

COMMUNITY THREAT ADVISORY TEAM

MEMORANDUM OF UNDERSTANDING

Since the COMMUNITY Threat Advisory Team is comprised of representatives from participating agencies and departments, it is understood that each member's first responsibility is to the best interests of their own organization. It is also understood that the agency representatives acting as a team, have no authority to develop, issue or disseminate policy or procedure that is in any way binding or contractual upon any of the participating agencies. However, since each member also shares a responsibility to the other members and to the success of the team's objectives, each member agrees to the following:

1. To keep the member's administrative authority fully advised of the team's activities in a manner satisfactory to the administrative authority and in a manner that accurately reflects the value that the team represents.
2. Strictly comply with matters of confidentiality in a manner consistent with the member's own agency policies and rules dealing with confidential material.
3. To hold case specific information discussed by the Community Threat Advisory Team in confidence, except as it pertains to communication necessary to implement management strategies approved by the team.
4. To attend and satisfactorily complete a training course approved by the Community Threat Advisory Team. This training may be provided by the team or through an outside source when available and feasible.
5. To continue to pursue additional training and knowledge in the area of threat assessment and management and share this information with other team members.
6. To attend scheduled meetings responsibly and be reasonably available for emergency meetings when situations might deem necessary.
7. To immediately report to the team any situations regarding conflicts of interest between the business of the team, the member, or with the member's organization.

8. To be sensitive to other participating agency issues, such as; jurisdictions, chains of command, agency business, media, and public perception.
9. While a member of the team, to not seek or accept personal gain resulting from either the training or knowledge inherent in being a team member. This prohibition does not include the member's salary and/or employment wages received from the member's agency, or reimbursements for travel or other expenses the member might incur as the result of attending or presenting trainings relating to team membership. Exceptions to this restriction are permitted only with the knowledge and authorization of the entire team and the member's agency and only when such a situation would benefit the team and its participating agencies.

Member's Name: _____

Member's Signature: _____

Date: _____

Agency/Organization: _____

Administrative Authority: _____
(Printed Name)

Administrative Authority: _____
(Signature)

Effective Date: _____