

SCOTTS VALLEY FIRE PROTECTION DISTRICT		
STANDARD OPERATING PROCEDURES	ARTICLE: III	SOP: 3201
	SECTION: 3200	FIRE INVESTIGATION
	SUBJECT: JUVENILE FIRESETTER INTERVENTION PROGRAM	

Purpose: To provide fire district personnel with guidelines for dealing with juveniles who set fires.

Scope: This procedure identifies the responsibilities and procedures for conducting interviews with juveniles and parents (guardians), consistent with the *Santa Cruz County Juvenile Firesetter Program*.

Procedure:

1. Protocol
 - A. Evaluators shall be under the administrative direction of the Prevention Division Chief.
 - B. The program supervisor shall be directly responsible for the program and will report to the Prevention Division Chief.
 - C. Evaluators shall be career members of the fire district who have volunteered to participate in the program.
 - D. The incident commander or duty officer shall see that all juvenile fires are investigated and referred to the Prevention Division.

2. Incident Commander Duties and Responsibilities
 - A. When it has been determined that a fire was started or caused by a juvenile and said juvenile can be identified, Scotts Valley Police Department or Santa Cruz County Sheriff's Office shall be requested to respond to the incident for the purpose of determining law enforcement action.

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- B. If possible, the incident commander, in conjunction with the law enforcement official, shall determine appropriate action at the time of the incident.
- 1) The incident commander/law enforcement official should attempt to refer the juvenile to a fire district evaluator at or directly after the incident, provided the juvenile is not taken into protective custody.
 - 2) If the incident is handled promptly by referring to an evaluator on the scene or shift, then a report shall be filed with the Prevention Division.
 - 3) If an evaluator is unavailable at the scene or on shift, the incident commander shall refer the matter to the Prevention Division for follow-up and assignment of an evaluator.
- C. The law enforcement agency may wish to refer a juvenile fire setter case to us which we did not initially respond to. If this is the situation, the matter should be referred to the duty officer after hours and on weekends or holidays or directly to the Prevention Division during the regular work week.
3. Program Supervisor Duties and Responsibilities
- A. Assign evaluators for juvenile firesetter intervention when not initiated on the scene or during that shift of the incident.
 - B. Review all reports of intervention submitted by the evaluators.
 - C. Maintain a file of all the juvenile firesetter cases to include the records and reports.
 - D. Keep informed of the contacts and progress made of each case.
 - E. See that program packets are readily available and updated for the evaluators.
 - F. Be responsible for contacts with other agencies in keeping current with the scope of the program.
 - G. Train and organize meetings for evaluators.

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H. Be available to assist the evaluators when needed.

4. Evaluators Duties and Responsibilities

- A. Contact the firesetter's parents or guardian promptly after receiving referral assignment from incident commander or the program supervisor.
- B. Advise the program supervisor of initial contact and date of first appointment with the juvenile firesetter and parents/guardian.
- C. Submit records and reports of cases to the program supervisor.
- D. Follow program procedures.

5. Program Procedures

The following is a condensed version of the *Santa Cruz County Fire Setter Program*. Refer to the Scotts Valley Fire District program packet for details.

- A. Initial Contact
 - 1) Determine interview location
 - 2) Log the date and time
- B. Interview Sequence
 - 1) Introductions
 - 2) Child interview
 - 3) Parent/guardian interview
 - 4) Interview conclusion with parent/guardian and child
 - 5) Assign homework
 - 6) Advisor completes interview forms for the file
- C. Follow-up Appointment
 - 1) Review the homework with the child and parents/guardian together
 - 2) Reward for the homework completion
 - 3) Future contact
 - 4) Book references

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