

JBER-MOU-307



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS, 673D AIR BASE WING
JOINT BASE ELMENDORF-RICHARDSON, ALASKA**

**MEMORANDUM OF AGREEMENT BETWEEN JOINT BASE ELMENDORF-RICHARDSON, ALASKA
AND ANCHORAGE AND SOUTH CENTRAL REGIONAL OFFICE, OFFICE OF CHILDREN'S
SERVICES**

1. PURPOSE. To establish written agreement between 673 ABW [Supplier] and the Anchorage and South Central Regional Offices of the Office of Children's Services (OCS) [Receiver] concerning procedures for admission to the installation and to conduct official business on Joint Base Elmendorf-Richardson (JBER).

2. AUTHORITY.

- a. DoDI 4000.19, *Interservice, Intradepartmental and Interagency Support*, August 9, 1995
- b. Air Force Instruction (AFI) 25-201, *Support Agreement Procedures*, May 1, 2005

3. GENERAL.

a. **SCOPE.** Actions and agreements herein apply only to the participating parties and are not intended to supersede existing regulations or agreements.

b. **ASSUMPTIONS.** This support will remain in effect during implementation of OPLANS.

4. RESPONSIBILITIES.

a. **FINANCIAL MANAGEMENT.** Pursuant to Attachment 6 of AFI 25-201, July 1, 2010, the Office of Children's Services falls into the category of a Non-Standard Community Service Organization for which base support services are non-reimbursable.

b. MISSION SUPPORT.

SUPPLIER WILL: Designate 673 CPTS/FMP Support Agreement Office (SAO) as the single point of contact for all support agreements interface for contact with all base agencies for the Receiver.

RECEIVER WILL: Provide the Supplier with complete requirements or use only 673 CPTS/FMP SAO as the single point of contact for all support matters, unless otherwise authorized by the single point of contact. Provide Supplier with Receiver-unique requirements and MAJCOM supplements, as necessary.

c. SECURITY/HEALTH SERVICE.

SUPPLIER WILL: Allow the following procedures:

(1). Entry to JBER: 673 SFS will issue OCS staff a Defense Biometric Identification (DBIDS) card for up to one year to allow unhindered access to JBER. OCS will coordinate with the 673 SFS, Base Access section for entry to JBER. OCS will provide 673 SFS with a list of employees requiring access to JBER. Employee's information, at a minimum will include full names, state drivers license and last four of social security numbers. Information provided will be screened against the National Criminal Information Center (NCIC) as required by Air Force Policy for Installation Access Control. OCS will adhere to current JBER base access procedures.

**MEMORANDUM OF AGREEMENT BETWEEN JOINT BASE ELMENDORF-RICHARDSON, ALASKA
AND ALASKA DEPARTMENT OF CORRECTIONS**

(2). Immediate Protective Removal of Children From JBER:

(a). On-duty security forces must escort the OCS representative in a peacekeeping capacity in areas operated and maintained by the USAF, including family housing, but not including Anchorage or Mat-Su District Schools, located on JBER. For Anchorage or Mat-Su District Schools, the OCS representative will contact the security forces desk when security forces personnel are required for escort.

(b). When an allegedly abused or neglected child is admitted to 673rd Medical Group (673 MDG), OCS workers will be allowed access to the child and to pertinent records for purposes of their investigation and to assess the need for protective custody services.

(3). Agreement to Report and Share Information:

(a). During an investigation of alleged abuse or neglect:

(4). The JBER Family Advocacy office will:

(a). Notify OCS of any reports of child abuse or neglect, or if there is reason to believe that a child has suffered harm as the result of abuse or neglect.

(b). Share investigation reports or judicial proceedings with OCS in connection with child abuse or neglect investigations.

(c). Provide OCS with pertinent medical and other records and information relevant to the report being investigated.

(d). In case of child sexual abuse or severe physical abuse in which a criminal act may have occurred on or off base, notify the JBER Office of Special Investigation (OSI).

RECEIVER WILL:

(5). OCS will:

(a). Notify the JBER Family Advocacy office of any cases of suspected child abuse or neglect involving military members living both on and off base. (Alaska Statute 47.17.040(b)) Because 673 MDG services all military forces, child abuse or neglect which comes to the attention of OCS which involves active duty Air Force, Navy, Coast Guard, Marine Corps, and Army, will also be reported to the JBER Family Advocacy Office.

(b). Share information pertinent to the alleged abuse or neglect throughout the investigation process and report all findings and recommendations to the JBER Family Advocacy office upon completion of the investigation. (Alaska Statute 47.17.040(b))

(c). Contact the OSI prior to interviewing any children for alleged sexual abuse or severe physical abuse which reportedly occurred on JBER. (Alaska Statute 47.10.093(b)(6))

(d). Contact the OSI prior to interviewing children of military members, regardless of location. (Alaska Statute 47.17.040(b))

(e). When possible, conduct interviews jointly with JBER to avoid duplication of effort and to minimize negative family impact of the investigation.

**MEMORANDUM OF AGREEMENT BETWEEN JOINT BASE ELMENDORF-RICHARDSON, ALASKA
AND ALASKA DEPARTMENT OF CORRECTIONS**

(f). After an investigation of alleged abuse or neglect has concluded, the sharing of information between JBER and OCS will be limited to the following circumstances:

1. The exchange of information pursuant to properly executed releases of information or court order.

2. The provision of support services by JBER to children in the legal custody of OCS.

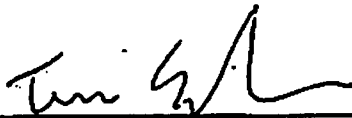
3. The reporting of new allegations of abuse or neglect.

4. OCS shall disclose appropriate information to OSI

5. **REVIEW AND REVISION CLAUSE:** This agreement will be reviewed as required, but will not exceed 3 years between reviews. Either party may initiate revisions when changing conditions or circumstances warrant.

6. **TERMINATION CLAUSE:** This agreement may be terminated at any time by mutual consent, or by written notification at least 90 days in advance to either party. *In accordance with DoDI 4000.19, this agreement shall expire no less than 9 years after the date of final approval signature.*

7. **EFFECTIVE CLAUSE:** This MOU is effective upon date of last signature.



TRAVIS ERICKSON M.S.
Children's Services Manager
Anchorage Regional Office

JUL 17 2011

(Date)



ROBERT D. EVANS
Col, USAF
Commander, Joint Base Elmendorf-Richardson

6 JAN 2012

(Date)



TIM BOLLES
Children's Services Manager
South Central Office

JUL 26 2011

(Date)



CRAIG J. CHRISTENSON
Col, USAF
Commander, 673 Medical Operations Squadron

JUL 7 2011

(Date)



THOMAS HARRELL
Col, USAF
Commander, 673 Medical Group

19 DEC 11

(Date)