



PSYCHOLOGICAL SERVICES and REGIONAL PSYCHOLOGICAL SERVICES
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The Honorable Lisa Janzen
Fourth Judicial District
Hennepin County District Court

June 17, 2022

MEMORANDUM TO THE COURT
CONFIDENTIAL

Re: **Brittany Latesha Crutchfield**

DOB: **03/06/1988**

Court File #: **27-CR-21-19723, 27-CR-21-23456, 27-CR-22-2107, 27-CR-22-2766, and 27-CR-22-4639**

To the Honorable Lisa Janzen,

On 05/16/2021, the Psychological Services/Regional Psychological Services Office received an Order for an evaluation of the above-named defendant. Since receiving the referral, the assigned examiner has made numerous attempts to schedule an interview for the purposes of that evaluation. However, she has not been successful. Here is a summary of those efforts:

- 06/03/2022: At the time the referral was received, Ms. Crutchfield was located at the Hennepin County Jail. However, when an attempt was made to schedule her evaluation, it was discovered that she had been released on 05/26/2022.
- 06/03/2022: Called both numbers listed on the referral sheet. The first one rang to a shelter. Staff there said Ms. Crutchfield has not stayed there in several months. The second number rang busy multiple times. A voicemail was left for the defendant's attorney.
- 06/09/2022: An appointment letter was mailed to the address listed on file, with a request that Ms. Crutchfield call or email to confirm receipt. No response was ever received.
- 06/17/2022: The examiner waited 30 minutes for Ms. Crutchfield to present for the evaluation, but she did not show and never got in touch with the examiner.

Given that no contact could be made with Ms. Crutchfield and her current whereabouts are unknown, the examiner has been unable to complete the evaluation. Pursuant to office policy, the defendant is now going to be moved to a dormant case status. This means that our office, including the assigned examiner, will no longer make active efforts to locate and/or contact the defendant for the purposes of completing the evaluation. The defendant will remain on dormant status for a

three-month period of time. Should the defendant's whereabouts be ascertained and/or should the defendant be in contact with the Court or parties, our office respectfully requests that we be notified and provided with updated contact information. This can be sent to PsychServices-DormantReferralAnnouncements@mjbcourt.net. At that time, the case will be re-assigned to an examiner and treated as a new referral, to include a new timeline for report submission.

However, if after that three-month period the defendant is not located and/or in contact, our office will proceed with closing the case. This means that barring the receipt of updated contact information, this case will be closed on 09/16/2022. The defendant can certainly be re-referred if and when her whereabouts become known to the Court and parties. Thank you very much for your time and consideration in this matter, and please do not hesitate to contact our office with questions or concerns via (612) 348-3723 or email at 4thPsychServicesOrders@courts.state.mn.us.

Sincerely,

Psychological Services/Regional Psychological Services
On behalf of Dr. Brie Pileggi-Valleen

MINNESOTA
JUDICIAL
BRANCH