of immigration enforcement authority by participating RCSD personnel shall be handled as described below.

The RCSD will also handle complaints filed against RCSD personnel who are not designated and certified pursuant to this MOA but are acting in or alleged to have been engaged in immigration functions in violation of this MOA. Further, any such complaints regarding non-designated RCSD personnel shall be forwarded to the FOD in the LAFO to the extent allowed by State law (including, but not limited to *California Penal Code § 832.5, et seq.* and *California Government Code §3300, et seq.*).

In order to simplify the process for the public, complaints against participating RCSD personnel relating to their immigration enforcement can be reported in the following manner "Complaint and Allegation Reporting Procedures."

#### **1. Complaint and Allegation Reporting Procedures:**

Complaint reporting procedures shall be disseminated by the RCSD within facilities under its jurisdiction (in English and other languages as appropriate) in order to ensure that individuals are aware of the availability of such procedures. Such reporting procedures shall also be included within facility manuals for detainees who have been processed under the 287(g) program. Such material must include up-to-date contact information necessary to file the complaint.

Complaints will be accepted from any source (e.g., ICE, RCSD, participating RCSD personnel, inmates, and the public). ICE will immediately forward a copy of the complaint to the DIIS Office for Civil Rights and Civil Liberties (CRCL) Review and Compliance.

Complaints can be reported to Federal authorities as follows:

A. Telephonically to the DHS Office of the Inspector General Inspector (DHS OIG) at the toll free number 1-800-323-8603, or;

B. to Telephonically the ICE OPR at the Join Intake Center (JIC) in Washington, D.C., at the toll-free number 1-877-246-8253, email [Joint.Intake@dhs.gov](mailto:Joint.Intake@dhs.gov), or

C. Via mail as follows:

Department of Homeland Security  
Immigration and Customs Enforcement  
Office of Professional Responsibility  
P.O. Box 14475  
Pennsylvania Avenue NW  
Washington D.C. 20044

## 2. Review of Complaints:

All complaints or allegations (written or oral) reported to the RCSD directly that involve RCSD personnel with ICE delegated authority will be reported to ICE OPR. ICE OPR will verify participating personnel status under the MOA with the assistance of the SAC of the ICE Office of Investigations in the LAFO. Complaints received by any ICE entity will be reported directly to ICE OPR as per existing ICE policies and procedures.

ICE OPR, as appropriate, will make an initial determination regarding ICE investigative jurisdiction and refer the complaint to the appropriate ICE office for action as soon as possible, given the nature of the complaint.

Complaints reported directly to ICE OPR will be shared with the RCSD's Professional Standards Bureau when the complaint involves RCSD personnel. Both offices will then coordinate appropriate investigative jurisdiction, which may include initiation of a joint

investigation to resolve the issue(s).

### **3. Complaint and Allegations Resolution Procedures**

Upon receipt of any complaint or allegation, ICE OPR will undertake a complete review of each complaint in accordance with existing ICE allegation criteria and reporting requirements. As stated above, the ICE OPR will adhere to the reporting requirements as stated above and as they relate to the DHS OIG and CRCL and/or the DOJ CRD. Complaints will be resolved using the existing procedures, supplemented as follows:

#### **A. Referral of Complaints or Allegations to the RCSD's Professional Standards Bureau.**

The ICE OPR will refer complaints, as appropriate, involving RCSD personnel to the RCSD's Professional Standards Bureau for resolution. The Professional Standards Bureau will inform ICE OPR of the disposition and resolution of any complaints or allegations against RCSD's participating officers to the extent allowed by State Law (including, but not limited to *California Penal Code § 832.5, et seq.* and *California Government Code §3300, et seq.*).

#### **B. Interim Action Pending Complaint Resolution:**

When participating RCSD personnel are under investigation for any reason that could lead to disciplinary action, demotion, or dismissal, or are alleged to have violated the terms of this MOA, ICE may revoke that individual's authority and have that individual removed from participation in the activities covered under the MOA.

#### **C. Time Parameters for Resolution of Complaints or Allegations:**

It is expected that any complaint received will be resolved within 90 days of receipt. However, this will depend upon the nature and complexity of the substance of the complaint itself. This subsection is interpreted to be in accordance with all state and local laws or regulations including, but not limited to, The California Public Safety Officers Procedural Bill of Rights (POBR).

#### **D. Notification of Resolution of a Complaint or Allegation:**

ICE OPR will coordinate with the RCSD's Professional Standards Bureau to ensure notification as appropriate to the ICE SAC in Los Angeles, CA, the subject(s) of a complaint, and the person filing the complaint regarding the resolution of the complaint.

**These Complaint Reporting and Allegation Procedures are ICE's internal policy and may be supplemented or modified by ICE unilaterally, ICE will provide RCSD with written copies of any such supplements or modifications. These Complaint Reporting and Allegation Procedures apply to ICE and do not restrict or apply to other investigative organizations within the federal government.**



## **APPENDIX C**

### **PUBLIC INFORMATION POINTS OF CONTACT**

Pursuant to Section XVIII of this MOA, the signatories agree to coordinate appropriate release of information to the media regarding actions taken under this MOA before any information is released. The points of contact for coordinating such activities are:

**For the RCSD:**

**Sgt. Joseph Borja  
Public Information Officer  
Riverside County Sheriffs Department 4095 Lemon Street, 2"d Floor Riverside, CA  
92502 (951) 955-2427**

**For ICE:**

**Virginia C. Kice  
Director of Communications  
U.S. Department of Homeland Security  
U.S. Immigration and Customs Enforcement Western Region Office of Public Affairs  
24000 Avila Road  
Laguna Niguel, CA  
(949) 360-3096**

## **APPENDIX D**

### **STANDARD OPERATING PROCEDURE (SOP) TEMPLATE**

The purpose of this appendix is to establish standard, uniform procedures for the implementation and oversight of the 287(g) delegation of authority program within the FOD area of responsibility. This appendix can be modified only in writing and by mutual acceptance of the OSLC/OPLA, FOD, and the Sheriff of the RCSD.

There are two models for the 287(g) program, a Task Force Officer (TFO) model or a Detention model. Pursuant to this MOA, RCSD has been delegated authorities under the Detention model as outlined below.

#### **Prioritization:**

ICE retains sole discretion in determining how it will manage its limited resources and meet its mission requirements. To ensure resources are managed effectively, ICE requires the RCSD to also manage its resources dedicated to 287(g) authority under the MOA. To that end, the following list reflects the categories of aliens that are a priority for arrest and detention with the highest priority being Level I criminal aliens. Resources should be prioritized to the following levels:

- **Level 1** - Aliens who have been convicted of or arrested for major drug offenses and/or violent offenses such as murder, manslaughter, rape, robbery, and kidnapping;
- **Level 2** - Aliens who have been convicted of or arrested for minor drug offenses and/or mainly property offenses such as burglary, larceny, fraud, and money laundering; and
- **Level 3** - Aliens who have been convicted of or arrested for other offenses.

#### **Training:**

The 287(g) training program, the Immigration Authority Delegation Program (IADP), will be taught by ICE instructors and tailored to the immigration functions to be performed. ICE Office of Training and Development (OTD) will proctor examinations during the IADP. The RCSD nominee must pass each examination with a minimum score of 70 percent to receive certification. If the RCSD nominee fails to attain a 70 percent rating on an examination, the RCSD nominee will have one opportunity to remediate the testing material and re-take a similar examination. During the entire duration of the IADP, the RCSD nominee will be offered a maximum of one remediation examination. Failure to achieve a 70 percent on any two examinations (inclusive of any remediation examination), will result in the disqualification of the RCSD nominee and their discharge from the IADP.

Training will include, among other topics: (i) discussion of the terms and limitations of

this MOA; (ii) the scope of immigration officer authority; (iii) relevant immigration law; (iv) the ICE Use of Force Policy; (v) civil rights laws; (vi) the U.S. Department of Justice "Guidance Regarding the Use Of Race By Federal Law Enforcement Agencies," dated June 2003; (vii) public outreach and complaint procedures; (viii) liability issues; (ix) cross-cultural issues; and (x) the obligation under Federal law and the Vienna Convention on Consular Relations to make proper notification upon the arrest or detention of a foreign national.

Approximately one year after the participating RCSD personnel are trained and certified, ICE may provide additional updated training on relevant administrative, legal, and operational issues related to the performance of immigration officer functions. Local training on relevant issues will be provided as needed by ICE supervisors or designated ICE team leaders. An OSLC designated official shall, in consultation with OTD and local ICE officials, review on an annual basis and, if needed, refresh training requirements.

Trained RCSD personnel will receive, as needed, a DHS email account and access to the necessary DHS applications. The use of the information technology (IT) infrastructure and the DHS/ICE IT security policies are defined in the Interconnection Security Agreement (ISA). The ISA is the agreement between ICE Chief Information Security Officer (CISO) and RCSD Designated Accreditation Authority (DAA). RCSD agrees that each of its sites using ICE provided network access or equipment will sign the ISA, which defines the IT policies and rules of behavior for each user granted access to the DHS network and applications. Failure to adhere to the terms of the ISA could result in the loss of all user privileges.

#### Data Collection:

ENFORCE is the primary processing system for alien removals and is the main resource for statistical information for the 287(g) program. All ENFORCE entries must be completed in accordance with established ICE policies and adhere to OSLC guidance.

ICE does not require the RCSD to provide statistical or arrest data above what is entered into ENFORCE; however, ICE reserves the right to request specific tracking or arrest data be maintained and provided for comparison and verification with ICE's own data and statistical information. This data may also be used for ICE's statistical reporting requirements or to assess the progress and success of the RCSD's 287(g) program. ICE will provide RCSD with a copy of their statistical report.

The RCSD and ICE are each responsible for compliance with the Privacy Act of 1974, as applicable, and related system of records notices with regard to data collection and use of information under this MOA. The applicable Systems of Record Notice for privacy compliance is the ENFORCE Systems of Records Notice, 71 FR 13987, dated March 20, 2006.

## DETENTION MODEL:

Participating RCSD personnel performing immigration-related duties pursuant to this MOA will be RCSD officers assigned to detention operations supported by ICE. Those participating RCSD personnel will exercise their immigration-related authorities only during the course of their normal duties while assigned to RCSD jail/correctional facilities. Participating RCSD personnel will identify and remove criminal aliens that reside within the RCSD's jurisdiction pursuant to the tiered level of priorities set forth in Appendix D's "Prioritization" section.

The participating RCSD personnel are authorized to perform the following functions as allowed by 287(g) of the INA for the Detention Model:

- The power and authority to interrogate any person believed to be an alien as to his right to be or remain in the United States (INA § 287(a)(1) and 8 C.F.R. § 287.5(a)(1)) and to process for immigration violations any removable alien or those aliens who have been arrested for violating a Federal, State, or local offense;
- The power and authority to serve warrants of arrest for immigration violations pursuant to INA § 287(a) and 8 C.F.R. § 287.5(e)(3);
- The power and authority to administer oaths and to take and consider evidence (INA § 287(b) and 8 C.F.R. § 287.5(a)(2)), to complete required criminal alien processing, including fingerprinting, photographing, and interviewing of aliens, as well as the preparation of affidavits and the taking of sworn statements for ICE supervisory review;
- The power and authority to prepare charging documents (INA § 239, 8 C.F.R. § 239.1; INA § 238, 8 C.F.R. § 238.1; INA § 241(a)(5), 8 C.F.R. § 241.8; INA § 235(b)(1), 8 C.F.R. § 235.3) including the preparation of a Notice to Appear (NTA) application or other charging document, as appropriate, for the signature of an ICE officer for aliens in categories established by ICE supervisors;
- The power and authority to issue immigration detainers (INA § 236, INA § 287, and 8 C.F.R. § 287.7) and 1-213, Record of Deportable/Inadmissible Alien, for processing aliens in categories established by ICE supervisors; and
- The power and authority to detain and transport (INA § 287(g)(1) and 8 C.F.R. § 287.5(c)(6)) arrested aliens subject to removal to ICE-approved detention facilities.
- As noted under Appendix D's "Prioritization" section, ICE requires the RCSD to focus its use of the 287(g) program in accord with ICE's priorities.

## Supervision:

A 287(g) delegation of authority detention model is designed to identify and remove aliens amenable to removal that are incarcerated within the RCSD's detention facilities pursuant to the tiered level of priorities set forth in Appendix D's "Prioritization" section. The following identifies each entity's roles and responsibilities. These roles and responsibilities include, but are not limited to:

The RCSD shall provide notification to the ICE supervisor of any detainers placed under 287(g) authority within 24 hours.

The RCSD shall coordinate transportation of detainees processed under 287(g) authority in a timely manner, in accordance with the MOA and/or IGSA.

The RCSD is responsible for ensuring proper record checks have been completed, obtaining the necessary court/conviction documents, and, upon arrest, ensuring that the alien is processed through ENFORCE and served with the appropriate charging documents.

The RCSD must immediately report all encounters of an individual who claims U.S. citizenship to the FOD through their chain of command. The FOD shall make the appropriate notification to DRO headquarters.

The ICE supervisor is responsible for requesting alien files, reviewing alien files for completeness, approval of all arrests, and TECS checks and input. The FOD office is responsible for providing the RCSD with current and updated DHS policies regarding the arrest and processing of illegal aliens.

On a regular basis, the ICE supervisors are responsible for conducting an audit of the IDENT/ENFORCE computer system entries and records made by the RCSD's officers. Upon review and auditing of the IDENT/ENFORCE computer system entries and records, if errors are found, the ICE supervisor will communicate those errors in a timely manner to the responsible official for the RCSD. The ICE supervisor will notify the RCSD of any errors in the system and the RCSD is responsible for submitting a plan to ensure that steps are taken to correct, modify, or prevent the recurrence of errors that are discovered.

**Nominated Personnel:**

All RCSD correctional deputy candidates shall have specific experience that should consist of having supervised inmates. Candidates must show that they have been trained on and concerned with maintaining the security of the facility. Candidates must have enforced rules and regulations governing the facility on inmate accountability and conduct. Candidates must also show an ability to meet and deal with people of differing backgrounds and behavioral patterns.

**Nomination of Personnel (Section VI. of MOA):**

Section VI. of the MOA is to be interpreted and adhered to in accordance with all state and local laws or regulations including, but not limited to, The California Public Safety Officers Procedural Bill of Rights (POBR).

**Interpretation Services (Section XV. of MOA):**

The ICE OI will provide RCSD access to a language interpreter service for use when a subject with limited English language proficiency requests an interpreter. The language interpreter service will fulfill the requirements as outlined in section XV of the MOA. This shall not be an expense to the RCSD.

**Release of Information to the Media and Other Third Parties (Section XVIII. of MOA):**

RCSD will be able to respond to inquires from the public and state government any and all information requested that is considered public record under the California Public Records Act (CPRA). With reasonable coordination with ICE, all RCSD statistical information will be available upon request; this is an exception to section XVIII Release of Information to the Media and Other Third Parties.

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

462



**FROM:** Stanley L. Sniff Jr., Sheriff-Coroner-PA

**SUBMITTAL DATE:**  
05/12/10

**SUBJECT:** Approval of a Memorandum of Agreement with the U.S. Department of Homeland Security Authorizing the Sheriff's Department to Assist in Immigration Enforcement

**RECOMMENDED MOTION:** Move that the Board of Supervisors approve the Memorandum of Agreement (MOA) between the County and the U.S. Department of Homeland Security under which U.S. Immigration and Customs Enforcement (ICE) will train County Sheriff's Department personnel in the application of immigration laws, and authorize the Chairperson and Sheriff to sign the MOU on behalf of the Board.

**BACKGROUND:** Section 287(g) of the Immigration and Nationality Act, 8 U.S.C. § 1357(g), as amended by the Homeland Security Act of 2002, Public Law 107-296, authorizes the Secretary of the Department of Homeland Security, acting through the Assistant Secretary of ICE, to enter into written agreements with a State or any political subdivision of a State so that qualified personnel can perform certain functions of an immigration officer. The Board first approved a MOU for Riverside County Sheriff's personnel to provide assistance to enforce immigration laws in the County jail facilities on April 11, 2006 (3.23). This MOU expired in May 2009. The Sheriff's Department and the Department of Homeland Security have now agreed to the terms of a new three-year MOA.

BR 10-095 (Continued on Page 2)

*[Signature]*  
Stanley L. Sniff Jr., Sheriff-Coroner-PA  
Will Taylor, Director of Administration

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$653,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$653,000	Budget Adjustment:	No
	Annual Net County Cost:	\$692,732	For Fiscal Year:	FY 2009-10

<b>SOURCE OF FUNDS: Departmental funds</b>	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

**APPROVE**

BY: *[Signature]*  
Robert Tremaine

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Stone, seconded by Supervisor Benoit and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: None  
Date: May 25, 2010  
xc: Sheriff

Kecia Harper-Ihem  
Clerk of the Board  
By: *[Signature]*  
Deputy

Prev. Agn. Ref.: 4/11/06 3.23 | District: All | Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

3.49

FORM APPROVED COUNTY COUNSEL 3/18  
BY: NEAL R. KIPNIS DATE: Departmental Concurrence

Dept Recomm.:  Consent  Policy  
Per Exec. Ofc.:  Consent  Policy

In the new Agreement, the Sheriff's Department requested and ICE approved that it (ICE) would be responsible for all training costs. In addition, the Sheriff's Department inserted Public Safety Officers Procedural Bill of Rights language into the Agreement to protect our personnel.

As with the previous MOA, at the County's expense, in what is commonly referred to as a 287G program, six Sheriff's Correctional Deputies and a Sheriff's Correction Corporal will assist ICE in its efforts to identify and investigate criminal illegal aliens. This assistance will include interrogation of persons believed to be aliens and completion of required criminal alien processing. The criminal processing will entail obtaining sworn statements, photos and fingerprints and the preparation of affidavits. Once identified as illegal immigrants, a federal hold is placed on them, so at the conclusion of their detention for the local charges, they will then be transferred to federal control to appear before a federal magistrate on their immigration status. Since the program was introduced at the Robert Presley Detention Center, staff has interviewed over 7,350 inmates, and held 4,332 criminal aliens for release to federal custody for deportation proceedings.

In FY 09-10, the Department estimates that it will spend \$653,000 on this program. The FY 10-11 program budget is proposed to total \$692,732.

Either party may terminate this MOA at any time with written notice. Further, either party may temporarily suspend activities when resource constraints or competing priorities make program continuance a hardship. County Counsel has approved the MOA as to form.