

Unit Orders 46-50

- **LCS Unit Order 46**

LANCASTER STATION

UNIT ORDER # 46

TRAINING ANNOUNCEMENTS & ATTENDANCE

PURPOSE:

The purpose of this unit order is to establish protocol regarding training notification and attendance. In addition, this unit order will also reinforce each employee's personal responsibility to read their Department e-mail each shift and attend their assigned training.

ORDER:

Effective immediately, training announcements will be distributed in the following manner:

Electronic Mail (E-mail) - Each employee will receive a notice in their Department Outlook e-mail, which will require them to click on "Accept" and send an "immediate response," indicating they were notified and will attend training. If you must "Decline"

to attend training, it will require a detailed reason i.e. vacation, other training scheduled, etc.

NOTE: "Employees who are authorized users of e-mail are responsible for reading their electronic mail in a timely manner, no less than once per workday, or notifying their supervisor they are unable to read e-mail." (MPP 3-07/210.10)

If you are unable to access your email account due to a system computer error, it is your responsibility to contact the system administrator to fix the problem.

Calendars - Employee calendars will also, in most cases, show the dates you are scheduled for training. There will be instances when training is scheduled late or changed, which requires you to check your e-mail notifications daily.

Attendance - Each employee is responsible for attending their assigned training, on time, in the proper attire, and at the assigned location.

- **LCS Unit Order 47**

LANCASTER STATION

UNIT ORDER # 47

PRISONER CELL EXTRACTION

PURPOSE:

The purpose of this order is to institute standardized procedures for dealing with incidents involving a recalcitrant arrestee/inmate refusing to exit his or her cell, and where a jail cell extraction may be necessary. The objectives of a cell extraction are to restore order and maintain the security of the facility, doing so with minimal risk to individuals involved.

ORDER:

Cell extractions are accomplished through directed force in situations where it becomes necessary to forcibly remove a station inmate from a cell after they have refused to do so voluntarily.

When encountering a recalcitrant arrestee/inmate who refuses to exit a cell, the watch commander and watch sergeant shall immediately be notified. They shall respond to the jail and attempt to gain compliance with the arrestee. The watch commander shall designate someone to begin videotaping the recalcitrant arrestee, including all attempts to gain his/her compliance. The arrestee shall be afforded every opportunity to comply and voluntarily exit the jail cell. If the recalcitrant arrestee refuses to willfully comply, the watch commander shall notify the Unit Commander for authorization. Mandated notification to the Unit Commander prior to initiating a cell extraction is waived in emergent instances involving imminent threat of injury, or death, to either the recalcitrant inmate or others in the area.

Cell extractions should be conducted only as the last resort, when all other efforts have failed and been fully documented. The need to forcibly remove an inmate from a cell must be carefully weighed against the dangers posed to both personnel and the inmate, and must be performed within the guidelines of applicable Department use of force policies.

Cell Extraction

A cell extraction should only be considered after:

- Repeated negotiations to gain the arrestee's cooperation have failed. All such attempts at negotiation should be documented on video tape.
- The use of chemical agents are determined to be impractical or have failed to gain the cooperation of the arrestee.

If force greater than chemical agents are required to compel an inmate to leave a cell, the incident shall be classified as a cell extraction. There are two categories of a cell extraction:

Emergency Extractions

The watch commander may authorize personnel to conduct an immediate extraction when the behavior of the arrestee constitutes an immediate and serious threat to their safety or the safety of others. Examples could include assaults on other inmates in the same cell or suicide attempts.

Nothing in this policy precludes personnel from entering any confined area to effect the rescue of an arrestee in the event of exigent or life-threatening circumstances. However, personnel must be able to clearly articulate these exigent or life-threatening circumstances and must ensure that sound tactics and officer safety techniques are utilized. The Watch Commander, upon completion of an Emergency Extraction, shall immediately report the incident to the Unit Commander.

Calculated Extractions

Calculated extractions occur in situations where an arrestee is in an area that can be isolated or controlled, does not involve an immediate threat to others or compromise station security. Calculated extractions may only be authorized by the Unit Commander or his/her designee.

The watch commander shall be notified of all situations where a calculated extraction might be necessary. The watch commander will immediately respond to the jail and make a determination if a cell extraction is warranted. After all efforts at soliciting voluntary compliance by the arrestee have been exhausted and fully documented, the watch commander will contact the Unit Commander and brief him or her regarding the situation. Only with the Unit Commander's approval shall a calculated cell extraction be initiated.

Most cell extraction incidents are categorized as "Calculated." All cell extractions are considered "directed force." Supervisors shall constantly evaluate the situation and may determine, at any point, that the situation can be resolved without the use of an extraction team and terminate the process.

Considerations

Prior to considering a cell extraction and/or movement of a recalcitrant arrestee, the following should be considered:

- Is the arrestee's behavior so egregious that a cell extraction and/or movement of the arrestee is necessary? Verbally abusive, loud or disruptive inmates do not always need to be moved based solely on their behavior.

- Is the arrestee's sobriety an issue and should additional time be allowed to allow them to sober up? Often, intoxicated individuals can become much more reasonable after they have been allowed to sober for a period of time.
- Can the arrestee remain in the cell without disrupting the operation of the jail or compromising security? Unless jail population, court orders or other factors necessitate a quick resolution to the problem, time is often a luxury supervisors have in addressing the situation.

Station Jailer's Responsibility

- When the station jailer, arresting deputy, or other employee determines that a recalcitrant arrestee must be moved within the station jail, the watch commander and watch sergeant shall be notified prior to any attempt to move the arrestee.

Watch Sergeant's Responsibility

- Once the watch sergeant is notified that a recalcitrant arrestee must be moved, the watch sergeant shall respond to the jail and assess the situation.
- The watch sergeant shall try to gain compliance from the arrestee.
- If the watch sergeant is unable to gain compliance from the arrestee, the watch sergeant shall notify the watch commander, who will respond to the jail and assess the situation.
- The watch sergeant is responsible for initiating a **Recalcitrant Inmate Log** documenting all attempts at gaining compliance from the arrestee. The log will list the date/time of any further contacts with the arrestee, as well as a narrative of actions taken, the names of employees present and whether the contact was videotaped or not. This log shall be typed and submitted with the Use-of-Force Package, if applicable (See attached copy).
- If a cell extraction is approved, the watch sergeant shall:

- Help formulate a tactical plan
- Ensure the arrestee's refusal to exit his cell and the entire cell extraction are videotaped
- Prepare a Use-of-Force Package
- If the watch commander is not available, the watch sergeant will assume the responsibilities of the watch commander.

Watch Commander Responsibility

- Upon being notified that a recalcitrant inmate needs to be moved within the station jail, the watch commander shall immediately respond and assess the situation.
- All attempts at soliciting the cooperation of the inmate shall be videotaped and logged in the **Recalcitrant Inmate Log**.
- The watch commander shall assess the nature of the extraction.
- If it is determined that circumstances justify an emergency extraction, the watch commander shall develop a tactical plan and execute the extraction. The Unit Commander shall be immediately notified once the extraction is completed.
- If circumstances do not justify an emergency extraction, the watch commander shall notify the Unit Commander or, in his/her absence, his/her designee. This notification shall be documented in the watch commander's Log.
- The watch commander shall review and approve the extraction and tactics plan and monitor the operation until it is concluded. Prior to completing the extraction, the watch commander should consider

conferring with Custody Division, North County Correctional Facility watch commander, regarding the availability of a cell extraction team.

- The watch commander will ensure that a complete investigation of any use of force is conducted, per policy. The watch commander will personally review and approve the Use of Force Package.
- The watch commander shall ensure that proper reporting procedures are followed with regards to any use of force.

Force Options

Supervisors should carefully weigh the various force options available to them as they develop their tactical plan. All Force policies will be in effect when action is taken, and should be considered when developing a plan (Refer to MP&P 5-09/430.00, "Use of Force Reporting and Review Procedures"). The following considerations are especially important:

- Make sure to match force options with the inmate's behavior. Per Department policy, force choices vary based on whether the inmate is being resistive or assaultive
- Safe and/or effective distance requirements for less-lethal tools such as the ARWEN and Stun Bag Shotgun may be difficult to attain in the jail and should be considered
- Inmate positioning should be considered when choosing a force option to deploy. For instance, inmates positioned on the top tier of a bunk could fall if struck by an impact weapon or Taser. Inmates concealing themselves behind mattresses or blankets may be unaffected by Taser deployment or OC spray
- Personnel tasked with deploying less-lethal force options should be trained in their use and, when applicable, current in certification for that specific tool

Tactical Considerations

- Emergency Medical personnel should be summoned and staged at the station prior to any cell extraction so they can provide quick medical aid to injured personnel and/or inmates
- If the inmate appears to be mentally impaired, a request for a Mental Evaluation Team response should be considered. These personnel are trained in dealing with mentally impaired individuals and may help to foster a resolution to the situation without the use of force

Communications

Because dealing with recalcitrant inmates may involve repeated contacts over an extended period of time, it is imperative that watch sergeants and watch commanders ensure that oncoming supervisors are fully briefed on issues surrounding recalcitrant inmates housed in the station jail.

- The watch commander shall ensure that any videotaped contacts with the arrestee are forwarded to the oncoming watch commander and that the oncoming supervisor is fully briefed on previous efforts to remedy the situation
- The watch sergeant shall ensure that the Recalcitrant Inmate Log is passed on to the oncoming watch sergeant and that the supervisor is fully briefed on previous efforts to remedy the situation

• LCS Unit Order 49

LANCASTER STATION

UNIT ORDER # 49

STATION PARKING LOT

Due to the number of units being fielded at Lancaster station, it has become necessary to designate areas in the station parking lot where all personal vehicles, patrol vehicles and CSO vehicles must be parked. This includes all TOP, LANCAP, GET, OSS, School deputies, burglary team deputies and detectives.

The first three rows east of the garage building have been designed for black & white vehicles, undercover vehicles and CSO vehicles, except for the marked handicap spaces.

The first fourteen spaces at the south end of row #1, closest to the garage, are to be used for shift change parking only. This designated area will be marked with a double white line. The remainder of this row is reserved for vehicles needing repairs or scheduled maintenance designated by a solid red line.

All other black & white vehicles, undercover vehicles and CSO vehicles shall be parked in rows #2 and #3. These rows will be marked with a double yellow line. The watch commander and field sergeant vehicles will continue to park in their designated spaces. **The parking of vehicles along the red curbs during shift change is prohibited.**

Since all patrol vehicles and other county vehicles must be available for emergency responses, personal gear shall not be stored in them. Steering wheel locks or other similar devices shall not be placed on any county vehicle without prior unit commander approval. If approved, a key for the locking device must be tagged and placed in the watch commander's safe.

With the number of personnel now assigned to the station, only one space for personal vehicles is allowed. Personal vehicles, needing more than one space, shall park north of the helipad. With prior unit commander approval, designated personnel will be allowed to park their assigned county assigned vehicle, north of the helipad.

Personally assigned and administrative parking spaces are for personal vehicles only, and shall only be used by authorized personnel. No vehicles, whether personal or county, shall be parked along the walls or curbs in the administrative parking lot.

- **LCS Unit Order 50**

LANCASTER STATION

UNIT ORDER # 50

ANKLE CHAINS

PURPOSE:

The purpose of this unit order is to establish safety and control of suspects between the station jail and hospital facilities.

ORDER:

All violent/hostile prisoners, or prisoners suspected of feigning an injury or illness for the purpose of a possible escape, who are being transported from Lancaster Station to a hospital facility shall be ankle chained when practical. Deputy personnel making the transport shall use the ankle / leg chains assigned to the jail.

Any deputy who arrests or transports any suspect and/or patient, in the field who displays hostility or violence toward department personnel, shall apply and use ankle leg chains on the suspect and/or patient prior to transport to a hospital facility.

Any suspect who displays intent to damage the inside of a radio car (i.e. windows, etc.) should be restrained with a Ripp Hobble device by attaching the hobble to the ankle chain. A "hobbled" person may be transported via radio car. They shall be seated upright in the rear seat of the radio car and secured by a seat belt. The long lead of the Ripp Hobble will be placed outside of the rear door. The rear door shall be closed and the long lead will then be placed in the adjacent front door of the radio car, leaving the lead's clip end on the front floorboard. The front door can then be closed, thus preventing the long lead from becoming entangled in the rear tire of the radio car.

Use of Force Reporting and Review Procedures:

The application of the Ripp Hobble device on an unresisting person, absent any other factors which constitute reportable force, shall not constitute reportable force. Refer to section [3-10/100.00](#) of the Departments manual of policy and procedures.

Ankle / leg chains shall be supplied by field supervisors (Unit 110S or Unit 113S). Unit 110S will have two chains, and Unit 113S will have one chain assigned to his/her vehicle for use. The Lancaster Station jail shall also have three ankle chains on hand at any given time.
