

3-16-040 Emergency Response Team(s) Activation and Response

PURPOSE OF ORDER:

The purpose of this order is to establish procedures for the activation and deployment of the Emergency Response Team(s) (ERT) in response to a disturbance affecting the Twin Towers Correctional Facility (TTCF).

SCOPE OF ORDER:

This order shall apply to all personnel assigned to and/or working in any capacity at TTCF.

ORDER:

Primary Objectives

Primary objectives in the event of a disturbance or riot are:

- Ensure the safety of deputy and non-sworn personnel,
- Regain control and maintain order,
- Protect the non-involved inmate population,
- Identification and prosecution of involved inmates (especially leaders).

Timely activation of ERT(s) and staging them in the affected sector is paramount. Compliance may then be obtained through negotiation, if reasonable safety for Department members and inmates can be established. During all spontaneous disturbances or any planned disturbance where escalation is evident through acts of violence and vandalism, a tactical deployment shall be initiated immediately.

In the event of a response outside of the TTCF building, only sworn personnel shall be deployed as part of the ERT. All personnel deploying outside of TTCF shall be equipped with the appropriate field responses gear, as indicated by the supervisor or incident commander.

Course of Action

Upon observing a disturbance or altercation, custody personnel shall report the incident and location to Facility Control immediately. Depending on the severity of the disturbance, the Facility Control supervising line may activate an ERT and direct them to a staging area, pending deployment. The Facility Control bonus deputy shall determine a safe and expeditious response route for activated ERT members to follow based upon areas affected by the disturbance, location of inmates, and fire or power shortage probability. An ERT response via elevator is preferred, but emergency stairwells may be used when needed. The stairwell number must be designated when the ERT activates so floor staff can stand by and unlock the stairwell doors as needed for responding ERT members.

The Facility Control supervising line shall immediately notify the watch commander of the ERT activation.

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Facility Control shall activate an ERT by:

- Sounding an alert tone via base radio,
 - Broadcasting information regarding what has occurred, location of occurrence, number of inmates involved, and which ERT(s) are needed
- o Example of broadcast: [Alert Tone] “415 inmates only, Module 132-B, 15 inmates involved, no weapons at this time. Tower 1 ERT respond via elevator. All Tower I modules lock down.”
- Designate the response as either elevator or stairs with designated stairway number,
 - Designate a staging area,
 - Lockdown the tower that the ERT is responding from. Refer to TTCF Unit Order #3-13-050, “Lockdowns.”

The selected ERT members should listen for specific instructions as to which equipment should be donned. If ERT equipment is requested, personnel shall respond to their designated officer stations and don their ERT equipment. ERT equipment consists of the following items:

- Helmet,
- Vest,
- Elbow pads,
- Knee pads,
- Riot baton,
- Gas mask.

When an announcement is heard over the public address (PA) system for sworn line personnel to respond to Facility Control in full field response gear, each deputy is required to be equipped with the following:

- Service firearm and holster,
- Complete sam/sally browne,
- Helmet with face shield,
- Sidehandle baton,
- Protective vest,
- Gas mask,
- Flashlight.

If fire gear is requested, personnel shall respond to their designated officer stations and don their fire gear which consists of:

- Full turn-out gear,
- Air pack.

These items are provided and shall be worn at all times, unless directed otherwise by a team leader or above. Once fully equipped, the ERT members shall assemble in the designated staging area with their team leader (minimum rank of sergeant).

An ERT ordinance cart is kept in each tower armory. Facility Control shall ensure an ERT ordinance cart is taken to the staging area to link with the ERT.

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NOTE: The armory keys shall not be taken to the affected area. They shall immediately be returned to their respective control booth upon completion of their use. Refer to TTCF Unit Order #3-07-030, Armory/Safety Equipment.

The team leader shall assess the situation, decide on an appropriate tactical plan and confer with the watch commander on deployment of the team.

Authorization to obtain special weapons from the ERT cart shall be at the discretion of the watch commander.

Identification of Personnel

- In an effort to protect TTCF staff against doxing (the gathering of an individual's personally identifying information and disclosing or posting it publicly, usually for malicious purposes), Department personnel have been authorized to use unique identifying information in lieu of the Department member's name tag. This alternative method of identification, substituting badge numbers instead of name tags, is only to be used during emergencies or unusual occurrences, including but not limited to, civil unrest, protests, major disasters, and large-scale criminal activity (i.e. "flash mob").
- The TTCF Training Units shall be responsible for ensuring white adhesive numbers are used for the purposes of displaying the employees' badge numbers on the front and back of their Department-issued duty helmets in a clearly visible manner. All personnel who respond outside the facility shall be responsible for affixing numbers to their helmets prior to deployments. The numbers shall be one-inch tall and bright white in color.
- Only disposable, black, adhesive rectangular strips shall be used for the purpose of covering name tags on outerwear (uniforms, outer vests, jackets) visible during field responses. If Class A uniform is worn, nameplates should be removed.
- Name tags shall not be covered, or nameplates removed, while working inside the facility or while interacting with the public during routine duties.

Outside the Facility Responses

The incident commander will be rotated among the Basin facilities and assigned based upon shift:

- AM shift (0600 - 1400 hours) – IRC
- PM shift (1400 - 2200 hours) – MCJ
- EM shift (2200 – 0600 hours) – TTCF

In the event the assigned facility watch commander is unable to respond due to an emergency within their respective facility, the facility from the proceeding shift will provide their on-duty watch commander to assume the role until properly relieved.

The TTCF will be required to provide one ERT to any emergency or unusual occurrences (civil unrest, protests, major disasters, and large scale criminal activity) threatening the security of the Basin facilities. Absent exigent circumstances, the incident commander shall have discretion to request additional ERTs.

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The Incident Commander or designee is responsible for contacting the South Court Services Transportation (CST) watch commander ([213] 893-4563) and requesting the deployment of a CST bus onto Bauchet Street, if needed.

Coordination shall be made for the use of the yellow crowd control coil barriers by responding ERTs. The coils shall not be placed prior to the arrival of the ERT on scene. Once deployed, the coil barriers should not be left unattended. The coils are stored in the secured cage, located in the two-story Internal Services Department (ISD) parking structure on Bauchet Street, in the lower level. The location is secured by a combination lock and accessible through a combination code provided by the watch sergeant.

In the event access to Bauchet Street is restricted to all vehicular traffic, an alternative point of entry/exit has been established for all Department employees. Employees can enter/exit through the Metro Division 13 access road off Bauchet Street, or the locked unmanned gate located at the Keller Street/Ramirez Street intersection. If the incident commander determines access to the gate is needed, the TTCF George unit will be requested to respond to unlock the gate (gate code provided by the watch sergeant). Once the gate is open, deputies shall remain there to provide security and prevent unauthorized access into the Metropolitan Transportation Authority (MTA) lot.
