



Non-LCC Public Safety Complaints Procedure– LCC Public Safety

Public Safety officers will investigate all federal, state, local criminal complaints and college rules and policy violations that are reported to the Public Safety Department.

The Public Safety Department does not investigate in any other context than the aforementioned investigative areas. Specifically, Public Safety does not investigate allegations for violations of: Title IX, American Disabilities Act, allegations of discrimination, fire or other facilities *code* compliance, or human resource employment matters that do not involve criminal or college policy violations.

When those complaints also fall under other institutional or compliance guidelines, the Officer-in-Charge of Reports, Investigations, the Watch Commander, or the Chief Public Safety Officer (or his designate), will refer the matter or the complainant to other administrative resources and reporting mechanisms, such as the specific department, investigator, policy owner, or Maxient reporting software.

Public Safety creates law enforcement records that are not subject to FERPA guidelines and that are routinely shared with law enforcement agencies that have a jurisdictional interest in the associated investigation. Public Safety may share information from its respective investigations with interested stakeholders when such information sharing does not compromise primary law enforcement or policy enforcement investigations by Public Safety or another law enforcement agency.

Public Safety may aid departments, agencies, and institutional agents or designees involved in investigating other regulated or compliance areas with resource support or when appropriate, with information from Public Safety recording, technical records and assets, or informational resources.

This support is provided so long as it is not exceptional to Public Safety's human, technical, or operational resources. See the following examples of support we will provide:

1. Human Resources requests an employee's card access activity records
2. Facilities, Management, and Planning requests information on a reported fire code violation
3. Information on a sexual assault is requested by Title IX investigators and does not compromise immediate law enforcement efforts.

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