

**COOPERATIVE AGREEMENT
BETWEEN MANAGEMENT & TRAINING CORPORATION
OPERATING THE HUBERT H. HUMPHREY JOB CORPS CENTER
AND THE SAINT PAUL POLICE LAW ENFORCEMENT AGENCY**

Job Corps is a national residential training and employment program administered by the Department of Labor to address the multiple barriers to employment faced by disadvantaged youth throughout the United States. Job Corps' current authorization for the program is Title I, Subtitle C, of the Workforce Investment Act of 1998. The Job Corps Center provides comprehensive career development services to students including academic, career technical, social and independent living skills, career readiness training and support services. The Job Corps Center is operated by Management & Training Corporation (MTC), under contract with the United States Department of Labor. Pursuant to Job Corps Policy and Requirements Handbook (PRH Chapter 5.4), a written cooperative agreement between the local Job Corps Center and the appropriate law enforcement agency must be executed relating to management and jurisdiction for illegal activities as well as disposal of narcotics and confiscated weapons.

I. RESPONSIBILITIES

A. The Job Corps Center Director has the primary responsibility for the safety and security of staff, student employees, visitors, and U.S. Government property on the grounds and in the facilities used by the center under U.S. Department of Labor guidelines and Federal Regulations. This includes the determination of which visitors may come onto the center and under what conditions.

B. While the enforcement agency has the primary law enforcement responsibility of the Job Corps Center property, the Federal Bureau of Investigation holds original jurisdiction. The United States Attorney is the Federal Officer ultimately responsible for the maintenance of law and order on Federal property.

C. The law enforcement agency and the Job Corps Center agree to mutual interest for maintaining a positive and collaborative working relationship in order to achieve their respective responsibilities. This includes: the prevention of crime; investigation of alleged crime; assurance of the safety, security and rights of students, staff and visitors on center; the protection of the center facilities; and mutually understanding, respecting, and jointly carrying out their policies and procedures and obligations under federal, state, or local law. Where such obligations may appear to be in conflict, both parties agree the law enforcement's judgement will prevail in matters of law enforcement until resolved by the United States Attorney's Office.

D. Federal agencies will maintain concurrent and/or original jurisdiction for matters of federal violations.

E. The Job Corps Center Director of Safety & Social Development or designee will ensure the law enforcement agency is aware of the juvenile status of any Job Corps students in Question.

II. PATROL OF FACILITY

A. Job Corps Center personnel will patrol the center as scheduled by the Director of Safety & Social Development or designee.

B. Emergency requests for service from the law enforcement agency can be requested by Job Corps Center personnel at the Job Corps Center at any time.

III. REPORTING AND INVESTIGATION OF POSSIBLE CRIMES

A. The law enforcement agency shall be notified immediately of any possible criminal activity occurring on the Job Corps Center and will be the primary investigating agency. The law enforcement agency shall determine whether an incident warrants referral to the criminal justice system by complaint or arrest; referred to the FBI for possible Federal prosecution; or whether it should be handled through the Job Corps Center disciplinary process.

B. Serious crimes known to be in progress or dangerous situations will immediately be reported to the law enforcement agency with a request for assistance if necessary. The law enforcement agency will, in turn, notify the Job Corps center when knowledgeable of a Job Corps students' involvement in a serious crime or if a dangerous situation exists that could impact the Job Corps center or students.

C. Students may exercise their right to independently request issuance of a criminal complaint or request the assistance of any law enforcement agency having jurisdiction where the alleged offence occurred.

D. The Center Director or designee shall be the responsible reporting source for any possible criminal activity on behalf of the center. Should such reports be made from other sources on center, the appropriate law enforcement agency having jurisdiction shall notify the Director of Safety & Social Development or designee for purposes of collaboration, exchange of information, joint investigation and response, as appropriate.

E. In accordance with the law students who are to be interviewed by law enforcement officials as suspects in criminal cases are to be advised that they may secure a lawyer or represent them during the custodial interrogation.

IV. DISPOSAL OF NARCOTICES AND CONFISCATED WEAPONS

The Job Corps Center will surrender all narcotics and confiscated weapons to the law enforcement agency for disposal and complete the proper center chain-of-custody requirements.

V. REPORTING EMERGENCY SITUATIONS

A. Emergency contingencies, I.E., fire, flood, bomb threats, and any potential high risk emergency, will be reported immediately to the law enforcement agency.

B. The Job Corps Center Director is responsible for the health and safety of students, staff, and visitors during the time of emergency.

VI. REPORTING

The appropriate law enforcement agency will notify the Center Director through the Director of Safety & Social Development of any arrests or criminal cases pending against a student, when possible.

VII. PROCEDURES FOR SEARCH, SEIZURE AND THE INVESTIGATION OF REPORTABLE CRIMINAL OFFENSES THAT OCCUR ON CENTER

The law enforcement agency will be responsible or the following:

1. Determine if a crime has been committed, investigate, and then take the appropriate action according to the agency's procedures/policy.
2. Determine the scope of any search and obtain a warrant when appropriate.
3. Have total responsibility to gather evidence, secure crime scenes, interview suspects and make arrests.

VIII. PROCEDURE FOR THE RELEASE OF STUDENTS TO CENTER OFFICIALS FOR DISCIPLINARY ACTION WHEN STUDENTS ARE INVOLVED IN MINOR OFFENCES OFF CENTER