

	SECTION:	OPERATIONS	OPR-285
	CHAPTER:	INVESTIGATIONS	
	DIRECTIVE:	INVESTIGATIVE TASK FORCES	

285.01 SUMMARY

Because illegal narcotics activity, including the use, sale, and distribution of illegal drugs, requires major investigative efforts and may involve multiple jurisdictions, the Grand Junction Police Department participates in a task force with the Drug Enforcement Administration and the Mesa County Sheriff's Office to enforce narcotics laws. In addition, the Police Department also staffs a separate Drug Task Force Unit assigned to the Investigations Section.

285.02 DEFINITIONS

DEA WESTERN COLORADO TASK FORCE - Combined operations of the DEA, Grand Junction Police Department's Investigations Section with the Mesa County Sheriff's Office Narcotics and Vice Unit for countywide and regional enforcement of narcotics laws.

PD DRUG TASK FORCE UNIT – A unit consisting of a Sergeant and Officers assigned to investigate the distribution of illegal narcotics and other Vice related criminal activity.

285.03 PURPOSE OF TASK FORCES

Both Task Force's main focus is the detection, investigation, apprehension, and prosecution of illegal narcotics activities and crimes

285.04 FORMATION OF TASK FORCE

The Chief of Police of the Grand Junction Police Department, S.A.C. of the DEA – Denver Office, and the Mesa County Sheriff will sign and comply with a memorandum of understanding with regard to the DEA Task Force.

285.05 OPERATION AND SUPERVISION OF GVDJTF

Both Task Forces operates out of an independent, offsite location. The DEA Task Force is under the administrative and operational supervision of a Drug Enforcement Administration. The PD Task force is under the administration and operational supervision of the Task Force Sergeant with administrative oversight provided by the Investigations Commander.

285.06 PROGRESS REPORTING

The PD Task Force Sergeant will submit a monthly report to the Operations Administrative Commander detailing the progress in achieving established goals and objectives.

285.07 INVESTIGATIONS CHECKING ACCOUNT

This section establishes the procedures for using the Investigations Checking Account. The account is a “demand draw” or “zero balance” account the City Finance Department has established at a local bank. The banks honors checks drawn against the account by transferring the necessary funds from the City’s operating account into the Investigations Checking Account.

285.07 PURPOSES OF INVESTIGATIONS CHECKING ACCOUNT

The Investigations Checking Account may only be used to:

- Fund individual undercover buys and other Drug Task force activities.
- Pay informants.
- Reimburse expenses incurred during extended investigations (such as, meals, fuel, and minor equipment).

285.08 CHECKWRITING PROCEDURES

PRIOR APPROVAL – All expenditures require the prior approval of the Operations Administrative Commander or the Task Force Sergeant. Expenditures in excess of \$5,000 also require the prior approval of the Chief of Police, or designee.

DOCUMENT – Write the receipt number or case number on the check stub to identify the purpose of the funds. This receipt number or case number should match the receipt number or case number from the Investigator’s monthly expense sheet.

REQUIRED SIGNATURES – The bank only honors checks with two authorized signatures. Authorized signers are:

- Chief of Police
- Operations Deputy Chief
- Services Deputy Chief
- Investigations Commander
- Services Administrative Commander
- Task Force Sergeant.

The Investigations Commander is responsible for updating the checking account signature cards.

**285.09 ACCOUNT
MANAGEMENT**

The PD Task Force Sergeant is directly responsible for management (including maintenance and security) of the Investigations Checking Account

MONTHLY REVIEW – Each month, the PD Task Force Sergeant will review the Investigator's monthly expense sheets and forward them to the Investigations Commander.

QUARTERLY RECONCILIATION – The Investigations Commander will review all Investigations, Checking Account transactions and reconcile the account quarterly. The Investigations Commander will prepare a quarterly report reconciling the checkbook against each Investigator's expense sheets and forward that report to the Operations Division Deputy Chief.

