



**STATE OF MISSOURI  
DEPARTMENT OF PUBLIC SAFETY  
OFFICE OF THE DIRECTOR  
DPS GRANTS**

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**STATE OF MISSOURI  
DEATH IN CUSTODY REPORTING ACT  
FY23  
STATE IMPLEMENTATION PLAN**

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**AUGUST 2023**

## **FOREWARD**

The Missouri Department of Public Safety (DPS) is the State Administering Agency (SAA) for the Edward Byrne Memorial Justice Assistance Grant (JAG). The Death in Custody Reporting Act (DCRA) (Public Law 113-242) requires all states to report to the Attorney General information regarding the death of any person who is detained, under arrest, in the process of being arrested, en route to be incarcerated, or incarcerated. As a requirement of the JAG Grant the State Administering Agencies (SAAs) are responsible for collecting and submitting DCRA data from state and local entities to the Bureau of Justice Assistance (BJA), on a quarterly basis.

The Missouri Department of Public Safety, Office of the Director, remains committed to its partnerships with law enforcement, the Office of State Courts, and the Missouri Department of Corrections, to provide the most accurate data possible to the U.S. Department of Justice, Bureau of Justice Assistance.

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## **SECTION I – DCRA DATA COLLECTION INFRASTRUCTURE**

The State of Missouri does not have a death in custody reporting law. There are 612 active law enforcement agencies in Missouri. There are 413 local facilities classified as jails or lockup facilities for adults. There are 18 locally operated juvenile detention centers. The Missouri Department of Corrections operates 20 prisons, and the Missouri Department of Social Services, Division of Youth Services, operates 22 residential treatment facilities.

All law enforcement agencies are contacted, via email, quarterly via email to submit their DCRA report. Instructions on how to complete these reports and, what should be reported is distributed. Submission guidance is also located on the Missouri Department of Public Safety (DPS) website: <https://dps.mo.gov/dir/programs/dpsgrants/dcra.php>

All law enforcement grants provided through the Missouri Department of Public Safety (DPS) require agencies to participate in death in custody reporting.

Beginning in 2024, DPS will provide additional training on DCRA reporting, which will be presented annually at the Missouri Police Chiefs Conference, the Missouri Sheriff's Association (MSA) Conference, as well as the MSA New Sheriff's Conference. DCRA reporting guidance will be included in the grant compliance workshops for all law enforcement related grants.

## **SECTION II – DATA COLLECTION METHODS**

The Missouri Department of Public Safety (DPS), Office of the Director, DPS Grants section is responsible for the DCRA data collection. The Program Manager for this section is the person responsible for ensuring the data is collected and reported.

A quarterly data call is sent to all state and local law enforcement, via email, by the Program Manager, to submit any death in custody forms that were not submitted during the quarter.

DCRA template forms are sent through the data call and are available on the DPS website. These forms are submitted via fax or email to DPS.

When deaths are reported to the Director of DPS through any means (news, email, POST hearing, etc.) this information is passed on to the DPS Grants team to ensure that they receive the DCRA report, if it is not received they reach out to the agency to request the information.

Obstacles in collecting DCRA data:

- DPS has not had agencies refuse to participate but we are unable to ensure that all agencies are participating as there is no statute that requires them to report and only report when a death has occurred.
- Potential errors due to manual data entry by both the local agencies and DPS.

Data collection tools

- DCRA template form
- Email
- Fax
- Spreadsheets
- Manual data entry

## **SECTION III – DATA REPORTING METHODS**

Manual entry by staff at the Missouri Department of Public Safety.

Death in Custody Data Reporting Method Procedures:

1. Send quarterly reminder to all Missouri law enforcement agencies via email
2. As each DCRA form is submitted via email, fax or other method it is tracked on a spreadsheet and placed in a folder on our network pending quarterly PMT reporting.
3. Quarterly DCRA reporting is completed in the PMT system (January, April, July, October)
  - a. Each quarter all new DCRA reports are reviewed by DPS Grants staff for completeness.
    - i. If information is incomplete the DPS Grants staff contact the reporting law enforcement agency for clarification.
  - b. All new DCRA forms are then entered into the PMT system.
    - i. If a DCRA form is from a prior quarter, that quarter is updated to add the new DCRA report.
    - ii. If one of the DCRA reports has the cause of death as:
      1. Drug Overdose, mark the cause of death as “Other” and list “Drug Overdose”
      2. COVID-19, mark the cause of death as “Other” and list “COVID-19”
      3. Autopsy Pending, mark the cause of death as “Investigation Pending” and list who is performing the investigation and when it is expected to be completed
        - a. If there is an investigation pending – the DCRA report is added to the investigation pending spreadsheet for tracking
  - c. When all new DCRA forms have been entered into the PMT system the spreadsheet is updated to show the status as entered.
  - d. Every quarter DPS Grants staff contact each law enforcement agency that has a DCRA listed on the investigation pending spreadsheet to see if there have been any updates to the investigation.
    - i. If an updated cause of death is provided the DCRA is updated in the PMT system, and the DCRA is updated on the spreadsheet to show that the cause of death has been provided.

# **ATTACHMENT A – DATA REPORTING TEMPLATE**

Missouri Department of Public Safety, Office of the Director  
Submit completed form via email to [dpscjrle@dps.mo.gov](mailto:dpscjrle@dps.mo.gov) or via fax to (573) 522-1908.  
Questions? Call (573) 526-9020

## **Death in Custody Reporting Act**

The Death in Custody Reporting Act (DCRA) of 2013 requires states that receive allocations under specified provisions of the Omnibus Crime Control and Safe Streets Act of 1968 to report certain information regarding the death of any person in law enforcement custody. This may include individuals who are detained, arrested, en route to incarceration, or incarcerated in state or local facilities or a boot camp prison.

### **2. Please provide the following decedent information.**

*NOTE: Submit a form per incident if you have multiple deaths in custody to report.*

#### **A. Name:**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

#### **B. Gender:**

- Male  
 Female  
 Other gender identity

#### **C. Race: (Select all that apply)**

- American Indian or Alaska Native  
 Asian  
 Black or African American  
 Native Hawaiian or Other Pacific Islander  
 White  
 Unknown

#### **D. Ethnicity:**

- Hispanic, Latino, or Spanish origin  
 Not of Hispanic, Latino, or Spanish origin  
 Unknown

#### **E. Birth Year (YYYY): (If unknown, enter 9999.)**

\_\_\_\_\_

### **3. Please list the following information regarding the decedent's death.**

#### **A. Date of Death: (MM-DD-YYYY)**

\_\_\_\_\_

#### **B. Time of Death: (24-Hour Clock)**

\_\_\_\_\_

#### **C. Location of Death:**

1. **Location Name: (If applicable.) (This could be the name of a facility, place of business, or other designation for the location of death.)**

\_\_\_\_\_

2. Street Address:

\_\_\_\_\_

3. City:

\_\_\_\_\_

4. State (postal abbreviation):

\_\_\_\_\_

5. Zip:

\_\_\_\_\_

D. If the event causing the death occurred in any of the following facilities, please indicate the appropriate facility below. If the event causing the death did not occur in one of the facilities listed below, please use the "None of the above" answer choice.

- Municipal or county jail
- State prison
- State-run boot camp prison
- Contracted boot camp prison
- Any state or local contract facility
- Other local or state correctional facility (to include any juvenile facilities)
- None of the above

4. Please list the name of the department or agency that detained, arrested, or was in the process of arresting the deceased.

A. Agency Name:

\_\_\_\_\_

5. Please indicate the manner of death. (Mark only one.)

- Execution
- Accident
- Death attributed to use of force by a law enforcement or corrections officer
- Homicide (e.g. an incident between two or more incarcerated individuals resulting in a death)
- Natural causes
- Suicide
- Unavailable, investigation pending

If unavailable, investigation pending, please report the agency conducting the investigation and an approximate end date.

Agency:

Approximate End Date:

*NOTE: When the investigation has concluded, an amended report identifying the manner of death must be submitted to the Missouri Department of Public Safety so the federal report can be amended.*

Other

6. Please provide a brief description of the circumstances leading to the death (e.g. details surrounding an event that may have led to the death, the number and affiliation of any parties involved in an incident, the location and characteristics of an incident, other context related to the death, etc.). (maximum of 5000 characters)