

SANTA ANA POLICE DEPARTMENT

DAVID VALENTIN · CHIEF OF POLICE

TRAINING BULLETIN

"Education promotes professional and responsive law enforcement"

Jail Emergency Response Procedures

Purpose

The purpose of this training bulletin is to establish procedures for responding to emergencies at the Santa Ana Jail.

Introduction

It is the policy of the Santa Ana Jail to safely and effectively respond to emergencies inside the jail facility. Whenever possible, emergencies will be contained and handled by available jail staff. However, due to the nature of some emergency situations, sworn personnel may be needed to supplement or assist jail staff. In those instances, a prearranged response procedure will insure a quick and appropriate response.

Procedures

Sworn personnel responding to a jail emergency will secure all firearms and weapons in a secure location outside the facility before entering. Only under extreme emergencies and with the explicit approval of a jail administrator or manager, will sworn officers be permitted to possess firearms inside the jail facility. However, sworn officers may carry OC, Tasers and batons inside the jail during an emergency response.

(Jail Policy & Procedure Manual, Sections 05.11 to 05.22)

Sworn personnel may be required to respond to any of the following jail emergency situations. *(If sworn personnel are asked to respond for any of these incidents, a Sergeant or above shall also be sent to assist):*

1. Armed Inmate
2. Bomb threat
3. Earthquake
4. Escape
5. Fire
6. Hostage Situation
7. Power Failure

8. Riot
9. Facility Evacuations
10. Chemical Spills

In response to any of the above situations, the detention supervisor, manager, or jail administrator may advise one of the following alerts:

I. Alert One (Situation is Confined, Contained and Controlled in a Single Area)

- A. Affected area is locked down or inmates are moved to another area.
- B. Resume normal activities if not directly involved.
- C. Search and Escort Officers respond to assist.

II. Alert Two (Situation is Contained or Confined to a Single Area but is not Fully Controlled)

- A. Affected area is immediately locked down.
- B. Restrict inmate movement in affected areas.
- C. Limit radio transmission to emergency traffic only.
- D. Search and Escort Officers and available floor assignment officers respond to assist.
- E. Notify Jail Administrator or Jail Managers of situation.

III. Alert Three (Situation Is Not Contained or Confined to a Single Area or is Out of Control)

- A. Immediate full facilities lock down.
- B. Notify Jail Management of situation.
- C. All available custodial staff responds immediately.
- D. Emergency staff and inmate movement only.
- E. Advise police dispatch to notify sworn officers that all bookings are being suspended until situation is contained. Anyone arrested during this time may be booked at the Orange County Jail.
- F. Limit radio transmission to emergency traffic only.

IV. Armed Inmate (Jail Policy & Procedures)

In the event an inmate arms him/herself with a dangerous weapon, threatens the safety of any person, refuses to comply with detention personnel's legal commands, and detention personnel cannot safely control the inmate, the detention supervisor shall contact the watch commander and request the assistance of the appropriate personnel.

If it is determined that immediate assistance from patrol personnel is required, assigned sworn officers will respond to the outside jail sally port or to the inside north jail entrance located on the first floor of the police building next to the CDC for escort to the incident command post, unless otherwise directed by the watch commander. The detention supervisor will brief responding officers with a status report and pertinent information. The detention supervisor will act as the incident commander and coordinate the plan of action with the emergency response personnel.

Additionally, The watch commander will notify the SWAT commander who will determine if SWAT is required. If SWAT responds, the SWAT commander shall maintain command of the SWAT team and will coordinate with the on-scene detention commander. The jail administrator or manager will always remain in control of the facility.

A. Bomb Threat (Jail Policy and Procedures 05.17)

If a suspicious device or bomb is located within the jail facility, the detention supervisor will notify the watch commander. The watch commander will coordinate the appropriate response.

Requested units should respond to the outside jail sally port, unless otherwise advised, where jail staff will guide them to the location of the incident. Jail staff will provide the response team with information/assistance, including blueprints (available in the control room) of the facility.

B. Earthquake (Jail Policy and Procedures 05.16)

An earthquake may create a situation at the jail requiring an outside perimeter of sworn personnel. If a perimeter is necessary, a detention supervisor will contact the watch commander, who will coordinate the appropriate response.

C. Escape (Jail Policy and Procedures 05.22)

If an escape is suspected, the Patrol Watch Commander shall be notified immediately and jail staff will begin and complete a thorough search of the jail's interior. The Patrol Watch Commander shall request patrol units to conduct an exterior perimeter search.

D. Hostage Situation (Jail Policy and Procedures 05.21)

In the event of a hostage situation, a detention supervisor will contact the watch commander and request the assistance of the appropriate emergency response personnel. The jail administrator, or his designee, will provide response personnel with all pertinent/requested information, including facility blue prints (available in the control room) and a phone/radio for communication with the inmate(s) involved.

If it is determined that immediate assistance from patrol personnel is required, all sworn officers will respond to the outside jail sally port or to the inside north jail entrance located on the first floor of the police building next to the CDC. Detention personnel will escort officers to the incident command post unless otherwise directed by the watch commander. The detention supervisor will brief responding officers with a status report and pertinent information. The detention supervisor will act as the incident commander and coordinate the plan of action with the emergency response personnel.

Additionally, The watch commander will notify the SWAT commander who will determine if SWAT is required. If SWAT responds, the SWAT commander shall maintain command of the SWAT team and will coordinate with the on-scene detention commander. The jail administrator or manager will always remain in control of the facility.

E. Power Failure (Jail Policy and Procedures 05.15)

In the case of a power failure, a detention supervisor will contact the watch commander and request the following, if necessary: sworn personnel and lighting for an outside perimeter, and a sworn officer to standby at the police building/jail entrance to monitor authorized entry/exit.

F. Unusual Incident/Disturbance (Jail Policy and Procedures 05.19)

If an incident occurs in the jail and immediate assistance is required, a detention manager or supervisor shall contact the watch commander who shall determine if sworn personnel should respond. Additionally, the watch commander will contact the SWAT commander who will make a determination if SWAT is needed. If SWAT responds, the SWAT commander shall maintain command of the SWAT response team and will coordinate with the on-scene detention commander. The jail administrator or manager will always remain in control of the facility.

Sworn officers will respond to the outside jail sally port or to the inside north jail entrance located on the first floor of the police building next to the CDC. Officers will be escorted by jail staff to the location of the incident. The detention supervisor will brief responding officers with a status report and pertinent information. The detention supervisor will act as the incident commander and coordinate the plan of action with the emergency response personnel. The sworn supervisor on the scene shall maintain command of the patrol response team.

G. Facility Evacuation (Jail Policy and Procedures 05.12)

Some jail emergencies may require either a partial or full-scale evacuation of the facility. In the event of a full-scale evacuation, a detention supervisor or manager will contact the watch

commander and request a patrol officer perimeter of the jail and someone to physically lock the vehicle entry gates. In an extreme emergency, inmates may be evacuated to the Orange County Jail vehicle sally port, via the Santa Ana Jail transfer tunnel. In that case, patrol officers would be requested for a perimeter at OCJ.

Summary

It is the policy of the Santa Ana Jail to contain and handle any jail emergency with available jail staff members. In the event that the assistance of sworn officers is needed, jail supervisors will make the request through the watch commander, who will then coordinate the appropriate response. Jail staff members will supervise all situations with the exception of actions of the SWAT team.

Acknowledgment: This training bulletin was originally prepared by Sgt. L. Coleman # 1694, updated by SDO Bart Grant and is based on approved Santa Ana Jail policy and procedures.

Revised by: Lt. John Gabelman

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