

**DEC**

**Drug  
Endangered  
Children**

**Sedgwick County  
Approach**

# METH KIDS INITIATIVE

**Purpose:** This task force was initiated approximately two years ago by the Office of District Attorney Nola T. Foulston, Eighteenth Judicial District. We wanted to formulate a protocol on how to effectively and efficiently examine children located in meth labs. (Another population that we hadn't anticipated but have learned that we need to address is dependent elderly. We have just started the process including them in this protocol.) Although we have maintained focus on our primary goal, the task force has agreed that we would like to eventually include children located/effected by other drugs.

**Agencies involved:** KDHE, Wesley Medical Center, Fire Department, Wichita Children's Home, SRS, WPD, SG SO, EMCU, KBI, DEA, and Forensic Science Center.

**Training:** The task force conducted a local training. The seminar was one full day and was held on two separate dates. We focused primarily on basic meth information and interviewing techniques for local social workers. The training was thorough and included hands-on afternoon breakout sessions.

**Protocol Basics:** Law Enforcement will place all children found in meth labs in to Police Protective Custody. Law Enforcement will notify Wesley Medical Center (Wesley) and Wichita Children's Home (WCH) that children are being picked up. Law Enforcement will transport the children to Wesley. WCH staff will meet Law Enforcement and complete admission paperwork. WCH staff will transport the children to WCH after medical testing is complete. Children may be placed in foster homes or remain at WDH. Wesley staff will coordinate an inter-agency meeting to discuss status of the medical tests and investigation within 24 hours. SRS will receive an intake and work with Law Enforcement to investigate the appropriateness of filing CINC. (Each participating agency has their own specific protocol.)

# **OUTLINE OF PROCEDURE**

## **Upon locating children in a meth lab:**

Children will be placed in Police Protective Custody.

LEO will have dispatch contact Wichita Children's Home (WCH) and inform them that children will be going to the hospital for medical testing.

LEO will have dispatch contact hospital ER to notify them that children will be transported to the hospital for testing per protocol and provide hospital with name of Field Officer in Charge.

ER personnel will contact Field Officer in Charge to obtain information to determine medical tests necessary.

WCH will send staff to the hospital to assist in transitioning the child to a foster home. WCH staff will bring the necessary intake paperwork so LEO can complete paperwork on site. (PPC time MUST be included on paperwork.) LEO can leave. WCH staff will stay with the children through the medical procedures and will transport the children to WCH. Children will either remain in WCH or be placed in a foster home.

Intake will be made to SRS.

Hospital will schedule a CARE Team meeting within 24 hours.

SRS social worker will work in conjunction with LEO to obtain LEO reports, photos and video in order to facilitate decision-making regarding child's future placement. SRS social worker will interview parents and obtain valuable medical information.

Case will be processed with Juvenile Division of the District Attorney's office before releasing the children from PPC.

Items to remember:

1. If children have burns to the face or over 15% of the body, he/she will need to be transported to Via Christi, St. Francis Campus.
2. If children need to be admitted to the hospital, he/she will be admitted to Wesley Peds Clinic.
3. Social workers will not go to the home as part of their investigation, they will rely on information obtained from LEO.

**Meth Lab Task Force**  
**PROTOCOL FOR SRS SOCIAL WORKERS**  
**RE: METH LABS INVOLVING CHILDREN**

Law enforcement will call SRS Intake, 337-6601 to report meth lab cases involving children. Irene Andrews is the identified Intake program support worker to take these reports immediately upon receiving the call.

These cases will be flagged for assignment to specific SRS investigation social workers. At this time those workers are:

Collen King  
Jo Shaver  
Amber Schrag  
Shelley Wilkinson  
Stephanie Binkley  
Raeann Rose (back up if needed)

Once assigned, social workers should make contact with Allen Price, WPD, Special Investigations, 4<sup>th</sup> floor. Arrangements should be made to meet with the case detective who can share information and show the scene video/photographs to the social worker. The social worker can also ascertain if other law enforcement history with the family is known.

The social worker should coordinate with law enforcement to determine what other steps should be taken to initiate our involvement in the investigation regarding the parents. Task force protocol calls for all children to be taken to Wesley Hospital for examination to evaluate their exposure to meth/chemicals, etc. Law enforcement will take the child(ren) to the hospital and WCH staff will join them in order to remain with the child pending the medical exam. **NOTE: PPC WILL START AT THIS TIME, NOT WHEN THE CHILD ACTUALLY ARRIVES AT THE WCH.**

During the investigation the SRS social worker should:

1. Contact the hospital care coordinator as a collateral and determine that the child's(ren's) exams have been completed; obtain any medical information available.
2. When interviewing parents, inquire as to primary care physician to determine if regular health care occurred. This information will be important to develop a baseline regarding the child's health.
3. Inquire about any relative resources.
4. If the child does not have a medical card or medical insurance; determine if payment for the exam during PPC should be paid per agency policy (PPM 2450). The Forensic Science Center may be willing to absorb costs of lab work.
5. Contact WCH staff for information relevant to the hospital evaluation.
6. Attend the Hospital Care Team Meeting (CPS staffing). All cases will be staffed at the hospital for a time so the team can coordinate and adjust the process as needed.
7. If the child(ren) are in school or daycare, determine if there are any developmental or school related issues. This too is to get a baseline if the child(ren) have been affected by the meth/chemicals.
8. Determine if there is a need for a developmental screen, mental health, or crisis intervention services.
9. If the parents are charged (expectation within 24 hours), the social worker can request a copy of the affidavit prepared as part of the information needed for the SRS investigation and possible filing of a CINC petition.

Social workers will not be expected to go to the meth lab or put themselves at any unnecessary risk for exposure. Law enforcement will have videotaped the home environment and will share that information for assessment of the home. Any exposure should be reported immediately to the supervisor.

# **Clandestine Laboratory Enforcement Team (CLET)**

## **Standard Operating Procedure**

### **GENERAL**

Clandestine laboratories by their nature, pose many and varied hazards for Officers and chemists. In addition to the usual hazards faced by law enforcement officers, those involved in handling clandestine laboratories also face the possibility of exposure to hazardous materials. To minimize these risks, seizing and processing clandestine laboratories will be accomplished in stages, and in accordance with the safety procedures set out in this standard operating procedure.

- The Special Investigations Bureau will have a Clandestine Laboratory Enforcement Team (CLET), assigned to its bureau.
- The CLET will consist of personnel who have successfully completed 40 hours of Clandestine Lab Certification and a yearly hazmat physical that is conducted by one of the local hospitals under contract by the City of Wichita.
- The CLET members will be required to attend yearly clandestine lab recertification and will receive a Hazmat physical on an annual basis.
- Only those officers who are assigned to the CLET will be certified to enter a clandestine lab site. Officers will only assist in securing the outside perimeter of the lab site until the CLET determines that the site is non-hazardous.

### **Responsibilities**

The Clandestine Laboratory Enforcement Team will be responsible for the raiding, processing, and disposal of all potential clandestine lab sites located within the municipality of the City of Wichita. They will thoroughly investigate the lab site and ensure that the lab site is properly disposed of safely, per Occupational Safety and Health Administration (OSHA 29 CFR 1910,120) and the Environmental Protection Agency (EPA) regulations.

### **Clandestine Laboratory Coordinator**

The Special Investigations Bureau Commander will designate a supervisor or senior detective as the Clandestine Laboratory Coordinator. This individual will be responsible for assuring that the program objectives are met, and be delegated authority sufficient to carry out this responsibility. The functions of this coordinator are as follows:

- Establish and carry out measures to assure those bureau personnel receive adequate training in the specialized knowledge and techniques used in investigating clandestine laboratories.
- Serve as the bureau's focal point for clandestine laboratory intelligence and investigative information developed through training and area law enforcement activities.
- Ensure successful completion by all team members of an approved 40-hour Clandestine Laboratory Safety Certification School, contemporaneous with an initial medical clearance to include a spirometry test and baseline blood work. Annual medical monitoring and certification of medical clearance shall be conducted for the balance of the individual's career regardless of assignment. The Bureau Commander assigned to the Special Investigations Bureau will maintain this data.

- Ensure that an El Paso Intelligence Center (EPIC) form #143 will be completed for each clandestine laboratory. The appropriate information will be included and forwarded to EPIC. A copy of the EPIC form will also be forwarded to the Kansas Bureau of Investigation for statistical information. A copy of this form will be maintained by the case agent and will become part of the case file.

### **Team Safety Officer**

The Clandestine Laboratory Coordinator will designate one member of the CLET as the Team Safety Officer. His/her responsibilities are:

- Ensure the maintenance of all personal protective equipment. Written maintenance records will be prepared.
- Ensure adequate supplies of disposable personal protective equipment are available for lab responses.
- Perform monthly checks of all non-disposable personal protective equipment for defects, i.e., rubber boots, respirators, air tanks, air monitors, etc.
- Maintain a complete inventory of all the equipment that is assigned to the CLET.

### **Site Safety Officer**

For each clandestine laboratory site, a properly trained CLET member will be designated as the Site Safety Officer and as such, is responsible for:

- Briefing all personnel regarding known hazards associated with the clandestine laboratory.
- Performing field inspections of all personal protective equipment prior to use and insuring that the personal protective equipment is properly used.
- Designating appropriate decontamination zones in accordance with the Environmental Protection Agency (EPA), Standard Operating Safety Guide.
- Ensure safety procedures are adhered to when securing and processing the laboratory and document these procedures as they are utilized.
- Ensuring proper decontamination of prisoners and, if necessary, disposal of clothing.
- Ensuring proper decontamination or disposal of equipment and protective clothing.
- Ensuring that a Clandestine Laboratory Exposure Report is completed and submitted by each member of the team. It will be the responsibility of each team member to maintain a copy of this report.
- During the assessment stage, provide technical support and help in identifying potential hazards at the lab site.

### **Investigation of a Clandestine Laboratory Site**

The investigation of a clandestine laboratory is geared towards:

- Locating the site of the laboratory as well as any ancillary sites (i.e., storage facilities, dump sites, etc.)
- Identifying the suspects and witnesses and establishing their roles in the operation.
- Identifying the method of operation, including the manufacturing process, raw materials and equipment used, and the identification of the finished product.
- Seizing, processing and disposing of a clandestine laboratory in a manner that will assure maximum safety for the officers, defendants, and innocent parties, while assuring the maximum amount of evidence will be obtained for prosecution.

### **Seizing and Processing a Clandestine Laboratory Site**

The CLET supervisor, in conjunction with the Site Safety Officer, will develop a safety plan. Included in the plan are:

- Notification and request for standby units from assisting agencies, including:
  1. Notifying Clandestine Laboratory Team Members
  2. Fire Department
  3. Emergency Medical Service (EMS), (if needed)
  4. Social Rehabilitation Service (SRS) and Wichita Children's Home (WCH), (if children are located at the lab site)
  5. Children located in a vehicle or structure where a clandestine lab has been seized will immediately be taken into protective custody. They will be transported to Wesley Hospital, and the officers will have the dispatcher contact the emergency room personnel and advise them that children who have been exposed to a meth lab are being transported to their facility for testing per protocol.
  6. Officers transporting the children to Wesley Hospital will provide them with the name of the field officer in charge of the meth lab investigation, so they may contact this officer to obtain information about the chemicals the children were exposed to so they can determine what necessary medical tests need to be performed.
  7. Kansas Bureau of Investigation (KBI), (if additional equipment or personnel are needed)
  8. Hazardous Waste Disposal Company through the Kansas Department of Health and Environment (KDHE 785-368-7300)

### **Case Agent**

The CLET supervisor will designate one of the CLET detectives as the case agent responsible for the overall investigation of the clandestine lab site. The case agent will be responsible for:

- Developing the criminal investigation.
- Obtaining the search warrant, including destruction order.
- Preparing the investigative reports.
- Assigning duties to CLET members to assist in the processing of the lab and the interviewing of witnesses and suspects.
- Collecting and processing all evidentiary material found at the laboratory site. The only evidence that should be collected and removed from a laboratory site is the following:
  1. Samples of all substances determined to be associated with the lab and the production of narcotics. Samples will be submitted to the proper lab such as the Kansas Bureau of Investigations lab or the Drug Enforcement lab. This evidence will be shipped via Federal Express using a City of Wichita billing code assigned to the Special Investigations Bureau.
  2. Video and/or still photographs of complete laboratory and site.
  3. Documentary evidence, i.e., formulas, receipts, literature, notes, etc.
  4. All items instrumental to the laboratory operation, but not needed as evidence, will be seized for destruction.
  5. Coordinating the filing of charges with the District Attorney's office.

### **Processing the Lab**

The CLET members will be responsible for conducting an initial assessment of the lab site for potential hazards.

#### **Assessment Stage**

The assessment team will consist of a minimum of two CLET members. A team member with full protective clothing and a self-contained breathing apparatus (SCBA) will be standing by for every member conducting the assessment, in the event of an emergency.

#### **Responsibilities of Assessment Team**

- Assess the hazards of the clandestine laboratory environment using visual inspection and available monitoring equipment.
- Ventilate the clandestine laboratory site. (If ventilating is not possible, move the evidence to an open area for processing.)
- Advise the Site Safety Officer of all known chemicals and hazards associated with the clandestine laboratory scene at this time.

- Recommend the level of protection needed and safety procedures to be used by the processing team. The Site Safety Officer, or CLET supervisor, based on information provided by the entry team concerning the site, may lower the level of protection of the processing team as needed.
- Deactivate the clandestine laboratory.

### **Exit Stage**

Upon completing the processing stage, prepare to exit or depart the laboratory site. These preparations include decontamination of CLET members and site decontamination.

### **Decontamination**

Upon exiting the immediate area of the laboratory (“Hot Zone”), each individual will undergo decontamination as outlined below:

- **Personal Decontamination**  
Each CLET member will be decontaminated in accordance with procedures contained in the EPA Standard Operating Safety Guides.
- **Safety Equipment and Protective Clothing Decontamination**  
All safety equipment and protective clothing used at a laboratory site will be decontaminated or disposed of in accordance with procedures contained in the EPA Standard Operating Safety Guides.

### **Prisoner Decontamination**

All prisoners will be decontaminated before transporting them from the laboratory site. In addition, the following procedures should be adhered to:

- Provide the following equipment to a suspect in the event his/her clothing has been contaminated:
- Paper coverall suits.
- Paper booties.
- Notify all transporting officers and the receiving correctional facility of any prisoners who are contaminated.
- Properly dispose of the prisoner’s clothing with the proper disposal company responsible for taking the other hazardous materials from the lab site.

### **Disposal of hazardous materials**

- The CLET supervisor will be notified when all the evidence at the laboratory site has been collected prior to contacting the disposal company. The supervisor is responsible for assuring that a destruction order has been obtained for the lab site and will then notify the appropriate disposal company. (KDHE 785-368-7300)
- The supervisor will advise the disposal company of the exact location of the site, and provide any other pertinent information that would help to expedite the clean-up and disposal process.

- While processing the laboratory, the designated Site Safety Officer will coordinate with the disposal service in determining the hazard status of the chemicals encountered.
- Chemicals of a hazardous nature will be sampled for analysis and evidentiary purposes. The remaining quantities will be given to the disposal company for proper packing and preparation for transport. This process will include the destruction and lab packing of all contaminated laboratory apparatus and glassware.
- Custody of all hazardous materials and chemical waste will be given to the disposal company for transport and destruction or storage. The disposal or destruction of hazardous waste will be done immediately.
- In no instance will WPD personnel take possession of chemical waste or material(s) determined to be hazardous for the purpose of transport or storage, other than the sample amounts taken for analysis and evidentiary purposes. These samples will be stored in the proper containers that are authorized by OSHA for storage of hazardous chemicals. (A glass vial, placed inside a chemical resistant plastic bottle)
- No hazardous waste will be stored unless authorized by the Chief of Police and necessitated by extraordinary circumstances.
- At the conclusion of the investigation and or trial, in accordance with the District Attorney's Office, the case agent will be responsible for obtaining a destruction order so the evidence from the investigation can be destroyed and turned over to the proper disposal company.

#### **Equipment Issued to all CLET Members**

- Full face, air purifying respirator, with cartridges.
- Self-contained breathing apparatus (SCBA).
- Chemical resistant suits, gloves and boots.
- Keys to the KBI Lab Van.

#### **Field Training of New CLET Members**

Each new CLET member will be teamed up with an experienced CLET member so that they can illustrate and explain the following:

- Collecting, processing, documenting, submitting and mailing samples to outside agencies for analysis.
- Overview of equipment and where it is stored.
- Overview of all the documents that are used in the investigation of a clandestine laboratory.
- Current statues pertaining to methamphetamine laboratories and the District Attorney's requirements for prosecution of these cases.