

EAST LANSING POLICE DEPARTMENT

POLICY AND PROCEDURE

ORDER NUMBER: 42-20
SUBJECT: PAROLEE NOTIFICATION
EFFECTIVE DATE: 1-25-08
ANNUAL REVIEW DATE: 5/2020
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SUPERSEDES: 42-07, 42-08

CHIEF OF POLICE: _____

42.1 PURPOSE

To establish procedures for notifying the Department of Corrections when an arrest is made on a person who is a parolee under the jurisdiction of the Department of Corrections, or when a warrant is issued for the arrest of a person who is a parolee under the jurisdiction of the Department of Corrections. To comply with 1927 PA 175 section 1g and 1927 PA 175 section 15g.

42.2 PHYSICAL ARREST OF A PAROLEE

- A. When a person is arrested and taken into custody with or without a warrant, the arresting officer shall promptly contact the Dispatch Center and request a LEIN check on the person to determine if the person is a parolee under the jurisdiction of the Department of Corrections.
- B. When the person arrested is a parolee, the arresting officer shall promptly contact the Department of Corrections by telephone and provide the following information.
 - 1. The identity of the person arrested.
 - 2. The LEIN information provided a reason to believe the person arrested is a parolee under the jurisdiction of the Department of Corrections.
 - 3. The charge or charges for which the person was arrested.
- C. The arresting officer shall give prompt telephone notice to the Department of Corrections by one of the following methods.
 - 1. After 5:00pm or on weekends and holidays call the central toll-free telephone Number for the Department of Corrections that is in operation 24 hours a day. The number is 1-800-877-5664. You will receive a recorded voice mail message with several options to choose from. Choose option # 3 and you will be connected with a live person.

2. During normal business hours from 8:00am to 5:00pm contact a parole agent serving the county where the arrest occurred. The number is 517-334-8288.
 3. During normal business hours from 8:00am to 5:00pm contact the supervisor of the parole office serving the county where the arrest occurred. The number is 517-334-8288.
- D. The arresting officer shall also have the dispatcher send a LEIN message to the Department of Corrections notifying them that the parolee has been arrested and is in custody. The LEIN message shall include the charge or charges for which the person was arrested. The ORI number for the Department of Corrections is MI330015C.
- E. The arresting officer shall document the notification to the Department of Corrections in the original police report, or in a supplemental police report. The police report shall include the first and last name of the person contacted. The arresting officer shall place the LEIN paperwork with the police report.

EMPLOYEE	INITIAL	EMPLOYEE	INITIAL
Bassage, Ebani		McMath, Asheley	
Bennett, Katelynn		Meisling, Alex	
Benson, Yutaka		Menser, James	
Besford, Brooke		Meyer, Nathan	
Birchmeier, Brooke		Mitchell, Nicole	
Bond, Effie		Mommersteeg, Ben	
Bove, Travis		Monroe, Brittany	
Burkett, Cole		Morehead, Chelsea	
Burkhardt, Ritamarie		Moua, Ty	
Cassidy, Tyler		Nelson, Austin	
Connelly, Chad		Ojerio, Adrian	
Cortez, Jake		Park, Adam	
Cotton, Jason		Paul, Sudesna	
Culross, Jacey		Pride, Chad	
Davis, Lynne		Rohn, Jan	JMR
Didion, Jim		Roubos, Luke	
Evans, Eldon		Scallions, Wesley	
Ewing, Danette		Schwalm, Kristy	
Ferguson, Andy		Sexton, Scot	
Fuller, Tony		Shadduck, Chris	
George, Lucy		Shafer, Diane	
Gibbs, Kayla		Sherman, Kelsey	
Gonzalez, Steve		Shessia,	
Guthrie, Casey		Siemen, Evan	
Hamilton, Jeremy		Sperry, Traci	
Harrison, Katey		Spitz, Jeff	
Heffelfinger, Matt		Stafford, Shelby	
Horn, Jeff		Stemen, Chad	
Horst, Justan		Stephenson, Andy	
Iott, Konnor		Stoltzfus, Dave	
Johnston, Kelly		Striks, Rachel	
Joseph, Barb		Thomas, Jeff	
Kelley, Dean		Truax, Jeremy	
Khoury, Kristine		Vedder, Erich	
Klavenski, Scott		Viera, Jose	
Kole, Staci		Wachowski, Tom	
Kuhn, Ryan		Weidner, Paul	
Lerch, Matt		Whelan, Steve	
McBride, Ben		Woodruff, Jordon	
McGinn, Ken		Young, Jay	