



A Tradition of Stewardship  
A Commitment to Service

# Napa County Multi-Disciplinary CSEC Response Protocol

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## Definitions

- CSEC – Commercial Sexual Exploitation of Children
- CWS/CMS – Child Welfare Services/Case Management System
- AWOL – Absent Without Leave

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## Purpose

Napa County Health and Human Services Agency (HHSA) recognizes the existence of the Commercial Sexual Exploitation of Children (CSEC) in Napa County. Further HHSA is committed to reducing the presence and occurrence of Commercial Sexual Exploitation (CSE) activities in Napa County. In collaboration with community partners Napa County HHSA will provide education and prevention services to victims of CSEC. Napa County HHSA recognizes the importance of ensuring children and youth who are victims of Commercial Sexual Exploitation are not criminalized.

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## Overview

In order to address existing needs and reduce the occurrence of human trafficking and CSEC in Napa County, Child Welfare Services (CWS) has developed a multidisciplinary response protocol. Napa County CWS recognizes the need for strategic collaboration and ongoing communication between all stakeholder agencies working directly with CSEC and has established a multidisciplinary team to address these needs. The roles and responsibilities outlined below are a combination of currently existing practices and new practices that will promote a coordinated response to CSEC in Napa County.

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## CSEC Response Protocol

This protocol is intended to increase communication and collaboration between agencies working directly with CSEC in both Napa County and neighboring jurisdictions. It establishes guidelines that ensure a collaborative and coordinated effort between the participating agencies:

- Napa County Health and Human Services Agency (HHSA):
  - Child Welfare Services (CWS)
  - Public Health
  - Mental Health
- Napa County Probation Department
- Napa County Juvenile Court
- Aldea Behavioral Health Services at Wolfe Center
- Napa County District Attorney's Office
- Napa Police Department
- Napa County Sheriff's Office

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## Agency Responsibilities

CWS will be the lead agency in screening and identifying at risk CSEC youth in open CWS cases. Cases identified as at risk through the screening process will be staffed internally and referred to CSEC MDT as appropriate. CWS will designate these cases in CWS/CMS.

Napa County Probation will be the lead agency in screening and identifying at risk CSEC youth in open probation cases. Cases identified as at risk through the screening process will be staffed internally and referred to CSEC MDT as appropriate. For Placement Cases, Probation will designate these cases in CWS/CMS.

Law Enforcement Agencies will identify potential CSEC youth as a result of open law enforcement investigations or information received. Youth identified as at risk through the screening process will be referred to CWS for CSEC MDT staffing and services as appropriate.

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## CSEC MDT Response

Upon identification of a CSEC or potential CSEC child, a CSEC MDT meeting will be convened to conduct a case review and to determine response and appropriate services. A cross report to law enforcement will be completed if required. Participants in the MDT meeting will include representatives from Child Welfare Services, Probation, Mental Health, Substance Abuse Services and Public Health.

The following referrals will be considered:

- Referral to Mental Health Services
- Referrals to providers with expertise in the area of Trauma-Informed Care
  - Case review will include consideration of appropriate placement options.

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## Actions Upon AWOL or Runaway

CWS will be the lead agency in CSEC AWOL dependency cases and will follow the existing AWOL/Runaway Procedure. Probation will be the lead agency on their cases and will follow their respective AWOL/Runaway procedure.

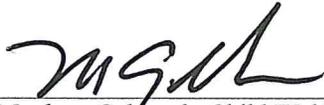
**After the child has been located, the youth will be medically cleared prior to placement or return home.**

- Medical Clearance
- Determine the need for SART exam in coordination w/Law Enforcement
- Contact County Counsel to notify of need to recall warrant
- For dependent children Social Worker will refer to CSEC CWS/CMS procedure for data entry
- Social Worker/Probation Officer will consider the need for mental health crisis assessment

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## Training and Education

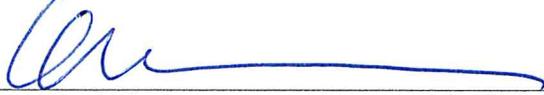
Napa County HHSA recognizes the need for ongoing CSEC training for CWS staff, county agencies, resource families, community partners and service providers. Napa County HHSA is committed to this important program and will continue to develop training and identify specialized resources to address the unique needs of commercially sexually exploited children and youth in the country.



Matthew Gebhardt, Child Welfare Services Director  
Napa County Health and Human Services Agency

9/1/2016

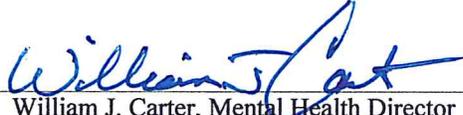
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Karen Relucio, MD, Deputy Director—Public Health  
Napa County Health and Human Services Agency

9/6/2014

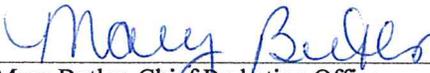
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William J. Carter, Mental Health Director  
Napa County Health and Human Services Agency

9-2-16

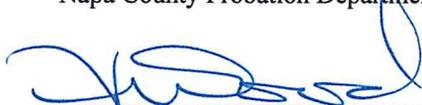
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Mary Butler, Chief Probation Officer  
Napa County Probation Department

9-6-16

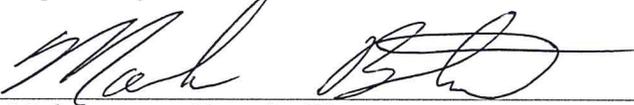
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Commissioner Victoria Wood  
Napa County Juvenile Court

9.2.14

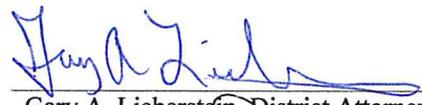
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Mark Bontrager, Executive Director  
Aldea Behavioral Health Services at Wolfe Center

9/13/16

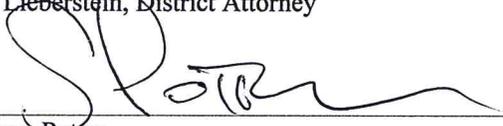
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Gary A. Lieberstein, District Attorney

8/31/2016

Date



Chief Steve Potter  
Napa Police Department

8/31/2016

Date



Sheriff John R. Robertson  
Napa County Sheriff's Office

8/31/2016

Date