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Death in Custody Reporting Act (DCRA) State Implementation Plan

The following is the Death in Custody Reporting Act (DCRA) State Implementation Plan for the State of Wyoming. This plan outlines the steps and procedures that the Wyoming Division of Criminal Investigation (DCI) will undertake to comply with the DCRA and ensure accurate reporting of deaths in custody within our jurisdiction. At this time, there is no state law in Wyoming that addresses reporting, however, DCI will work with established partnerships to ensure that proper data is being collected and reported on a quarterly basis.

Purpose

The purpose of this plan is to establish a comprehensive framework for the collection, reporting, and analysis of data related to deaths in custody as required by the DCRA. The objectives of this plan include:

- a. Improving transparency and accountability in custodial settings.
- b. Enhancing data collection and reporting processes.
- c. Facilitating accurate and timely submission of data to the Bureau of Justice Assistance (BJA).
- d. Promoting collaboration among relevant stakeholders, including law enforcement agencies and correctional facilities, to ensure communication with all reporting agencies.

Definitions

The following definitions will be used throughout this implementation plan:

- a. **Custodial Setting:** Any location where an individual is under the physical control or restraint of law enforcement personnel or incarcerated within a correctional facility.
- b. **Death in Custody:** The death of an individual that occurs while in the process of arrest, during transportation, or while incarcerated in a correctional facility (including juvenile facilities).
- c. **Relevant Stakeholders:** All entities involved in the custody and care of individuals, including law enforcement agencies, correctional facilities, and other relevant agencies.

Who Will Need to Report In Custody Deaths?

Every law enforcement agency and those with custodial responsibilities in the State will need to report any death that meets DCRA requirements. This includes all:

- Sheriff's Office's (23)
- City Police Departments (55)
- State Agencies (6)
- Juvenile Facilities (1)

At this time, DCI is not aware of any agencies who are not reporting. Should DCI become aware, a conversation will be held with the agency to understand why the reporting is not being completed and offer training/technical assistance if it is deemed necessary. At the implementation of this plan, DCI will contact all of the agencies to remind them of the requirements and processes that they need to be following. A PowerPoint will be included. At this time, DCI will also offer a training opportunity. The training will be determined based on the interest and demand for it to be held. The type of training and the manner in which it will be made accessible will depend on the demand. It is not expected that Wyoming will need TTA from BJA.

Data Collection and Reporting Procedures

To ensure accurate and timely reporting of deaths in custody, the DCI will implement the following procedures:

- a. Notification: Law enforcement agencies and correctional facilities shall notify the DCI of any death in custody within their jurisdiction on a quarterly basis (January, April, July, and October). In the event that no DCRA eligible death occurs during the reporting period, the reporting agency will report that no death occurred and this information will be reflected in the PMT report.
- b. Documentation: The DCI has developed a standardized form to facilitate the collection of essential information related to deaths in custody. The same form will be sent to all reporting agencies. The information will be sent out via email quarterly to all agencies with a Google Form link to be completed by the agency. The Form includes details about the deceased individual: name, gender, race, ethnicity, and age; date, time, and location of death; the law enforcement agency that detained, arrested, or was in the process of arresting the deceased; and circumstances and manner of the death, including any parties involved. The link to the Form is included: <https://forms.gle/B6RTnvF1zGLuQSoJ6>. Additionally, another link can be found on the homepage to DCI's website, under the link section, that will take the user to the Form: <https://wyomingdci.wyo.gov/>.
- c. Data Compilation: The DCI will collate and analyze the collected data to identify trends, patterns, and potential areas for improvement to enhance data collection.
- d. Reporting: The DCI will submit a quarterly report to the BJA via the Performance Measurement Platform (PMT) in accordance with the DCRA reporting requirements. This report will contain comprehensive data on deaths in custody within the state of Wyoming during the specified reporting period. This data will be submitted to PMT manually and not through the data import feature in the PMT. The grants manager will be responsible for entering all data into PMT.
- e. Data Integrity and Confidentiality: The DCI will establish measures to ensure the integrity and confidentiality of the collected data, adhering to all applicable laws and regulations related to data security and privacy. Confidentiality will be maintained by ensuring that only required details are submitted. The data is stored on a secure network with limited accessibility. There will be no identifying information of any individuals involved with the death or those who report. DCI has

set up Google Alerts to be notified of in custody deaths that occur in the State of Wyoming. Generally, DCI is the investigative agency for all in custody deaths and can use information obtained from these investigations as verification of accurate reporting. If there are discrepancies, DCI will reach out to the agencies individually to determine the issue and plan a solution.

- f. Tracking and Updating Pending Investigations: The Form solicits a response if the cause of death has been determined. Responses in the negative will be followed up directly with the agency and will be updated as information is received.

Collaboration and Training

To facilitate effective implementation of the DCRA, the DCI will engage in the following activities:

- a. Stakeholder Engagement: The DCI will correspond with law enforcement agencies, correctional facilities, and other relevant stakeholders to ensure a coordinated approach to reporting and data collection.
 - 1. Identified entities include: municipal or county jail, State prison, State-run boot camp prison, boot camp prison contracted out by the State, any State or local contract facility, or other local or State correctional facility, including any juvenile facility.
- b. Training and Education: The DCI will develop training aides to educate and train personnel involved in data collection and reporting processes. This includes providing guidance on data entry, data quality assurance, and maintaining compliance with the DCRA.
- c. Technical Assistance: The DCI will provide technical assistance to law enforcement agencies, correctional facilities, and other stakeholders to support their efforts in complying with the DCRA requirements. This document will serve as notice to the agency of their requirements and will make clear that in person/phone training can be made available to an agency upon request.

Monitoring and Evaluation

The DCI will regularly monitor and evaluate the implementation of the DCRA State Implementation Plan to ensure its effectiveness and identify areas for improvement. This will include periodic reviews of data quality, compliance, and stakeholder feedback.