



POLICY & PROCEDURE

PORTAGE POLICE DEPARTMENT

SUBJECT: **ERT CALL UP PROCEDURE**

SCOPE: All Department Personnel
DISTRIBUTION: Policy & Procedure Manual

REFERENCE:

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 RESCINDS
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STANDARDS: 13.1.2

PURPOSE: The purpose of this Policy & Procedure is to establish the call up procedure for activation of the Columbia County ERT Team by the Portage Police Department.

This Policy & Procedure consists of the following numbered sections:

- I. ERT RESPONSE TO INCIDENTS/SITUATIONS
- II. ACTIVATION PROCEDURE
- III. MUTUAL AID
- IV. SELECTION OF SWAT MEMBERS

I. ERT RESPONSE TO INCIDENTS/SITUATIONS

A. High Risk Incidents

1. The ERT may be requested for critical incidents, such as hostage rescue or barricaded suspect. A supervisor may request ERT when all of the following criteria are met subject to activation procedure:
 - a) The suspect(s) is probably armed.
 - b) The suspect(s) is believed to have been involved in a criminal act or is a significant threat to the lives and safety of citizens and/or police.

- c) The suspect(s) is in a position of advantage, affording cover and concealment; or is contained in an open area and the presence or approach of police officers could precipitate an adverse reaction by the suspect.
- d) The suspect has refused to submit to an arrest, or has not responded to attempts at communication by the police.

B. High Risk Warrants

1. ERT will serve those warrants classified as high risk. Request for warrant service will be made to the shift supervisor. High risk warrants are those in which there is no practical way the suspect can be arrested outside the location, and one or more of the following criteria are met:
2. The location is barricaded or fortified and entry to the location is beyond the normal capability of investigation or patrol units.
3. There is reason to believe the suspect(s) is (are) armed and will use the weapon against law enforcement officers.
4. The suspect(s) background reveals a propensity toward violence; or the suspect(s) is (are) affiliated with a gang which has a propensity toward violence.

II. ACTIVATION PROCEDURE

- A. The Chief of Police or designee shall be notified of an existing situation exceeding the skills and tools of normal patrol officers. Approval to make the request to the Columbia County Sheriff's Office for ERT will be the decision of the Chief or designee if time permits.
- B. In the event of a critical emergency and providing neither the Chief nor designee are able to be contacted, the shift supervisor shall make the decision whether or not to request ERT. In the event ERT is activated, the Chief and other Command Staff will be notified as soon as possible.
- C. Once the request for ERT is approved by the Chief or designee, the shift supervisor will contact Columbia County Sheriff's Department Dispatch requesting ERT response to assist the Portage Police Department. The Columbia County Sheriff's Department will follow their protocol for activating ERT and contacting their members to respond if approved.
- D. The responsibilities of operational personnel prior to the arrival of ERT include:
 1. Establish perimeter
 2. Maintain radio communications for all units
 3. Maintain visual on target
 4. Consider staging area for resources such as EMS and additional units

- E. Coordination between ERT and other operational units is the responsibility of the OIC/shift supervisor as outlined in Section II Activation Procedure, B.

III. MUTUAL AID

- A. The department may have members appointed to be a part of the Columbia County Sheriff's Office ERT. During activations of ERT department members will be considered to be operating under mutual aid.

Upon any department members being called out to assist ERT, the on duty supervisor, chief, and designee shall be notified.

Portage Police Department officers who are assigned to assist ERT as members or just as officers during a critical situation will be under the direction of the ERT Commander.

Nothing in this section denies the Chief or designee ultimate supervision and control of members of Portage Police Department. Portage police officers assigned to ERT may be canceled from call up or recalled to active duty with Portage PD at any time by order of the chief or designee.

IV. SELECTION OF SWAT MEMBERS

- A. Selection to be a member on the Columbia County Sheriff's Office ERT will be determined by Columbia County Sheriff's Office. In the event the Columbia County Sheriff's Office chooses its ERT members multi-jurisdictionally, the Chief will post a notice seeking letters of interest from officers. The following criteria will be considered when the selection is made.

1. Number of years of law enforcement/military experience.
2. Training and education.
3. Department evaluations.
4. Oral interview with department administration.
5. Attendance, Fitness, Work Ethic

- B. The Chief of Police will make a recommendation and forward the name(s) of the officer(s) to the Sheriff. The Columbia County ERT will conduct their own review of the officer(s). Final approval of appointment will rest with the Sheriff.

Portage officers appointed to ERT will complete a basic SWAT officers course within a reasonable time frame after appointment.

- C. ERT will set standards for team members such as for decision making, shooting skills, physical fitness and attitude. The Chief or Sheriff may remove or suspend any Portage Police Officer from the team.

Keith J. Klafke
Chief of Police

This Policy & Procedure cancels and supersedes any and all written directives relative to the subject matter contained herein.

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