

**El Dorado County- Health and Human Services Agency
Child Welfare Services Division**

Protocol

Title: Foster Youth and Human Trafficking (FYHT) Task Force Protocol

Reference Points

Legal Basis:

[Welfare and Institutions Code \(WIC\) § 340](#)

CWS/CMS Forms:

Non CWS/CMS Forms:

[FYHT BOLO](#)

[FYHT Protective Custody Warrant](#)

[Missing Persons Report](#)

Other References:

Definitions

- FYHT – El Dorado County Foster Youth and Human Trafficking Task Force
- CSEC – Commercial Sexual Exploitation of Children
- CSE – Commercial Sexual Exploitation
- HHSA – Health and Human Services Administration
- CWS – Child Welfare Service
- CWS/CMS – Child Welfare Services/Case Management System
- AWOL – Absent Without Leave
- BOLO – Be On the Lookout
- CLETS – California Law Enforcement Telecommunication System
- MUPS – Missing and Unidentified Persons Section/System

General

El Dorado County Health and Human Services Agency (HHSA) recognizes the continued occurrence and increasing awareness of the Commercial Sexual Exploitation of Children (CSEC) in El Dorado County. HHSA is committed to engage in and promote practice to reduce or diminish the presence and occurrence of Commercial Sexual Exploitation (CSE) activities in El Dorado County. Further, HHSA is committed to actively collaborate with our state, regional, and county partners to protect all youth from CSE and human trafficking.

Overview

In order to combat and reduce the occurrence of human trafficking and the CSEC in El Dorado County, HHSA has developed the Foster Youth and Human Trafficking Task Force (FYHT). FYHT was established to enable agencies, which work directly with CSE youth, to strategically partner to identify and respond to the specific needs of these youth and hold their traffickers accountable. HHSA recognizes the need for strategic collaboration and ongoing communication between all

stakeholder agencies working directly with CSE cases, both on a local and regional level, and the FYHT functions as a MDT for this purpose. El Dorado County and its partner agencies are committed to this interagency, multi-disciplinary program to address the CSEC. The roles and responsibilities outlined below are a combination of currently existing practices and new practices that will enhance a comprehensive and coordinated response to the CSEC in both El Dorado County and our region.

**FYHT
Stakeholder
Agencies**

In order to increase communication and collaboration between agencies working directly with CSEC in both El Dorado County and neighboring jurisdictions, it is expected that each identified FYHT partner agency provide the following:

- An agency representative(s) who will serve as the 24-hour point person for FYHT cases and participate in FYHT case staffing, meetings and trainings.

The following agencies have been identified as the core FYHT stakeholder agencies:

- HHS: Child Welfare Services (CWS), Public Health and Mental Health
 - El Dorado County Probation Department
 - El Dorado County District Attorney's Office
 - El Dorado County Sheriff's Department
 - El Dorado County Office of Education
 - El Dorado County Council
 - City of Placerville Police Department
 - City of South Lake Tahoe Police Department
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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 FYHT as appropriate. CWS will designate these cases in CWS/CMS.

El Dorado 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 FYHT as appropriate. As appropriate, Probation will designate these cases in CWS/CMS.

Law Enforcement Agencies will be the lead agencies in screening and identifying CSEC cases as a result of open law enforcement investigations or information received. Youth identified as at risk through the screening process will be staffed internally and referred to FYHT as appropriate.

**Actions Upon
Referral**

Upon receipt of a FYHT referral, the FYHT Task Force will convene to conduct a case review and staffing to determine client specific preventive services and responsive actions as appropriate.

Victim-Centered Preventive Services will include the following:

- Screening for referral to mental health services to and identification of additional youth and family support services.
- The development of short and long-term care plans that include strategies to address trauma, mental health and placement with CSEC trained providers for dependency or delinquency cases.
- Prevention strategies can also include:
 - Curricula and other school-based approaches to educate youth regarding healthy relationships, sexual health, internet safety, and CSE.
 - Facilitated training for all professionals working with youth in child-serving systems, including, but not limited to, child welfare, juvenile justice, probation, mental health and education, to better identify CSEC and children at-risk, provide CSEC specialized services and supports, and use culturally competent and trauma-informed practices.
 - Information bulletins and community training opportunities to raise awareness of CSE.

Responsive Actions will include the following:

- Case staffing to determine course of action(s) should the youth go AWOL from placement or run away from home or school.
 - This case staffing will include placement options, logistics and stakeholder agency responsibilities as appropriate.

**Actions Upon
AWOL or
Runaway**

CWS will be the lead agency in CSEC AWOL dependency cases and perform the following:

- When notified by the placement that an at risk or identified CSEC youth has gone AWOL, the assigned social worker or their supervisor will immediately complete the FYHT AWOL Warrant of Apprehension and the CSEC missing person report. They will then notify all attorneys of record, the CWS FYHT liaison and CASA to advise them of the AWOL youth and to attempt to locate the youth.
- The assigned social worker's supervisor will prepare the FYHT BOLO for distribution to law enforcement and CASA, and enter the CSEC Alert into the Client Notebook of CWS/CMS.
- The assigned social worker or their supervisor will process the FYHT warrant, have it signed by a Judge and file the warrant, BOLO and missing person report with the Sheriff's Office Records Division for entry into their database system, MUPS and CLETS.
 - The assigned social worker or their supervisor will advise the Sheriff's Office Records Division of the FYHT status of the warrant, and advise them to distribute the BOLO to

regional law enforcement agencies and other law enforcement agencies as appropriate.

- The assigned social worker or their supervisor will fax or email the FYHT BOLO to CASA.
- The assigned social worker or their supervisor shall notify the placement and CASA that there is a warrant in the criminal database system and ask that they immediately notify CWS if the youth is seen or located.
- The assigned social worker or designated staff will attempt to locate the AWOL youth at any known or suspected locations the youth is known to frequent. The social worker or designated staff will document any and all attempts to locate the juvenile in the CMS/CWS System.
- The assigned social worker will meet with his/her supervisor each week to review the runaway status and evaluate what efforts have been taken to locate the child. All efforts to locate the child must be documented in the CMS/CWS system.

After the child has been located, the youth will be medically evaluated and cleared ASAP and prior to transport to any placement or juvenile hall.

- Law enforcement will be notified determine if a SART exam is required.
 - The assigned social worker will contact the Court and the Sheriff's Office Records Division to have the Warrant of Apprehension and Missing Persons report recalled, and will end-date the CSEC Alert in the Client Notebook in CWS/CMS.
 - The assigned social worker will contact the CWS FYHT liaison before returning the child to placement.
 - If location occurs after regular business hours, then the after-hours social worker is responsible for the following:
 - To immediately notify the CPS FYHT liaison and on-call manager.
 - To contact County Mental Health via their 24-hour crisis hotline at (530) 622-3345, advise them that a CSEC child has been located and request a crisis worker to respond.
 - The assigned social worker will notify the Court and the Sheriff's Office Records Division the following business day to have the Warrant recalled.
 - The assigned social worker will contact the child's attorney and CASA immediately or as soon as reasonably possible after the child has been located.
 - The CWS FYHT representative or social worker will contact the
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FYHT law enforcement representative to ensure the warrant and missing person report have been recalled.

- The CWS FYHT representative or social worker will contact FYHT Task Force members to inform them the youth has been located and to coordinate case staffing as appropriate.

NOTE: *Case and logistical planning to determine the FYHT Task Force response when the AWOL youth is located outside of a local jurisdiction will be determined on a case by case basis. FYHT Task Force members will convene as needed, and after-hours as appropriate, to staff and coordinate all cases where CSEC youth are located outside of a local jurisdiction. After-hours FYHT Task Force notifications and staffing will include law enforcement, CPS, County Council and other agencies as appropriate. **Medical clearance of the youth is necessary and will be coordinated by FYHT Task Force members as needed.** SART examinations will be determined by law enforcement.*

The Probation Department will be the lead agency in AWOL cases involving youth in open delinquency cases and follow the process as outlined above.

Law Enforcement will be the lead agency on missing person or runaway cases involving non-dependent and non-delinquent FYHT identified youth in their jurisdictions. FYHT Task Force members will provide resources and staff cases as needed or determined by law enforcement.

Special Considerations

HHSA recognizes the need for multi-agency (and multi-jurisdictional) CSEC MOUs and continued CSEC specific provider contract development.

HHSA recognizes the need for ongoing CSEC training for CPS staff, county agencies, foster families, Foster Family Agencies, community partners and service providers. While HHSA has taken several important steps in the development of El Dorado County's FYHT program, many CSEC specific resources (placement, advocacy, therapeutic counseling and CSEC trained therapists and social workers) still need to be identified. However, HHSA is committed to this important program and will continue to develop these resources.
