



CITY OF MADISON POLICE DEPARTMENT STANDARD OPERATING PROCEDURE



Cold Case Review Team

Eff. Date 03/16/2016

Purpose

The Madison Police Department recognizes that some major crimes are not solved and become classified as a cold case. The Cold Case Review Team (CCRT) will review these cases and show our community the Department's capability and commitment to achieving justice for the victims and families. The team will re-examine the cases using a broad focus and a range of alternative techniques including any advances made in forensic capabilities since the initial investigation of the case.

Procedure

The CCRT will consist of members from the Department who have extensive experience in the investigation of these cases. The primary function of the team is to provide a review of the case to help further the investigation of an unsolved case.

Cases that the CCRT will review must meet one of the following criteria:

1. Any unsolved major case that is 6 months old or older.
2. Any case a lead detective requests a review.
3. Any case that District command staff requests a review.
4. Any case the Chief assigns to the team.

The type of case, solvability factors, and overall age of the case will set varying levels of priority in the case review process.

A review of a case will begin with the initial case detective providing an overview of the unsolved case to the CCRT. If there is no case detective, the team will appoint a lead detective. The remaining duration of the case review will consist of the team discussing the case and making recommendations on furthering the investigation. After this process has been completed the CCRT command staff will discuss the recommendations with the district/section command staff and decide the next steps for the investigation.

The CCRT is a part-time team similar to SWAT, SET, and Honor Guard teams of the Department. The team can meet up to the equivalent of 18 days a year as a regular workday, understanding that it is difficult to read reports for eight hours at one reading, so it can be done in smaller blocks of time. Team membership is in addition to their regular assignment. The team will consist of one captain, one detective lieutenant, case detective, three to four detectives, one investigator, and one CIS officer. The team could include staff from the DA's office, Crime Lab, etc. on a case-by-case need.

(Reviewed Only: 11/01/2016, 12/26/2017, 01/31/2020)