

METRO

CRITICAL RESPONSE

AND

RESCUE TEAM



Administrative Manual

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Statement of Purpose

The role of law enforcement in all cases, including riotous activity, insurrection, barricaded subjects, execution of narcotics warrants, arrest of dangerous felons and the rescue of hostages or endangered persons, is the protection of lives and property. In the pursuit of this goal the Metro Critical Response and Rescue Team was established in December of 1990.

The Metro CRRT is a team of specially trained police officers from participating political subdivisions, which will respond to any incident where special weapons and tactics are needed within the member jurisdictions.

The unit consists of highly trained personnel with specific skills in the areas of marksmanship, tactical response and containment, deployment of chemical munitions and hostage negotiations. The Metro CRRT is under the direct supervision of a unit Commander and Assistant Commanders with governing authority derived through the Metro Board of Directors.

The purpose and intent of the Metro CRRT is to serve as a specialized, flexible and mobile unit, activated to assist member departments in the containment, de-escalation and ultimate control of all situations beyond the capabilities of today's police officer.

Metro CRRT Mutual Aid Resolution

Resolution authorizing the _____ police to provide police protection to any county, municipal corporation, or township of this state or an adjoining state and to provide complex investigation assistance whenever necessary upon proper authorization.

WHEREAS, it may be necessary from time to time, in the interest of public safety, for the _____ police department to provide police protection to other governmental entities in the State of Ohio and in adjoining states: and

WHEREAS, Section 505.431 of the Ohio Revised Code provides for the rendering of police protection to other governmental entities without an individual contract for the public protection: and

WHEREAS, it may be necessary from time to time to assist in complex investigations in cooperation with state, federal and local agencies in the enforcement of the laws and the performance of police duties: and

WHEREAS, it is in the best interest of the _____ to cooperate with other governmental entities for the mutual security of all residents and to complete, in an effective and efficient manner, complex criminal investigations with cross-jurisdictional boundaries.

NOW, THEREFORE, BE IT RESOLVED by the _____ of the _____, County of Summit, State of Ohio.

SECTION (1)

That this _____ hereby approves the providing of police protection to any county, municipal corporation, or township of this state or an adjoining state and to provide complex investigation assistance whenever necessary upon proper authorization.

SECTION (2)

That police protection and assistance shall be extended only upon authorization of the Chief of Police, or other officer acting with the authority of the Chief of Police, as provided by the Rules promulgated by the _____ taking into account the following considerations:

A. That such police protection may be extended in times of emergency or disaster only so far as is consistent with the proper protection of the _____.

B. That the availability of police equipment and personnel shall be subject to priority of use within the _____.

SECTION (3)

That it is found and determined that all formal actions of the _____ concerning and relating to the adoption of this Resolution were adopted in an open meeting of this _____, and that all deliberations of this _____ that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION (4)

That this Resolution is hereby declared to be conducive to the health, safety and welfare of the citizens of the _____ in that it is necessary in order to accomplish the purposes set forth herein. For that reason, provided this Resolution shall receive the affirmative vote of two-thirds of the _____, it shall take effect immediately upon its passage.

Membership and Participation Agreement

This agreement entered into between any police agency and the "Critical Response and Rescue Team."

Definition of CRRT: A team of specially trained police officers from participating political subdivisions which will respond to any incident where special weapons or tactics are needed to contain an incident or rescue people that have been taken hostage within the member jurisdictions.

WHEREAS, the political subdivision which is a party to this agreement is desirous of obtaining additional police protection for the citizens of the several political subdivisions by making the most efficient use possible of the Metro Critical Response and Rescue Team of several political subdivisions pursuant to Section 505.43 and 737.041 of the Ohio Revised Code.

NOW, THEREFORE, BE IT AGREED among the parties hereto as follows:

1. Each participating political subdivision agrees to furnish to any other participating subdivision such police manpower and/or equipment as is requested. The participating agency of which a request for assistance has been made will respond to the extent that such manpower is available, always bearing in mind that their first concern must be with the safety and security of their home jurisdiction.
2. The execution of this agreement by any political subdivision shall not give rise to any liability or responsibility for failure to respond to any request for assistance made in pursuance of this agreement.
3. No charge shall be made to any political subdivision entering into this contact for services rendered by any other political subdivision under the provisions of this agreement.
4. There shall be no reimbursement for loss or damage to equipment, nor shall there be any reimbursement for any indemnity award or premium contribution assessed against the employing subdivision for Worker's Compensation benefits arising by reason of injury or death to a member of the police department of said political subdivision while engaged in rendering services under this agreement.
5. Each party to this agreement agrees to hold harmless each other party of this agreement in the event of liability for bodily injury including wrongful death and/or property damage, caused by negligence or intentional acts of any of the parties, their agents, assigns, officers, employees, or any other persons acting on their behalf as a result of requesting aid or responding to such a request made pursuant to the provisions of this agreement.

6. That this agreement shall remain in effect even if any participating agency should, at a later date decide to drop out, giving a 60 day prior written notice indicating its intention to terminate same. The written notice shall be addressed to the Chairman of the Executive Board, and the 60-day notice shall begin with receipt by the Chairman.
7. Any political subdivision and/or political subdivision in Summit or surrounding counties may be added to this agreement by signing the addendum and meeting the requirements of the CRRT membership agreement, along with legislation approved by the political subdivision, and be accepted by the CRRT Board of Directors.
8. Every participating political subdivision shall have a resolution passed by either a council or township trustee authorizing them to enter into this agreement. The agreement must be signed by the proper authority within the political subdivision.
9. The procedure for requesting aid shall be in accordance with the following:
 - a) That any requests for assistance must be made by the highest ranking officer on duty at the time of the need for special weapons and tactics to contain an incident or rescue people that have been taken hostage.
 - b) The highest ranking on duty officer of the assisting agency(s) will have the authority to authorize his agency's team members to report to the requesting agency's call for assistance.
 - c) Those officers responding to the jurisdiction requesting assistance shall report to the police department for briefing and assignment by the ranking officer of the CRRT.
 - d) The highest-ranking on-duty officer of the jurisdiction requesting assistance from the CRRT unit will be the officer in charge. The team commander will be in charge of the team unit and will derive his authority and responsibilities from the officer in charge.

IN WITNESS WHEREOF, the parties have executed on this agreement or the attached addendum.

CRRT Administrative Structure

The Metro Critical Response and Rescue Team is a multi-jurisdictional tactical unit consisting of member agencies within Summit and Portage Counties. Each agency has a departmental representative that collectively constitutes the "Board of Directors". As a representative from one department you are allotted one vote in the decision making process of CRRT matters. The CRRT Board of Directors is directed by an Executive Board consisting of a President, Vice-President and Second Vice-President. Elections of Executive Board Members are completed on an annual basis. Representatives may be the Chief of Police or his designate.

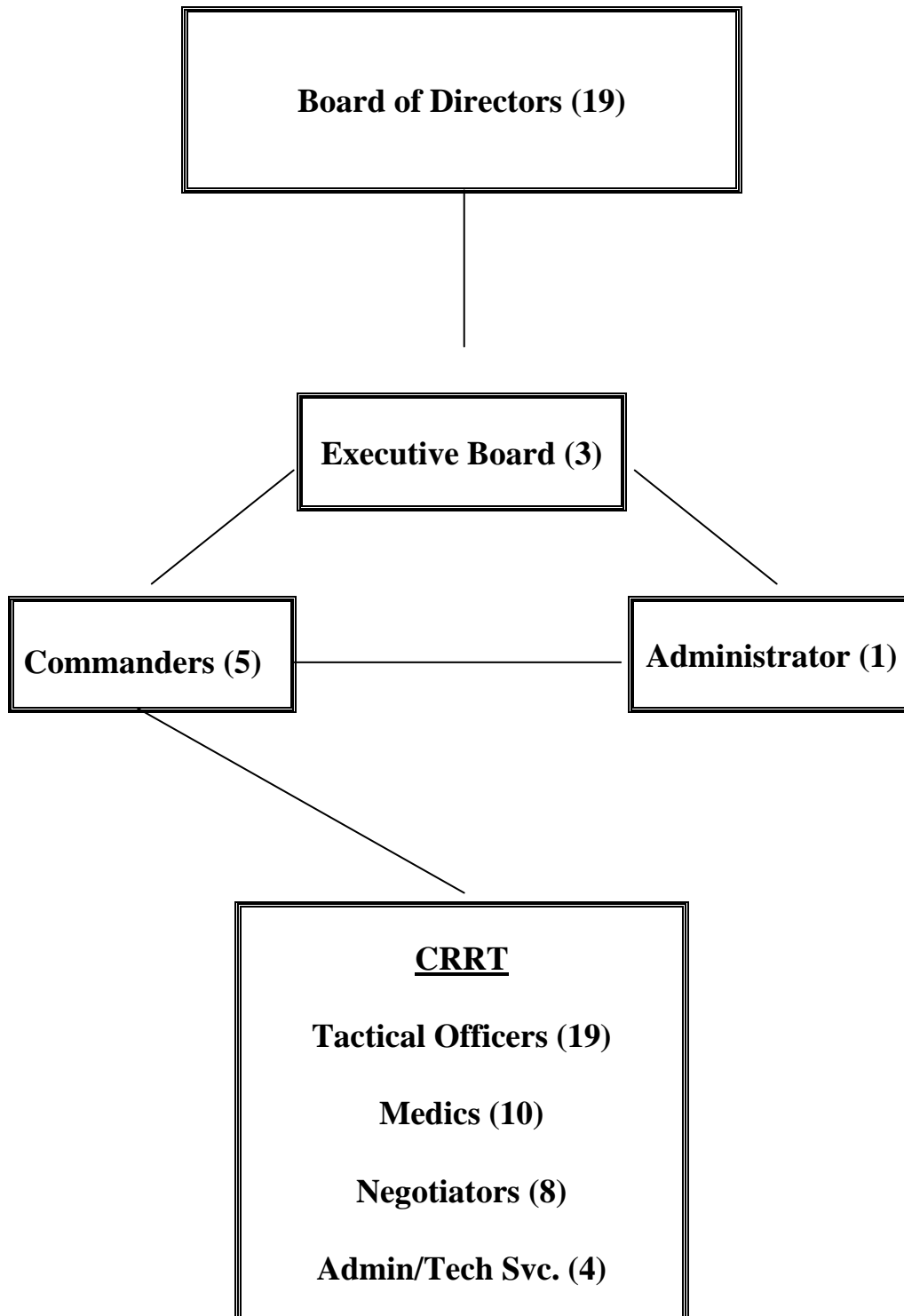
The Metro Board of Directors currently meets quarterly in January, April, July and October. These meetings are held to discuss training updates, call-out briefings and equipment needs.

Executive Board meetings may be held at any time based upon need

A. MEMBER DEPARTMENTS.

Bath Township
Brimfield Township
Copley Township
Fairlawn
Franklin Township
Hudson
Kent
Kent State University
Macedonia
Mogadore
Munroe Falls
Norton
Ravenna
Sagamore Hills
Silver Lake
Springfield Township
Stow
Streetsboro
Twinsburg

METRO CRRT TABLE OF ORGANIZATION



CRRT Call Out Procedure

It is the philosophy of the Metro Critical Response and Rescue Team that any member department that faces a crisis or planned operation that requires additional manpower and/or equipment may employ the use of the team.

If the CRRT unit is desired, the highest-ranking officer on scene will place the request. Contact will then be made with Fairlawn Police Department at 330-666-8871 who will complete an All-Page and summon the CRRT unit. If for any reason contact with Fairlawn Police Department could not be made, the request should be made with Hudson Police Department at 330-342-1800.

Once the All-Page is dispatched, team members will respond to the requesting agency's department building or other designated location. Once there, a pre-deployment briefing will be held and the team will then be escorted to the scene of the incident.

If the unit is needed for a planned operation, contact should be made through the team commander. See Special Operations Functions section.

Membership Procedure

If an agency desires membership in the Metro Critical Response and Rescue Team, notification to the Board of Directors should be made. In addition, the elected officials in that jurisdiction shall enter into the Membership Agreement as well as adopt the Mutual Aid Resolution.

It is important that agencies accept the current financial structure of the unit and understand that membership is based on available tactical personnel from each department rather than financial contributions alone.

The acceptance of out of county agencies will be dependent upon reasonable response times to that area.

The requesting agency shall then petition the Metro Board of Directors for acceptance.

CRRT Financial Structure

The current financial structure of the Metro Critical Response and Rescue Team requires each community to subsidize, in part, the annual budget. The formula through which each member department is assessed is based upon population percentage. The formula will specify the percentage of total population represented by each department and respectively the percentage of CRRT budget required of each department. The formula breakdown is as follows:

- TOTAL POPULATION - Total population of all member communities.
- MEMBER POPULATION - Population of individual community.
- FAIR PERCENTAGE - Individual communities percentage of total population.
- FAIR SHARE FEE - Percentage of total CRRT budget assessed to member agency.
- FAIR PERCENTAGE - Member population / Total population (divided by)
- FAIR SHARE FEE - Fair percentage X Total budget (multiplied by)

The fair share fee is an annual fee based upon the Board of Directors approved CRRT budget. The Fair Share Fee includes the following:

- Budgetary allowance for CRRT Medics
- Budgetary allowance for CRRT Negotiators
- Salary, insurance and expenses for CRRT Administrator.
- Ammunition
- Chemical Munitions
- Distraction Devices
- Equipment Fund
- Training Fund
- Vehicle Operations and Maintenance
- Explosive Supplies

The Fair Share Fee does not include the following:

- Any personal tactical equipment
- Fatigues
- Web Gear
- Gloves
- Footwear
- Rain Gear
- Training Time
- Individual officer's salaries

Selection Criteria

Based on the generally accepted philosophy by the members of the Board of Directors toward administrator referral in the selection of tactical team candidates, the following areas have been established as guidelines. Administrators may consider some areas more essential than others and may wish to emphasize specific issues in their use of this process. It should be noted that uniformity and specific written criteria are critical to the credibility of the selection process.

The following areas are general guidelines to be considered when evaluating a potential candidate. Please note the clarification on some points.

A. ATTITUDE

B. APTITUDE

C. DESIRE

D. PAST EXPERIENCE

1. Military Service

2. Specific Assignments

- a. Detective Bureau
- b. Narcotics
- c. Tactical

3. Performance

- a. Past performance is always the best indicator of future performance.

E. PSYCHOLOGICAL MAKE-UP

1. Administrators to determine based on prior performance and psychological evaluation.

- a. Psychological testing is ideally completed prior to hiring.
- b. The candidate will be required to submit to a psychological screening examination and a clinical review, limited to the scope of responsibilities as a CRRT member, and conducted by a licensed or certified psychologist or psychiatrist.
- c. If the candidate successfully completes the psychological evaluation, the Chief of Police will maintain the results and communicate it to the team commander.
- d. All fees incurred through the psychological evaluation will be paid by the candidate's agency.

F. PHYSICAL CONDITION AND APPEARANCE

1. Be able to differentiate between good health and good fitness. Officer should be a non-smoker. It should be noted that officers will be required to work extended periods of time without smoking
2. Eyesight should be correctable to 20/20
3. Involved in some form of physical activity on a regular basis
4. Well groomed

G. GROUP INTERACTION

1. Does candidate work well with peers?
2. Is the candidate capable of accepting criticism and direction?
3. Is the candidate a disciplinary problem?
4. Is the candidate confident in his abilities?

Using the preceding as general guidelines, the following are specific criteria that must be addressed when evaluating the candidate:

- Candidate must be a full time law enforcement officer in Summit or Portage County and should have a minimum of three (3) years law enforcement experience. If a candidate falls short of 3 years but meets all other criteria, the candidate may serve by way of inactive status until the requirement is met.
- Candidate must be a motivated law enforcement professional.
- Candidate has shown a dedication to training and reliability in attendance.
- Candidate will be able to maintain a high degree of physical fitness.
- Candidate will be able to maintain a high degree of firearms proficiency.
- Candidate must not have a history of repeated infractions or a significant disciplinary action, which would raise questions to his suitability for the CRRT assignment.
- Candidate must be in good physical health.
- Candidate will be of a nature and character that they maintain a high level of self-control and professionalism at all times.

At the point that an administrator feels his or her candidate meets the criteria and guidelines listed, he/she will submit the candidate application packet including certificates of endorsement to the Executive Board. Upon receipt of the application, the commander will initiate a background investigation on the applicant. The application, background investigation and testing scores would then be submitted to the Executive Board. An oral review board consisting of the Executive Board, Commander, and Assistant Commanders would then convene and interview the candidate. The officer candidate will be prepared to present an oral presentation on his/her qualifications to be a member of the CRRT and be able to field questions from members of the review board.

The application packet requires pre-certification in:

- A. FIREARMS PROFICIENCY - Testing will consist of the standard CRRT handgun qualification course.
- B. PHYSICAL FITNESS - Testing will consist of the standard CRRT fitness evaluation test.

Upon acceptance by the Executive Board and Command Staff the candidate is accepted into membership. Maintaining membership is based on successful re-testing at the prescribed intervals in the above areas and an adherence to the rules and regulations of CRRT membership.

ELEMENTS OF TESTING

Firearms testing to be based on the following:

- Task related
- Physical stress related
- Timed performance
- Multiple weapon certification
- Decision-making.

Physical fitness testing to be based on the following:

- Reasonableness
- Job/task related
- Scientifically validated
- Balanced evaluation of strength and endurance

Tactical Certification Phase

Written and practical testing in the use of the:

- Distraction device
- Chemical Munitions

The process of selection is to be ongoing and placement of accepted candidates based on unit needs.

Member Application

Please read this face sheet completely before filling out application.

Please print in ink or type when filling out application.

Any misstatements or omissions of information, or refusal to sign the Agreement and Release form will be grounds for disqualification as a candidate for the CRRT.

Answer all questions. If a question needs no answer, please use N/A. If a question needs additional information, please use additional sheets of paper.

Please attach a recent full figure photograph of yourself to the application, as well as all relative certificates of training.

This application, along with all the documents submitted, will become the property of the CRRT.

Eligibility for membership into the CRRT is based on the applicant's status as a current full-time law enforcement officer in Summit or Portage county. The applicant should have three (3) years minimum law enforcement experience. (See Medic Section for Medic qualifications) The political subdivision, through which the candidate is employed, must have passed the CRRT Mutual Aid Resolution and have representation on the CRRT Board of Directors. All candidates must meet the application requirements established by the Board of Directors of the CRRT.

All applications will be submitted to the candidates' Chief of Police for prescreening and evaluation. Upon approval of the application, the respective police administrator will forward the same to the CRRT Commander along with the Certificates of Endorsement. The applicant will then be subject to a background investigation, psychological testing, and an interview before a CRRT Oral Review Board. Upon successful completion of the above, the candidate will be accepted for membership.

Once a candidate has been accepted for membership to the CRRT, he/she will then enter into a probationary period, the extent of which is to be determined by command personnel. Probationary periods may be affected by team member full-time departmental experience, team member performance, attendance and attitude.

During the time the team member serves the probationary period he/she will be assigned to the technical support service of CRRT or any other administrative duty as needed.

**METRO
CRRT
MEMBER APPLICATION**

General Information:

Full Name: Last	First	Middle	(Maiden)
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Current Address	Street Number and Name
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City	State	Zip	Home Phone
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Date of Birth	Social Security Number
---------------	------------------------

Height	Weight	Eyesight/Glasses	Hearing
--------	--------	------------------	---------

Emergency Contact Person	Address	Phone
--------------------------	---------	-------

Department	Department Address	Phone
------------	--------------------	-------

Current Shift	Immediate Supervisor
---------------	----------------------

Prior Employment. List Current Employment First, Include Part-Time.

Employer	Address	Phone	From -To
----------	---------	-------	----------

Employer	Address	Phone	From-To
----------	---------	-------	---------

Employer	Address	Phone	From-To
----------	---------	-------	---------

Employer	Address	Phone	From-To
----------	---------	-------	---------

Employer	Address	Phone	From-To
Employer	Address	Phone	From-To
Employer	Address	Phone	From-To

Prior Addresses, Past 10 Years. List Current Address First.

Street Address	State	Zip
Street Address	State	Zip
Street Address	State	Zip
Street Address	State	Zip
Street Address	State	Zip
Street Address	State	Zip

Aliases, Other Names or Aka's Used at Any Time

Assignments: List divisions, bureaus or related responsibilities and dates.

Prior experience with any active tactical units: List departments, dates, and duties.

Education:

List high school, colleges, universities and any military or trade schools attended.

Dates, From-To	Name	Address	Years completed	Diploma
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Law Enforcement Training:

List all tactical, negotiator or medic related training as applicable:

Type	Location	Dates
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Military Experience:

Branch

Responsibilities

Dates

Related Hobbies or Interests:

Why do you feel you are qualified to take part in the CRRT?

How do you feel you will be an asset to CRRT?

Are you currently being treated for any physical or psychological illnesses?

If yes, please explain: _____

Is there any reason why you could not perform physically strenuous activity?

Are you currently involved in an ongoing physical fitness program? Explain.

Do you now or have you ever used illegal narcotics, marijuana, barbiturates or tranquilizers?

Do you smoke? Yes _____ No _____

Do you consume alcoholic beverages?

Never _____ Occasionally _____ Moderate _____ Occasional Excess _____ Excess _____

Do you suffer from allergies?

Are you subject to the continuous use of any medications?

Do you have any particular positions of interest within the CRRT?

Negotiation	_____	Tactical Trainer	_____
Explosive Breaching Tech	_____	Medic	_____
Precision Rifleman	_____	Technical Support	_____
Firearms Training	_____	Administrative	_____
Less Lethal	_____	Chaplain	_____
Entry	_____		

Photograph

Please attach Photograph here.

AGREEMENT & RELEASE

As an applicant to Metro CRRT, I agree to the terms listed as criteria for membership. In addition, I further acknowledge the following:

- My involvement in the CRRT unit is voluntary in nature and I may terminate that involvement at any time with a thirty (30) day notice to the CRRT Unit Commander.
- I will submit to the rules and regulations of membership and the consequences of disciplinary action for failure to comply.
- I acknowledge my responsibility to be on call twenty- four (24) hours per day, 365 days a year, and be available for immediate activation, as per rules and regulations of the CRRT.
- I acknowledge my responsibility to be available for a minimum of eight (8) hours per month of in-service training.
- I am fully aware of the inherent dangers involved in the duty required and the training responsibilities.
- I certify that the statements contained herein are true to the best of my knowledge, and I understand that any false statements made in this application will be cause for disapproval of my appointment or for discharge after my appointment to the CRRT.
- I hereby authorize any person or organization to release any information they may have regarding my health, character, or education.

Applicant's Signature

Date

Applicant's Printed Name

Chief of Police/Fire Signature

Date

CERTIFICATE OF ENDORSEMENT

Name of Applicant: _____

Department: _____

Date: _____

Upon evaluation of the candidate by the respective Chief of Police/Fire, the below areas will be addressed and initialed by the Chief:

- Candidate is a full time/part time law enforcement officer/fire medic in Summit or Portage County with a _____ year minimum of law enforcement/fire medic experience. _____
- Candidate must be in good physical health. _____
- Candidate must be a motivated law enforcement/fire medic professional. _____
- Candidate has shown a dedication to training and reliability in attendance. _____
- Candidate is capable of maintaining a high degree of physical fitness. _____
- _____
- Candidate is capable of maintaining a high degree of firearms proficiency. (Police Only) _____
- Candidate has had no significant disciplinary history. _____
- Candidate is of a nature and character that exemplifies a high level of self-control and professionalism at all times. _____
- Candidate has passed a psychological screening and a clinical interview by a licensed psychologist or psychiatrist. _____

As Chief of Police/Fire in the City/Village/Township of _____,
I certify that the above applicant has met the basic eligibility criteria to be considered for membership into the Metro Critical Response and Rescue Team.

Chief of Police/Fire

Date

Tactical officer applicants must complete pre-testing in firearms and physical fitness to demonstrate their ability to successfully complete these requirements prior to acceptance. Applicants must arrange for these tests through the CRRT Command /Administrative Staff. Test completion endorsements must be signed below as indicated prior to the submission of this application packet.

Medic applicants must be interviewed and pre-approved by the CRRT Medical Director and Chief Medic. The Medical Director's endorsement must be signed below prior to the submission of this application packet.

FIREARMS PRE-TEST

Applicant _____ has successfully completed all phases of the CRRT Firearms Certification pre-test.

Date _____ CRRT Firearms Instructor _____

FITNESS PRE-TEST

Applicant _____ has successfully completed all phases of the CRRT Fitness Certification pre-test.

Date _____ CRRT Fitness Instructor _____

MEDICAL DIRECTOR INTERVIEW & APPROVAL

Applicant _____ has completed their pre-approval medical interview.

Date _____ CRRT Medical Director _____

CRRT Physical Fitness Standards

Due to the physical demands that a tactical officer may face during the course of his duties, specific criteria should be established to evaluate his/her ability to function in that capacity. By the very nature of his/her appointment to a tactical unit the responsibility exists for the officer to respond to and control the most volatile of police response situations. This then places an ethical and legal responsibility on the part of unit administrators to insure the capability of each officer selected.

To establish the scientific validity of those standards selected, the following research was completed through the Cooper Clinic Institute of Aerobic Research, Dallas Texas. Specific guidance was provided by Certified Fitness Instructor Sergeant W. Wiseman. The Cooper Clinic provides the following data base demographics:

- Fitness levels recommended are based on first visit testing results of over 30,000 subjects, ages 20 to 80. This research has been ongoing since 1972.
- This database is the largest in the field of Aerobic Research.
- Because of the size of the database used it may approximate a stratified random sample of the general population.
- The fitness tests outlined are accepted as valid tests within the field of physical fitness.

Compositive studies have been completed analyzing those norms established by the Institute of Aerobic Research to those of the following programs:

- Eastern Kentucky University (Adult Fitness Program)
- Wake Forest University (Adult Fitness Program)
- Federal Law Enforcement Training Center (Recruit Fitness Levels)
- U.S. Secret Service (Incumbent Personal Fitness Levels)
- International Association of Chief of Police (Study on Law Enforcement Fitness Level)
- Pennsylvania State Police (State Department Fitness Levels)
- Canadian National Government (National Canadian Fitness Levels)

The conclusion of these comparative studies indicates that I.A.R. (Institute of Aerobic Research) norms, specifically at the 50th percentile level, do not vary significantly from the norms established in lesser studies. This conclusion holds in comparative studies with general population and/or law enforcement participants.

The Institute of Aerobic Research Center norms, and the physical fitness battery outlined herein, are the most prevalent norms and battery available today. The implementation of this system has been accompanied by the certification of over 3,500 fitness instructors representing over 400 police agencies.

According to I.A.R., documentation there has been no litigation based on the established norms. By way of judicial review or administrative validation, the norms have been accepted as being job related and valid in determining physiological readiness.

Because of the highly specialized physical requirements of the tactical officer a comparison must be completed which contrasts the I.A.R. battery to those of established credible tactical units. The batteries of both the L.A.P.D. tactical unit as well as the Cleveland Police S.W.A.T. Unit were examined. Both are highly rated tactical units nationally, and provide a Midwest/West coast philosophy evaluation. In both instances the required battery of tests indicated an emphasis on upper body strength and cardiovascular fitness. This proved consistent with the established battery of the I.A.R. In addition the selected tests of both L.A.P.D. and Cleveland P.D. paralleled those of the I.A.R. in range of motion.

Obvious differences were found with established standards and the I.A.R. theory of evaluating upper body strength in terms of Absolute and Dynamic levels as well as total body flexibility.

Established standards for L.A.P.D. and Cleveland P.D. candidates are understandably higher than those outlined for candidates of the CRRT. Both L.A.P.D. and Cleveland P.D. units are full time tactical operations with a draw from hundreds of officers. Considering our limited possible candidates and the fact that few of our applicants are currently subject to departmental fitness standards the initial requirements should be reasonable.

The reasonableness of the I.A.R. standards is based on the fact that they are corrected for sex and age and established at the 50th percentile. The 50th percentile standards in minimum time and repetitions should not be interpreted as permanent. It will be our effort and goal over time and training to establish standards at the 60th percentile. I.A.R. studies have shown that the average civilian fitness level is at the 50th percentile.

It should be noted that Los Angeles and Cleveland testing is based on two-minute tests whereas I.A.R. tests are on one-minute exams. When we reduce the standards by 50% the I.A.R. standards differ little from those of L.A.P.D. and Cleveland P.D.

An advantage found in the I.A.R. system that is lacking in both the L.A.P.D./Cleveland P.D. system is that of differentiating between Absolute and Dynamic strength:

Absolute Strength - The amount of tension a muscle can exhibit in maximal contraction.

Dynamic Strength - The ability to contract the muscle repeatedly over a period of time.

Considering the multitude of physical tasks that confront the tactical officer both areas should be considered during evaluations.

The I.A.R. has also established an emphasis on total body flexibility through an evaluation by measurement of one's range of motion. There is no other factor that is more relative to the prevention of disabling injuries than that of flexibility in each candidate.

Based on the previously cited research, I would like to recommend the following fitness tests be established as a basis for evaluation.

- 1-1/2 Mile Run - Cardiovascular Evaluator
- Bench Press - Absolute Upper Body Strength Evaluator
- Push up/Pull up - Dynamic Upper Body Strength Evaluator
- Sit-Up - Dynamic Abdominal Strength Evaluator
- Sit & Reach - Flexibility Evaluator (Non-scored event)
- Illinois Agility Run - Speed & Agility Evaluator

Please refer to the supplemental tables provided for minimum requirements in each event for each age category.

Fitness testing will take place every six months. The 1-1/2 mile run will be conducted during the October testing phase. The Illinois Agility Run will be conducted during the April testing phase. All other standards will be evaluated during both testing phases.

If an officer falls below the specified percentile on any test he/she is put on notice and is expected to meet the minimums within the next 30-day period. If the standard is not met within the thirty-day period, the officer is suspended from all tactical involvement until the standard is met or until the next testing period. If at the second testing period (approximately 6 months) the officer fails again, he/she will be assessed by the Command Staff on their fitness ability. The Command Staff will then dismiss the member from CRRT or retain the member in a non-tactical position. If the member should re-test and pass at a future date, the Command Staff will again assess the member's ability and determine reactivation to tactical involvement.

This standard does not apply to illness or injury cases, which will be dealt with on an individual basis.

Negotiators and medics are exempt from all fitness standards and requirements.

The canine handler will meet all CRRT fitness standards and requirements for his/her age group.

As of January 2000 the Metro CRRT adjusted fitness requirements for team membership. Minimum standards for all Cooper approved events will be at the 60th percentile. Additionally the Sit and Reach event will be utilized as a non-scored, informational activity related to the total flexibility.

CRRT

FITNESS STANDARDS TABLES

MALE AGE 20 - 29

TEST	MINIMUM TIMES / REPS
1.5 Mile Run	11.41 minutes
Flexibility	18.5 inches
Sit-Ups	42
Bench Press	114% of body weight
Push-Ups	42
Pull-Ups	7
Illinois Agility Run	15.8 seconds

METRO

CRRT

FITNESS STANDARDS TABLES

MALE AGE 30 - 39

TEST	MINIMUM TIMES / REPS
1.5 Mile Run	12.20 minutes
Flexibility	17.5 inches
Sit-Ups	39
Bench Press	98% of body weight
Push-Ups	37
Pull-Ups	6
Illinois Agility Run	17.1 seconds

METRO

CRRT

FITNESS STANDARDS TABLES

MALE AGE 40 - 49

TEST	MINIMUM TIME / REPS
1.5 Mile Run	13.14 minutes
Flexibility	16.3 inches
Sit-Ups	34
Bench Press	88% of body weight
Push-Ups	32
Pull-Ups	5
Illinois Agility Run	18.5 seconds

METRO

CRRT

FITNESS STANDARDS TABLES

MALE AGE 50 - 59

TEST	MINIMUM TIME / REPS
1.5 Mile Run	14.24 minutes
Flexibility	15.5 inches
Sit-Ups	28
Bench Press	79% of body weight
Push-Ups	25
Pull-Ups	4
Illinois Agility Run	19.8 seconds

METRO

CRRT

FITNESS STANDARDS TABLES

FEMALE AGE 20 - 29

TEST	MINIMUM TIME / REPS
1.5 Mile Run	14.24 minutes
Flexibility	20.5 inches
Sit-Ups	38
Bench Press	70% of body weight
Push-Ups	20
Pull-Ups	6
Illinois Agility Run	17.9 seconds

METRO

CRRT

FITNESS STANDARDS TABLES

FEMALE AGE 30 - 39

TEST	MINIMUM TIME / REPS
1.5 Mile Run	15.08 minutes
Flexibility	20.0 inches
Sit-Ups	29
Bench Press	60% of body weight
Push-Ups	18
Pull-Ups	5
Illinois Agility Run	19.2 seconds

METRO

CRRT

FITNESS STANDARDS TABLES

FEMALE AGE 40-49

TEST	MINIMUM TIME/REPS
1.5 Mile Run	15.57 minutes
Flexibility	19.0 inches
Sit-Ups	24
Bench Press	54% of body weight
Push-Ups	14
Pull-Ups	4
Illinois Agility Run	19.7 seconds

CRRT Firearms Fitness Standards

Law Enforcement personnel that accept the responsibility of membership in tactical operations must also submit to a higher level of firearms capability. Given the propensity of lethal encounters in tactical operations, team members must be held to a higher standard than those posed by state mandates or departmental firearms courses. To this end, the CRRT has developed a tactical course that will evaluate the tactical officer in the following areas:

- Accuracy
- Multiple shot capability
- Failure recovery
- Tactical reloading
- Tactical safety
- Tactical movement
- Timed stress course
- Decision making

CRRT members will shoot this course of fire four (4) times per year and will be required to pass the course with the handgun as well as their primary entry weapon, i.e. MP-5 or shotgun.

The specified course of fire mandates that officers complete the course in sixty (60) seconds or less and acquire 100% accuracy in all required rounds discharged.

The following are grounds for immediate failure of the specified course of fire:

- Taking more than 60 seconds to complete the course
- One or more missed shots
- Safety error, i.e. finger inside trigger guard, improper muzzle direction, reloading on the move, etc.
- Violation of course rules

Team members have a maximum of three (3) attempts to pass the specified course of fire. If a team member fails all three (3) attempts, they are immediately suspended from all unit activities. If a suspended member meets the firearms requirement and passes the specified course of fire at the next training session (typically three (3) months) or before, he/she will be reinstated as an active member.

If a team member fails to pass the specified course of fire on two (2) consecutive firearms training sessions, that member will be discharged from the CRRT unit.

It is the philosophy of the Metro CRRT team that team members may be called upon at any moment to perform at the highest possible level of firearms proficiency. The safety of citizens and fellow team members mandate that tactical officers maintain a consistent level of capability that supersedes that of the average street officer. Team members that exhibit hot and cold levels of ability will not be considered consistent in performance. Protection from costly errors and subsequent liability rests in our ability to set reasonable standards of performance and uniformly enforce those standards.

The specific criteria for the CRRT course of fire will be maintained on file with the CRRT command personnel and firearms instructors.

Precision Riflemen, Criteria & Standards

The precision rifleman's position represents a critical and sensitive assignment in the CRRT team. The rifleman must have a working knowledge of all aspects of the SWAT mission in addition to being skilled in field craft, observation and intelligence gathering and capable of delivering precision fire on selected targets from extended range. The precision riflemen will be selected from the ranks of experienced operators and receive advance training which includes:

- Marksmanship principles
- Cold bore shots, internal and external ballistics
- Position shooting, exertion drills, moving and pop-up targets
- Shooting through glass and barriers
- Low light and night fire exercises using night vision equipment
- Range estimation and target engagement from 25 - 500 yards
- Observation and scenario training
- Rifle maintenance

Precision riflemen will be required to maintain an issued or personally owned sniper grade weapon capable of delivering 1 minute of accuracy at 100 yards. CRRT riflemen will be issued match grade and tactical barrier penetration rounds. Prior to being utilized in the capacity of precision rifleman, the officer must successfully complete at least one basic CRRT approved SWAT Sniper school. Additionally, each rifleman is required to meet the following standards:

- Successfully complete the State of Ohio Scoped Rifle Qualification Course annually
- Successfully fire the CRRT Monthly Qualification Course and submit their targets to the designated Assistant Commander
- Participate in the advanced training, which will be conducted annually

Due to the technical and demanding nature of the precision rifleman assignment, CRRT operators in this unit will be sent to advance training to upgrade their skills whenever possible.

The position of precision rifleman carries with it added responsibility and demand on your time. Due to the critical nature of this assignment precision riflemen are provided with advanced training and are expected to meet a higher level of professional excellence. Procedures governing the submission of required monthly targets are hereby set forth as follows:

1. Monthly qualification targets will be submitted to the designated Commander or Assistant Commander by the 30th of the month.
2. Failure to submit the targets on time will result in the following action.
 - A. Suspension from sniper related duties on actual callouts for a period of 30 days.
 - B. Letter to the officer's Chief indicating the described action.
3. Second offense to submit targets on time will result in a suspension from sniper related duties for a period of 60 days with a letter to the officer's Chief.
4. Third offense will result in removal from the sniper/precision rifleman assignment.

Guideline for Search and Arrest Warrants

The guidelines that follow are intended to assist investigative personnel in requesting CRRT assistance. Utilization of tactical personnel will provide a well-trained, physically superior and better-equipped approach to effecting search and arrest warrants.

A request for service should have concurrence of the investigator's Chief of Police, and should be made as soon as possible. Every effort should be made to provide as much time for preparation as is practical. Remember, as the time for planning decreases, the risk factor increases.

Requests for service can be made by contacting Fairlawn Police Department at 330-666-8871 and requesting contact with a CRRT Commander. This service is available 24 hours a day.

Prior to a request for service, investigators should evaluate the task at hand and determine if it meets one or more of the following criteria:

- Barricaded or fortified location
- Armed or potentially armed suspects
- Suspects with a propensity for violence
- Any arrest/search warrant where increased manpower or special equipment requirements exist.

If criteria are met, investigators will complete a Risk Analysis for Planned Operations form. This will provide vital information on the type of service, location, suspects, weapons, etc. (See form). Investigators will meet with CRRT Command personnel as soon as possible to review the intelligence and determine if the use of CRRT is applicable.

The CRRT Board of Directors has mandated a (3) hour maximum on warrant service staging. Given unusual circumstances and/or a high risk factor, CRRT command can override this directive.

Once the operation is underway, investigators will not become involved in the tactical operation. Once the scene has been rendered secure, CRRT personnel will maintain site security until relieved.

It is the desire of CRRT personnel to provide the best possible service to our membership. If as an investigator, you have any questions regarding the use of the team, please call. We will do as much as possible to accommodate your needs.

Risk Analysis for Planned Operation

OPERATION OVERVIEW

Activation #	Date Received	Date of Service
Case Investigator	Receiver Agency	

SUSPECT ASSESSMENT (Complete a separate assessment for each suspect involved)

Suspect Name _____ DOB _____ SSN _____
Address & Phone _____

Sex	Race	Height	Weight	Hair	Eyes
Scars, Marks, Tattoos, Features _____ _____					

CRIMINAL CASE HISTORY - Arrests, convictions, time incarcerated.

INVESTIGATIVE NARRATIVE - Describe the investigative effort that has targeted this suspect.

DEPARTMENT CONTACTS - Describe how your Department has had physical or verbal contact with this suspect that indicates he/she may be a threat.

CCH/ARREST INTELLIGENCE - What facts relative to the suspects CCH/Arrest record indicates a potential threat?

PROBATION / PAROLE - Indicate the type of control, caseworker & phone #, and any intelligence obtained from the caseworker that indicates a potential threat.

DRUG / ALCOHOL USE - Does the suspect use drugs, alcohol, inhalants etc.? Indicate relative arrests and intelligence.

MENTAL / EMOTIONAL STABILITY - Provide all intelligence available regarding suspects mental & emotional stability. Describe incidents, diagnosis, physician's care, medication and hospitalization.

ASSOCIATES - Identify those persons that associate with the suspect on a regular basis by name address, DOB, SSN and physical description. If the associate is likely to be present at the time of service a separate suspect analysis should be done.

WEAPONS ASSESSMENT - Describe all weapons the suspect has been known to carry, where carried and how used.

SPECIALIZED TRAINING - Describe any type of specialized training the suspect has had or claims to have had. Is suspect an avid shooter? Does the suspect physically train on a regular basis? Does the suspect have a current or past martial arts background? Is the suspect former, or current, military or police?

ASSOCIATIONS / ORGANIZATIONS - Describe any intelligence that would indicate that the suspect has membership in, or a special relationship with, any suspected violent, criminally oriented group or organization? (Para-military, terrorist, extremist, gangs or motorcycle clubs.)

VEHICLES - Describe all vehicles owned or used by the suspect, year, make, model, color, license plate #, identifying features and where normally parked on the property.

CURRENT PHOTOGRAPH - Please attach the most currently available photo of the suspect.

WARRANTS - Please attach a copy of the arrest warrant for this suspect.

Received by CRRT Commander _____

Date _____ Time _____

OPERATION OVERVIEW

Activation #	Date Received	Date of Service
Case Investigator	Receiver Agency	

LOCATION ASSESSMENT

Location

Address _____

TYPE OF OPERATION -

Search Warrant	Warrant Arrest	Security Operation	Crowd Control
Other, Specify			
Night service		Daytime service	

INVESTIGATIVE NARRATIVE - Describe the investigative effort that has targeted this location.

LOCATION DESCRIPTION -

Residential	Apartment	Business	Industrial
Other, specify			

Type of activity that is expected to be encountered.

CONSTRUCTION INTELLIGENCE - Describe the general construction aspects of the structure, brick, wood frame, type of doors & windows, etc.

GEOGRAPHIC BARRIERS - Describe the structures perimeter. What barriers could create an obstacle for tactical personnel, wooded terrain, shrubbery, ditches, clotheslines, fences pools, etc.?

POINT OF PRIMARY ENTRY - Describe the probable point of entry for tactical personnel. Indicate location in structure, type of door, lock mechanisms, location of hinges, direction of swing, presence of screen door, possible counter surveillance, possible booby traps, etc.

FORTIFICATION - Provide any intelligence that may indicate that the location is fortified, drop bar, floor mounted security, bars on windows, etc.

SECONDARY POINT OF ENTRY - If the primary point of entry were obstructed, identify and detail a secondary location for entry.

CHILDREN / ELDERLY / HANDICAPPED - Describe any children, elderly or handicapped persons who are likely to be present at the time of service.

HEALTH CONCERNS - Describe any special health concerns relative to any person that may be present at the time of service.

ANIMALS - Describe any animals that may be present and likely to obstruct personnel movement or present any potential hazard to personnel. Indicate if inside, outside, chained, free, trained, specifically dangerous, etc.

WEAPONS - Describe any weapons, firearms or edged, any explosive device or hazardous material that may be present at the time of entry. Provide the probable location of these weapons within the structure.

AREA THREATS - Describe any person(s) within close proximity to the objective that may pose a threat to tactical personnel.

INFORMATION ASSESSMENT - Describe the reliability of this information that you have provided. Identify sources as confidential informant, concerned citizen, police officer, other (specify). Indicate the reliability of the sources information based on past performance.

LOCATION DIAGRAMS - On additional pages, provide diagrams of the location structure. Include doors, windows, interior walls, stairways, etc. Provide separate diagrams for each floor of the structure. Include driveway access, location of utilities, location of weapons and or hazardous materials, location of any furniture that may obstruct movement, known booby traps and any other pertinent information.

PHOTOGRAPHS - Please provide a photograph of the structure from each of its sides.

WARRANTS - Please provide a copy of the search warrant for this location if applicable.

Received by CRRT Commander _____

Date _____ Time _____

Hostage Situations

- A. When an officer is confronted with a situation in which a potentially armed suspect, with or without a hostage, has seized or is believed to have seized control of a dwelling, structure, or place, immediate steps should be taken to insure the safety of hostages (actual or potential), bystanders, and responding officers. A person who has barricaded themselves against arrest, with or without hostages, presents an extraordinary danger to the officer who must arrest them and to innocent persons.
- B. Officers involved with a hostage situation will follow the procedures outlined for use in barricaded suspect situations. In addition, the following will be addressed:
1. Negotiable items/Non-negotiable items.
 - a. If, during negotiations, the hostage-taker makes demands, these items will be considered negotiable.
 - 1) Hostages
 - 2) Cigarettes
 - 3) Food, water
 - 4) Time
 - 5) Utilities
 - 6) Prescribed drugs
 - b. If, during negotiations, the hostage-taker makes demands, these items will be considered non-negotiable.
 - 1) Police officer exchange for hostage
 - 2) Weapon and ammunition
 - 3) Drugs/alcohol
 - 4) Other persons as exchange for hostage, i.e., family, friends, etc.
 - c. The scene commander must approve all requested items.
 - 1) Provisions for chase/surveillance vehicles
 - a. The suspect should only be allowed to become mobile as a last resort and only to allow police to gain a tactical advantage. Permitting the suspect to move presents a danger to the general public and presents a difficult control problem.
 - b. In the event the suspect is permitted to go mobile, provisions for chase and surveillance vehicles will be provided at every scene.

- c. The travel routes will be predetermined with the hostage-taker and approved by the scene commander to insure the safety of the general public and police personnel.

- 2) In the event the situation occurs near a neighboring jurisdiction, the dispatcher will notify the police agency of the situation. The dispatcher will then monitor communications with the other agencies.

C. Hostage Rescue Policy

1. Whenever possible, reasonable efforts will be made to resolve hostage incidents peacefully and affect the safe release of the hostage(s) and apprehension of the suspect.
2. Often during hostage situations, suspect(s) have either injured or killed hostages, or threatened to do so. Given the dynamics of a hostage situation, command personnel cannot fail to respond in the hope that threatened acts won't be carried out.
3. To effectively manage hostage situations, command personnel must establish certain priorities concerning human life if hostage rescue capability is to exist. CRRT philosophy shall dictate the priority of life as follows:
 - a) Lives of hostages and lives of innocent persons in the area
 - b) Lives of police/rescue personnel
 - c) Lives of suspects/criminals
4. These priorities are not meant to infer that the life of a suspect is unimportant. It does establish that the lives of hostages and innocent persons will not be put at risk to avoid a deadly force resolution.
5. Based upon defined priorities of life and the on-going threat to hostages, citizens, and law enforcement personnel, it may become necessary for tactical personnel to resolve the incident through the use of lethal force.

Due to the ever-changing characteristics of a hostage incident, the window of opportunity for this method of resolution to take place may only exist for a matter of seconds. If the policy and procedure are not in place for action to be immediately taken, and the opportunity is lost, it may not re-occur. In this case failure to take decisive action may cost the life of a hostage.

6. Tactical experts nationwide, as well as the International Chiefs of Police Association, have long supported what has been described as the "open air option." Once specific criteria are met, any team member with the opportunity and capability to resolve the situation with lethal force may, in fact, utilize that option.

Specific criteria:

- a) Does the suspect have a hostage?
- b) Does the suspect indicate or state he will kill the hostage(s)?

- c) Can it be reasonably verified that the suspect is armed or has the potential for killing hostages?

If the above criteria are met, CRRT Command personnel can then issue the Delta Order (upon OIC approval). The Delta Order advises all personnel that the open-air option is in effect and that they are not required to obtain additional command authorization to utilize lethal force to resolve the incident.

- 7. If this situation occurs, officer's actions are not to be considered a violation of progressive use of force policy.

Bomb Incidents

- A. It is the policy of CRRT to insure the safety of the public and its personnel in situations involving the use or potential use of explosives.
- B. A bomb threat means any communication reported to anyone warning of an explosive device or substance placed where it may cause injury or damage.
- C. When, in the opinion of the OIC he/she believes that the bomb situation exceeds the ability of the regular police services, they, may call out the CRRT team as prescribed under Special Operations Functions

Communications

- A. When dispatch receives a call of a bomb threat, bombing or undetonated explosives substance, a police officer will be dispatched immediately and the shift commander notified.
- B. When dispatching a bomb threat:
 - 1. The nature of the call and the location will be given to all patrol units.
 - 2. Any unit near the scene will drive away from it before responding over the radio.
- C. No radio transmissions will take place from any patrol unit closer than 1,000 yards to the scene as the device may be radio detonated.
- D. While at the scene, officers will communicate with dispatch only by telephone (land line only - no cellular phones).

Bomb Threats

- A. In case of bomb threats where no specific evidence exists of explosive substances, the officer or supervisor will use discretion in searching the premises.
- B. The evacuation of the premises is at the discretion of the adult person responsible for the property. The officer may order evacuation when information or evidence is compelling that a bomb is present.
- C. When searches are made, they will be thorough, systematic, and supervised. An officer should ask an adult familiar with the premises to assist in the search.
 - 1. Civilians should be instructed not to move any suspicious or unidentified object.
 - 2. Suspicious objects discovered by officers should be brought to the immediate attention of the owner/occupant of the building. If they cannot be identified, they should be treated as an undetonated explosive substance and not moved or touched.
- D. When no explosive substance is found, the officer will notify the Dispatcher and complete the appropriate report.

Undetonated Explosive Substance

- A. When an officer discovers any undetonated explosive device, he/she will notify the Dispatcher by telephone. The T/C will immediately notify the shift commander.
 - 1. The supervisor will order and supervise evacuation.
 - 2. No person shall touch, examine or otherwise tamper with any explosive substance except as authorized by the supervisor.
- B. In the event a situation exists which calls for a bomb disposal unit, the department may utilize the services of either the Summit County Sheriff Bomb Squad or 71st Ordnance Detachment, Explosives Ordnance Disposal (EOD) located at Wright Patterson Air Force Base.
- C. The highest-ranking on-scene supervisor will take command of security operation. A command post with telephone communications will be established near the scene, but not closer than 200 yards and protected from the effects of any potential explosion.
 - 1. Minimum scene security consists of a safe area beyond a 300-yard radius from the explosive substance.
 - 2. No person will be admitted into the danger zone except as authorized by the supervisor.
 - 3. Only explosive ordnance specialist and investigators are authorized to enter danger zones except to prevent injury or death to a person.
- D. Communications will advise the fire department and request they stand by at least 300 yards from the scene. Radio silence is to be observed (also to include cellular telephones.)
 - 1. The supervisor will inform the bomb removal specialist of the nearest suitable place for detonation of explosive substances. A suitable area is one that provides open space for a 100-yard radius. This area may or may not be used at the discretion of the specialist.
 - 2. If an escort is requested by the bomb removal specialist, the supervisor will provide two marked police cars. All emergency lights and headlights will be turned on but the siren and radio will not be used.

Explosions

- A. In case an explosion has occurred, the procedures for notification, scene security, and responsibility for follow-up investigation are the same as in undetonated explosive substances.
- B. When the scene is secured, the supervisor will coordinate the preservation of evidence and allow no one into the danger zone except rescue personnel, investigators, and bomb specialists.
- C. The investigators will notify the supervisor when examination of the scene is complete.
- D. Explosions may cause structural damage and other undetonated explosives may still be present. People on the scene should use caution and no person should enter the danger zone except to prevent injury or death to another person. This does not apply to investigators or specialists

examining the scene.

VIP Security

- A. In the event a "Very Important Person" (VIP), defined as a dignitary, famous personality, notorious person, or any other person in need of special security, the following provisions and considerations will be addressed.

1. The CRRT commander will be the supervisor and coordinator of any given security detail, unless otherwise designated by the Chief of Police of Jurisdiction.
 2. Equipment assigned for CRRT use as outlined under CRRT Equipment will be utilized as well as the appropriate number of marked and unmarked vehicles. Soft body armor will be made available to the VIP if he/she desires.
 3. Planning for travel routes with at least two alternate routes will be conducted to determine the safest and most expedient route.
 4. Advanced on-site inspections will be conducted including aerial overview when available. One final inspection prior to arrival will be made of the immediate area the VIP is likely to occupy.
 5. All intelligence gathering and coordinating will be assigned to the Intelligence Unit in the Criminal Investigations Sections (if available).
- B. Prior to the VIP's arrival, a briefing will be conducted by the commander of the detail. This briefing will be attended by all effected section commanders and by a representative from all outside agencies involved. (These agencies may include the Secret Service, FBI, any local or private law enforcement agencies, and the local fire department.) Duties and responsibilities of all agencies will be outlined.
- C. The fire department will be available for advanced life support and ambulance service. Any removal will be made to the nearest appropriate medical facility.
- D. All assigned officers will carry a portable radio and maintain communication with the dispatcher or a command post if one is established.
- E. Issued color-coded identification pins will be worn by all assigned personnel, conspicuously displayed on the lapel, front pocket, or collar. The commander of the detail will determine what color and designation will be worn.

Special Events

- A. Special events may be defined as an activity such as a parade, athletic contest, or public demonstration or celebration that results in the need for control of traffic, crowds, or crimes.
- B. The shift commander, unless otherwise designated by the Chief, will be the overall scene commander of any special event detail. The commander of the detail will determine what

personnel are needed to effectively and efficiently oversee the event.

- C. The Intelligence Officer (if available) assigned to Criminal Investigation will provide any information concerning anticipated crime problems, other than those generally associated with large crowds.
- D. Logistical requirements should be addressed. These would include the number of barricades, barricade positioning, fixed post assignments, and any other relevant considerations that will assist in a smooth and effective operation.
- E. Since special events generally are planned events, the procedure of choice for using the CRRT team shall be via a memo or P.S. (See Special Operations Functions)
- F. All CRRT personnel shall be directly supervised by the ranking CRRT officer present. However, the overall commander of the "special event" shall be vested with the designated OIC from the agency requesting assistance.
- G. Once an estimate of crowd size, traffic and crime problems are estimated, the special event commander and CRRT commander shall decide on the area to receive the most critical coverage prior to, during and after the special event.
- H. If the logistics indicate there will be need of barricades or other relevant materials and/or considerations, it shall be the responsibility of the "special event" commander to handle those arrangements.
- I. Once the plan is developed by the special event and CRRT commanders to where there be agreement on assignments and responsibilities, the requesting agency shall coordinate any necessary contacts both inside and outside of the agency.

Special Operations Functions

- A. Special operations functions are handled in two ways. Those special operations that require immediate attention are coordinated by the shift commander of the responsible agency (or OIC). These types of operations generally include the following:
 - 1. Special weapons and tactics team usage (CRRT team)

2. Hostage negotiations
 3. Special purpose vehicle operations
 4. Bomb disposal
 5. Bomb threats
 6. Coverage of disasters
 7. Coverage of civil disorders
 8. Coverage of leave in emergencies
- B. Special operations that do not require an immediate response are delegated to the shift commander or OIC. The OIC may then assign the task to the appropriate officer for organization and coordination. These types of operations may include the following:
1. Coverage of special events such as fireworks, sporting events, parades.
 2. Undercover surveillance/stakeouts
 3. VIP protection
 - 4.7 Warrant Service (high risk)
 - a. Emergency Call-out
 - 1) Follow standard emergency call-out as stipulated.
 - b. Non-Emergency Call-out
 - 1) Follow standard non-emergency call-out procedures as stipulated.
- C. Procedures for governing special operations are delineated in other sections of the operational procedures manual.
1. Special weapons and tactics team usage (CRRT)
 - a. The Critical Response Rescue Team (CRRT) will handle the duties and responsibilities generally delegated to a SWAT team.
 - b. The CRRT is not a full-time assignment but rather a designated group of officers assembled when situations arise dictating specialized weapons and tactics used, such as (but not limited to:) hostage and barricaded subjects and or high-risk situations.
 - c. The CRRT is composed of a tactical unit, medical unit and negotiators' unit under the command of the CRRT commander.
 - 1) During a situation, the tactical unit is responsible for inner perimeter security under the direction of the team leader.
 - 2) During hostage negotiations, the negotiators are directed by the

negotiations supervisor.

- 3) During a tactical situation CRRT medics are under the direction of the medic supervisor (Tactical Medic). All medication procedures and treatment will be established through the medical advisor (Team Physician)
- 4) Hostage negotiation is outlined in this order. Because the negotiator's unit is a part of the CRRT and closely interacts with tactical unit during situations, the CRRT will respond to any hostage situations.

D. Deployment of Special Operations Officers (CRRT) to Supplement Other Operational Components

1. Special Operations officers may be utilized at the discretion of the shift commander when normal patrol assignments cannot adequately handle an event or situation.
2. A memorandum will be generated requesting CRRT officers to work special operations functions such as parades, sporting events, etc. (Request can be made via public service/memo.)
3. The Critical Response and Rescue Team will generally be used in emergency situations, but may also participate in planned special events, such as VIP protection and warrant service.

E. Cooperation and Coordination between Special Operations and Other Operational Components.

1. Once an operation is undertaken, it will be the responsibility of the CRRT commander to coordinate all functions and components of the operation and maintain cooperation between them.
2. All special operations officers and/or supervisors should attend roll calls (if applicable) with the beat officers assigned to the area of the operation to alleviate misunderstanding, provide safety of officers, and insure the success of the operation. However, discretion is advised in disseminating information to operational components in activities where disclosure may jeopardize a tactical operation.

Special Criteria for Officers Assigned to CRRT

I. CRRT

A. Tactical team members

1. Officer must volunteer due to the potential hazards.
2. Demonstrate a good level of physical condition and agility as determined by testing conducted by the CRRT commander.

3. Should have a minimum of three years police experience.
 4. Ability to work as a team member, not as an individual.
 5. Pass a psychological screening examination, such as the MMPI, and clinical interview given by a licensed or certified psychologist or psychiatrist.
- B. Negotiators - See Negotiator Section
- C. Filling of vacancies on CRRT team
1. Openings will be announced and requirements needed to fill vacancy. A letter of interest will be submitted to the CRRT Commander.
 2. The CRRT Command Staff will make the final decision on all selections.

CRRT Equipment

- A. Special equipment will be provided by the member departments to the tactical team for proper protection. This equipment will include:
1. Two (2) sets of fatigues
 - A. One pair of camo fatigues
 - B. One pair of black fatigues.

2. Foot and headgear
 3. Authorized handgun, shotgun (department authorized)
 4. Protective vest
 5. Web gear
 6. Foul weather gear
- B. All tactical team members are responsible for the maintenance and upkeep of the equipment. Any problems should be brought to the attention of any of the CRRT commanders.

Selection Criteria for Negotiators

Hostage negotiators should have a minimum of three (3) years experience in police work, compatible personality to work with other personnel in a team posture on a volunteer basis, and also have good verbal skills and problem-solving abilities. They must be able to pass a psychological screening examination, including the M.M.P.I. test and a clinical interview given by a licensed or certified psychologist or psychiatrist.

Barricaded Subject Situations

I. Initial Responding Officer's Responsibility

- A. When an officer is confronted with a situation in which a potentially armed suspect has seized or is believed to have seized control of a dwelling, structure or place, immediate steps should be taken to insure the safety of bystanders and responding officers. A person who has barricaded him or herself against arrest presents an extraordinary danger to the officers who must arrest them and to innocent people.
 - 1. Officers confronted with such a situation must cease immediately to function as individuals and perform as members of an organized and coordinated team.
 - 2. The objective of all officers will be to neutralize any barricaded suspect situation while minimizing dangers to all persons involved.
- B. Primary responsibility of the first officers on the scene is to establish an inner perimeter to cut off escape routes and prevent others from entering the area.
 - 1. Additional responding officers should be directed to assume positions on the outer perimeter.
 - 2. As soon as possible, an attempt must be made to evacuate innocent persons and bystanders in the line of fire and isolate witnesses. Personnel are reminded that all reasonable attempts should be made to identify all bystanders being evacuated in case the perpetrator(s) attempt to pretend to be a bystander in an effort to escape.
- C. Indiscriminate firing into the position of a barricaded suspect is forbidden. Although unnecessary aggression is forbidden, an officer may need to take action to save a life or contain the situation in accordance with Use of Force Policy
- D. The shift commander on duty will be notified as soon as possible and will assume responsibility for the scene upon arrival.
- E. Should CRRT personnel be confronted with a suspect who attempts to escape or break outside of the containment perimeter, reasonable force will be used to prevent escape. To ensure the public safety, suspects must be prevented from going mobile. The Use of Force Policy will guide the actions of CRRT personnel.

II. Control of Scene

- A. The shift commander will establish a command post in the outer perimeter area, but no closer than the area defined as the outer perimeter. When it is determined the situation cannot be resolved promptly and there is a likelihood of danger or injury to the police or general public, an order for a CRRT call-up will be issued.
 - 1. CRRT base operations will notify all members by pager and/or telephone.
 - 2. CRRT base operations will be notified by CRRT members not responding to the activation. CRRT base operations will then page CRRT command personnel of those members not responding. (Note: It is the individual members responsibility to notify

CRRT Base Operations of any planned absence from availability i.e. vacation, injury, prolonged illness, etc.)

3. CRRT base operations is Bath P.D. at 666-3736.

B. In the event of a CRRT call-out, the shift commander or his designate will contact the Chief of Police and apprise him/her of the situation.

1. Scene Commander - is defined as the highest ranking officer (either shift commander or O.I.C.) present at the incident, which has prompted the call out of the CRRT team.

2. CRRT Commander - the designated commander or assistant commander of the CRRT team on the scene of an incident.

NOTE: The scene commander has the overall authority and responsibility.

C. The CRRT commander will proceed to the scene and take charge of the CRRT personnel. The CRRT personnel shall carry out all reasonable requests made by the scene commander.

1. If no contact can be made with the CRRT commander, the assistant CRRT commander will remain in command and act as the CRRT commander. If the assistant CRRT commander is unavailable, the order of contact will be second assistant CRRT commander. If the second assistance commander is unavailable the order of contact will be the third assistant commander. If none of these are available, the ranking CRRT team member on duty will take command.

2. Once the CRRT commander has assumed command of the inner perimeter, the shift commander shall remain at the scene, but may re-focus his attention to his duties as overall shift commander for the entire city, village, twp., or as needed, but shall remain in command overall.

D. The fire department and EMS should be notified so they are ready to respond if needed. In the event injuries have already been sustained, evacuation of the injured should be made immediately in a safe manner as soon as it can safely be arranged. If EMS personnel can safely remove any injured from the inner perimeter they should do so. If, however, the risk factors are too great, the scene commander & CRRT commander shall decide the best course of action for removal of any injured with the safety of personnel considered.

III. CRRT Responsibility

A. The tactical members are responsible for the security of the inner perimeter. The team leader, as designated by the CRRT commander, is responsible for directing and coordinating the tactical team.

B. The negotiators will attempt to communicate with the suspect and will keep the scene commander/CRRT Commander advised of any developments. The negotiators will attempt to obtain the release of hostages without injury and the surrender of the suspect. The chief negotiator, as designated by the CRRT commander, is responsible for directing and coordinating the negotiators.

- C. All officers involved in the situation on both the inner and outer perimeters will remain under the control of the CRRT Commander until the situation is resolved.
- D. If it is determined by the scene commander that all attempts to obtain a negotiated release or surrender have failed and aggressive action is warranted, the tactical unit members will be given responsibility for neutralizing the situation. Chemical agents and or diversionary devices may be utilized at the discretion of the CRRT Commander.

IV. Public Information and Media Control

- A. Any news release or media contact shall be at the sole discretion of the OIC.

V. Criminal Investigation Responsibilities

- A. Criminal investigations responsibility shall be the sole responsibility of the requesting agency and not the CRRT members.

SWAT Team Training

The Metro Critical Response and Rescue Team requires that all personnel assigned to the team engage in training and readiness exercises and that all training be documented and the records be retained for future reference.

The purpose of this standard is to ensure that SWAT team members have ample opportunity to practice their special skills and develop their abilities to function effectively as a team. This is necessary because many skills are perishable and must be exercised in order to build and maintain proficiency. Operational simulations should be included in the training program, and if the agency also has a separate hostage negotiation team, its personnel should be required to train with the SWAT team.

Absence from Training

Team members may find that on occasion it will become necessary to be absent from training. Certainly every effort should be made to schedule your time around the CRRT training schedule so that conflicts are minimal. It is recognized that court cases, illness/injury, outside training classes and administrative demands may interfere.

It should be recognized by team members that when an absence from training occurs an immediate weakness is created within the team structure and additionally a void within the training documentation. Continued absences from training to the detriment of the team structure may be referred to the Executive Board for resolution.

Even though a team member may not be able to control the circumstances that would necessitate his/her absence from training, it does not eliminate the responsibility they have to justify their absence and complete make-up training, to the extent it is available.

It will be the policy of the Metro CRRT that when an absence occurs, the absent member will complete the appropriate documentation and forward the same to the CRRT Administrator. The documentation will state the reason for the absence and be accompanied by the signature of the absent member's Chief of Police. This document will then be entered into the training files for that year as a permanent record.

If the absence occurs on a date of training certification, the absent member becomes inactive until certification is obtained. However, it is at the discretion of the CRRT Commander to use the inactive member if needed for an activation.

Absentee documentation should be completed prior to the day of absence if possible. If circumstances do not permit, documentation should be completed and submitted within one week of the absence.

It is the responsibility of the absent member to contact the team instructor and coordinate any make-up session at the instructor's convenience.

CRRT Disciplinary Procedures

- A. Upon the violation of any Metro Critical Response and Rescue Team rule or regulation, the commander will document the incident and make notification to the Chief and the officer involved as well as the Executive Board with a recommendation for disciplinary action. Upon review of the violation, the Executive Board will then set a disposition against the infraction through the use of the following measures:
 - 1. Written reprimand with verbal counseling.
 - 2. Limited suspension from all unit activities.
 - 3. Expulsion from the unit.
- B. Any action taken by the Executive Board is final and will be communicated immediately to the officer involved and his/her respective chief.
- C. Any disciplinary action taken may be in addition to, or in correlation with, any departmental disciplinary action.

- A. Upon the recognition by the commander of characteristics indicative of excessive emotional stress in any team member, immediate contact will be made with that team member's Chief of Police, and a recommendation will be submitted to the executive board to initiate a case review, with possible psychological re-testing and/or counseling.
- B. If, in the opinion of the executive board, the request is justified, notification to the specific member's Chief of Police will be made along with a notification of limited suspension from all unit activities.
- C. Upon completion of a re-test, the executive board will reevaluate the team member's status and either reinstate or remove him/her from team membership.
- D. If re-testing is requested and the team member refuses to comply, he/she will then be removed from team membership.
- E. When a CRRT member is involved in a shooting, he/she shall be placed on administrative leave pending the investigation of the incident by all concerned agencies, i.e., *receiver agency, Summit County Prosecutor or Portage County Prosecutor's Office.

Anytime a CRRT member uses his weapon to inflict deadly force the weapon shall be turned over to the officer in charge of the host agency or his designate, for evidentiary purposes.

Notification of the shooting must be made to the Chief of Police (or senior-most officer available) of both the *receiver agency and the officer's (involved in shooting) Chief or senior-most officer available. This notification shall be made by any means available to the CRRT Commander.

*Receiver agency - the police department who has requested assistance from the Metro CRRT.

These procedures are not intended to be used as a standard of care in a negligence lawsuit but, rather, it is intended to be used as a set of guidelines to be followed during emergency and/or unusual situations in order to minimize the danger and risks of life, health and property.

Use of Force

Progressive Use of Force

I. Purpose

The purpose of this policy is to provide police officers with guidelines on the use of deadly and non-deadly force.

II. Policy

This team recognizes and respects the value and special integrity of each human life. In vesting police officers with the lawful authority to use force to protect the public welfare, a careful balancing of all human interests is required. Therefore, it is the policy of CRRT that police officers shall use only the force that is reasonably necessary to effectively bring an incident under control, while protecting the lives of the officer or another.

When CRRT members are involved in any situation that could create significant emotional stress, the CRRT Commander will make contact with the local Critical Incident Stress Debriefing Unit. Arrangements will be made to initiate a stress debriefing, which will be required attendance for all members. In the event that C.I.S.D. (Critical Incident Stress Debriefing) facilitators recognize characteristics in any member that would indicate the member is a possible threat to himself/herself or others, immediate notification to the member's Chief of Police will be made.

III. Definitions

- A. Deadly Force - any use of force that is likely to cause death or serious bodily harm.
- B. Non-deadly Force - any use of force other than that which is considered deadly force.

IV. Procedures

- A. Parameters for use of deadly force:
 - 1. Defense of life and significant threat to others.
 - a. An officer may use deadly force to protect himself or others from what he reasonably believes to be an immediate threat of death or serious bodily harm.
 - b. An officer may use deadly force to affect the capture and prevent the escape of a suspect where the officer has probable cause to believe that the suspect poses a significant threat of death or serious physical harm to the officer or others.
 - c. No distinction shall be made relative to the age of the intended target of deadly force. Self-defense and imminent threat shall be the only policy guideline for employing deadly force.
- B. Specific procedures relating to the use and discharge of firearms.
 - 1. A firearm used by a police officer against another human being is considered deadly force. The previously listed parameters are equally applicable to the use of firearms.

2. Police officers shall adhere to the following restrictions regarding the use and discharge of their firearm.
 - a. Before using a firearm, a police officer shall identify himself/herself as a law enforcement officer and state his intent to shoot, where feasible.
 - b. Warning shots are prohibited.
 - c. Officers are prohibited from discharging firearms when it appears a certainty that an innocent person will be injured.
 - d. Except for general maintenance, storage or authorized training, officers shall not draw or exhibit their firearm unless circumstances create a reasonable cause to believe that it may be necessary to use the weapon in conformance with this policy.
3. In addition to the self-defense situation and the arrest of a suspect as previously outlined, a police officer may also discharge a weapon under the following circumstances:
 - a. During range practice or competitive sporting events.
 - b. When the situation occurs, a firearm may be used in the following situations:
 - 1) For self-defense and/or defense of others;
 - 2) To prevent the suffering of a badly injured animal.

C. Parameters for use of non-deadly force:

1. Where deadly force is not authorized, officers should assess the incident in order to determine which non-deadly technique or weapon will best de-escalate the incident and bring it under control in a safe manner.
2. Police officers are authorized to use team-approved non-deadly force techniques and issued equipment for resolution of incidents, as follows:
 - a. To protect themselves or another from physical harm; or
 - b. To restrain or subdue a resistant individual; or
 - c. To bring an unlawful situation safely and effectively under control.

D. Training and qualifications:

1. Deadly weapons:

- a. Authorized handguns and shotguns utilized by CRRT members must be those that have been approved and registered through the officer's home agency. Additionally, the officer must have received departmental training on the handgun/shotgun utilized and be subject to passing annual state qualifications through his/her agency.

The CRRT members will be subject to CRRT tactical qualifications on these weapons as well.

CRRT specified weapons such as the submachine gun or scoped long gun must be those with which the team member has received training through the CRRT. Additionally, CRRT members will be subject to passing the state qualification as well as CRRT qualifications for any CRRT authorized weapon.

- b. The team shall schedule regular training and qualification sessions for CRRT approved weapons, which will be graded on a pass/fail basis.
- c. CRRT members who fail to receive a passing score with their CRRT approved weapon(s) in accordance with team testing procedures shall be relieved of their CRRT responsibilities.
- d. CRRT members shall not be permitted to carry any weapon with which he has not been able to qualify during the most recent qualification period.
- e. CRRT members that have taken extended leave or suffered an illness or injury that could affect his use of firearms ability will be required to re-qualify before returning to CRRT duties.

2. Less lethal weapons and methods:

- a. CRRT members are not permitted to use a less lethal weapon unless qualified in its proficient use as determined by training procedures.
- b. The following less lethal weapons are authorized:
 - (1) PR-24
 - (2) Electronic Control Device
 - (3) ASP Baton/Straight Baton
 - (4) OC.CS.CN
 - (5) Less lethal munitions i.e.; beanbags, rubber pellets, etc.

E. Reporting use of force:

1. A written report prepared according to team procedures will be required in the following situations:
 - a. When a firearm is discharged outside of the firing range.
 - b. When a use of force results in death or injury.

- c. When a less lethal weapon is used on a person.
 2. A supervisor from the receiver agency will be immediately summoned (if not already present) to the scene and will comply with investigative procedures as required by the department in the following situations:
 - a. When a firearm is discharged outside of the firing range.
 - b. When a use of force results in death or serious injury.
 - c. When a subject complains that an injury has been inflicted.
- F. Team response:
 1. Deadly force incident
 - a. Where CRRT member's officer's use of force causes death or serious physical harm, the officer shall be placed on administrative leave after completing all internal investigative requirements, and until it is determined by a mental health professional that the police officer is ready to return to duty.
 - b. The receiver agency shall conduct both an administrative and criminal investigation of the incident.
 - c. The Summit County Prosecutor's Office shall be immediately contacted any time a team member uses force that results in death or serious physical injury. Their investigation is not intended to replace or take the place of the receiving agency's criminal or administrative investigations. The order of contact shall be as shown on Attachment "County Prosecutors' Office Contacts"
 - d. If a team member uses force that results in death or serious physical injury within the jurisdiction of the Portage County Prosecutor's Office, one of the following prosecutors should be notified, as shown on Attachment "County Prosecutors' Office Contacts"
 2. Administrative review of critical incidents:
 - a. It is recognized when an officer is faced with a violent suspect, it may be necessary to employ unconventional techniques to control the situation and ensure officer safety. Such incidents must be thoroughly documented and justified.
 - b. All reported uses of force will be reviewed by the appropriate authority to determine whether,
 - 1) CRRT rules, policy or procedures were violated;
 - 2) The relevant policy was clearly understandable and effective to cover the situation;

- 3) CRRT training is currently adequate.
- c. All findings of policy violations or training inadequacies shall be reported to the CRRT Command for resolution and/or discipline.
- d. All use of force incident reports shall be retained as required by state law.
- e. There will be a regular review of use of force incidents by the appropriate authority to ascertain training and policy needs.

Flash/Noise Diversionary Devices

1. Purpose

The purpose of this policy is to provide CRRT officers with guidelines in the safe and proper use of the FNDD flash/noise diversionary device. The FNDD is an explosive device that, when properly deployed, produces six (6) to eight (8) seconds of physiological involuntary distraction which prohibits organized resistance.

2. Policy

Flash/noise diversionary devices are among the most useful tools to law enforcement today. Their continued use and availability is only possible through proper training, justification and deployment. Only team members authorized to deploy devices shall do so. No indiscriminate detonation of a flash/noise device will be permitted. All team members shall be trained, tested and certified in the safe use of flash/noise devices on an annual basis.

3. Procedures

- a. Special care shall be exercised when detonation is likely to be completed in a structure where children or the elderly are present.
- b. Due to the potential fire hazard, officers shall, whenever possible, visually inspect the area of their throw prior to detonation.
 - 1) Avoid clothing, paper, upholstery, etc.
- c. Although the FNDD flash/noise device has no separating sub munitions and fragmentation is near zero, flying objects are always a possibility. Officers shall deploy the FNDD avoiding areas that have loose objects present when possible.
- d. When handling FNDD's, safety equipment should be used by all personnel. Safety equipment would include, but is not limited to:
 1. Eye protection
 2. Ear protection
 3. Helmet
 4. Body Armor
 5. Gloves
 6. Ballistic or non-ballistic shield.
- e. Upon detonation of the FNDD, noxious smoke is produced. At the earliest convenience, officers shall ventilate the area of deployment for the benefit of officers, suspects, and civilians.
- f. With the production of a loud report, accompanied by a brilliant flash of light, exposure to the FNDD may produce sensory overload. After deployment, officer shall comfort and reassure those exposed.

4. Failure to Detonate

- a. Officer shall always have a back-up device ready to deploy.
- b. If a device fails to detonate, whenever possible, a second device will be immediately deployed.
- c. After securing the area, it will be necessary to remove the undetonated device:

- 1) Avoid handling, use a shovel or other object to move.
- 2) Before moving device, check for proper separation of pin and lever.
- 3) Immediately submerge device in a bucket of water and wait for at least 24 hours.

5. Justification

- a. CRRT officers may deploy a flash/noise device whenever a low-level lethality diversion is necessary to enable an entry to be made or an arrest to be effected.
 - 1) Barricaded suspect or hostage situation
 - 2) High risk warrant service
 - 3) Distracting a subject to allow apprehension or detention
 - 4) Any situation that has the potential of being a life threatening or violent confrontation.

6. Over Pressure Evaluation

In the event that a distraction device(s) is/are deployed the following over pressure testing procedure will be conducted:

1. Each room in which a distraction device was deployed will be cleared of all non-CRRT personnel.
2. Each room in which a distraction device was deployed will be diagrammed and measured.
3. Each room in which a distraction device was deployed will be subject to a test detonation. The FNDD used will be detonated in the exact location as the initial device, when possible.
4. Prior to detonation, an Anderson Blasgage will be positioned appropriately to measure possible over pressures produced by the test device.
5. The CRRT Chemical Munitions Officer or his designate will review and document the results of the testing. The data will be forwarded to Command personnel for inclusion in the activation report.

Chemical Munitions

1. Purpose

The purpose of this policy is to provide CRRT officers with guidelines for the proper use of chemical munitions.

2. Policy

The use of chemical munitions is an effective less lethal tool in subduing armed and dangerous persons, forcing a barricaded subject from a stronghold or dispersing a riotous crowd. It shall be the policy of the Metro Critical Response and Rescue Team that officers will only deploy

chemical munitions with the authorization of designated CRRT command personnel and in accordance with the proper escalation of force. Officers responsible for the deployment of such munitions shall be trained, tested and certified on an annual basis.

3. Procedures

- a. CRRT command personnel have full control of all chemical agents and their use.
- b. CRRT command personnel shall consult with the scene commander on the deployment of chemical munitions.
- c. Evacuation procedures shall be followed if innocent people are at risk of being contaminated.
- d. All officers involved in the deployment of chemical munitions shall be equipped with gas masks and gloves.
- e. Medical personnel shall be staged and prepared to render first aid to contaminated suspects, officers and/or civilians.
- f. CN, CS, OC and smoke are the only authorized agents utilized by CRRT.
- g. Chemical munitions use within a structure:
 - 1) Only non-burning type grenades and projectiles should be used, unless the suspects threat to human life is such that lethal force would be justified, and the device used is designed to minimize a potential fire hazard, and is contained in an accepted manner.
 - 2) Deployment of all chemical munitions shall be accomplished in the safest manner possible.
 - 3) CRRT command personnel, in conjunction with the chemical munitions officer, shall determine what type and amount of chemical munitions are to be deployed.
 - 4) The chemical munitions officer shall keep accurate records in regard to the chemical munitions issued, used and recovered.
 - 5) Fire department personnel shall be staged and prepared to control any fire that may be initiated.
- h. Chemical munitions in outdoor use:
 - 1) CRRT commanders shall designate what formations are to be used by officers on the strike or riot line.
 - 2) Burning projectiles are acceptable for use in an outdoor environment.
 - 3) CRRT command personnel, in conjunction with the chemical munitions officer,

shall determine what type and amount of chemical munitions to be deployed.

- 4) Chemical Munitions canisters are to be thrown on the ground or launched behind the strikers or rioters. Projectiles are to be fired behind the strikers or rioters. Wood or foam rubber "knee knockers" are to be fired at the ground and ricocheted towards the strikers or rioters.
- 5) In the event that he suspect(s) present a serious risk of death or injury to any person including himself, specialty impact weapons (less lethal munitions) may be direct fired at a suspect.
- 6) Any person struck with less lethal munitions by a Metro CRRT member shall be, when possible, transported to the hospital for evaluation.

I. Decontamination Procedures:

At the completion of the incident, the chemical munitions officer shall be responsible for initiating decontamination procedures as appropriate.

- 1) Policing area for expended munitions
- 2) Preparing area for ventilation
- 3) Distribute decontamination documentation

J. The Chemical Munitions Officer shall evaluate each incident where agents were deployed and prepare a written report addressing training and procedure.

Explosive Entry

1. Purpose

During the course of operations, tactical officers may be faced with the responsibility of gaining entry into a heavily-barricaded or fortified location. Typical means of forced entry in these situations (i.e., door rams) are rarely effective and may create an extreme hazard for entry personnel. In these instances, the tactical use of shape charges will provide a surgical breach that will provide an immediate access for entry personnel. Explosive entry also provides a distraction through shock and surprise that may prohibit organized resistance toward entry personnel.

2. Policy

All handling, purchasing, training, and tactical use of breaching charges will be authorized and supervised by a certified explosive entry officer, under the direction of CRRT Command Personnel.

Tactical use of breaching charges by CRRT will be in cooperation with the Summit County and Portage County Prosecutors offices regarding the justification for use and relative case law.

Selected CRRT tactical personnel will be required to submit to on-going training and testing relative to the use of breaching charges.

3. Equipment

Equipment needs for explosive entry are based upon specific breaching charges and firing devices.

a) Nonel Blasting Caps

1. Blasting caps are explosive devices necessary in the initiation of breaching charges.
2. Nonel blasting caps are not susceptible to radio frequency hazards or static electricity.

b) Detonating Cord

1. Detonating cord, commonly referred to as Det Cord, and also known as Prima Cord, Primex, Detacord, and detonating fuse contains a core of primary explosive known as PETN.
2. Det Cord is a flexible rope-like substance that can be cut and shaped for specific charges.

c) Nonel Firing Device

1. A firing device is necessary in the initiation and detonation of any explosive charge.
2. When initiated, the Nonel firing device transmits a low energy signal or spark, reliably through sharp bends or kinks to the blasting cap, which will detonate the explosive charge.

d) Types of Charges

1. Blasting caps, Det Cord, and firing devices are used to create folding linear charges, sliding hinge charges, water charges, frame charges, etc. Collectively, these charges are referred to as "shape charges."
2. Shape charges are so designated due to the flexibility of Det Cord, and the ability to cut it to specific lengths, and then additionally, shape it to meet the needs of entry personnel.

4. Training & Certification

a. Explosive Breaching Officer

1. An Explosive Breaching Officer can be any tactical member of CRRT that has undergone extensive training regarding explosive entry, and had been certified to purchase, handle, prepare and detonate breaching charges.
2. The certifying organization for the Explosive Breaching Officer must be approved by CRRT Command Personnel.

b. CRRT Personnel

1. Selected CRRT tactical personnel will be required to submit to annual training and testing regarding the use of shape charges for breaching.
2. Any member not successfully completing the training will not be permitted to participate, at any level, in the use of shape charges for breaching.

5. Handling & Purchasing

a. Handling, purchasing, and assembly of equipment relative to breaching charges will be authorized and under the supervision of the Explosive Breaching Officer.

b. A designated team member will be assigned to work as an assistant with the Explosive Breaching Officer. This position will be voluntary and is provided to assist the Explosive Breaching Officer in breaching charge assembly.

c. At no time is there to be unauthorized civilians or team members in the proximity of the assembly area for a breaching charge.

d. CRRT medics will always be available during the assembly and/or use of a breaching charge.

e. Only trained, tested and certified CRRT tactical members will have the authority to complete breaching charge placement and detonation during team activations.

f. Transportation

1. No additional fuel will be transported with breaching charges.

2. Fire extinguishers will be carried in vehicles that transport breaching charges.

3. At all times, breaching charges are to be secured to prevent them from loss or theft.

4. Smoking is not permitted within twenty (20) yards of a breaching charge.

5. Pre-assembled shape charges will be stored in an air/water tight container. Containers only to be opened by authorized personnel for purposes of training or actual use.

a) Containers will be secured within the transporting CRRT vehicles and not subject to jostling or movement.

6. Blasting caps must be carried in a metal container, stored separately from breaching charges.

g. When handling breaching charges, safety equipment should be used by all personnel. Safety equipment would include, but is not limited to:

1. Eye protection
2. Ear protection
3. Helmet
4. Body Armor
5. Gloves
6. Ballistic or non-ballistic shield.

6 Procedure

a. Justification for use

1. Justification for use of breaching is present when intelligence indicates that measures have been taken by persons to create a barricaded strong hold that would delay or prohibit the entry of law enforcement personnel.
2. Justification would also be present if, through intelligence, it is learned that the threat level is so great that entry through a non-conventional location would provide a measure of safety and an element of surprise.

b. Explosive Breaching Personnel

1. Cover Man

a. Responsible to cover the breaching team as they approach the location of charge placement.

2. Charge Placer

a. Responsible for carrying the charge and firing device.

3. Firer

a. Responsible for firing the device.

4. Shield Man

- a. Responsible for carrying the shield and protecting breaching personnel from blast at time of detonation.
- c. Explosive breaching positions can be completed through a three (3) or four (4) man team.

7. Documentation

In the case of a planned operation or crisis incident where a breaching charge is utilized, a Breaching Report will be completed. The breaching report will include all facts surrounding the detonation of the selected charge.

8. Failure to Detonate

Given the quality of equipment and training regarding the use of breaching charges, failed detonations are unlikely. If a failed detonation occurs, the following procedures will be addressed.

a) Failed Nonel Firing Device

- 1. Repeat firing procedure
- 2. Replace Nonel firing device primer
- 3. Repeat firing procedure

b) Failed Nonel Lead and/or Blasting Cap

- 1. Breaching team leader extracts breaching team personnel from staging to a safe location. (Based on possibility of compromise.)
- 2. The explosive breaching team will return to command staging with cover-man for supplemental Nonel firing device, Nonel lead and Nonel blasting cap.
- 3. The explosive breaching team will then approach the objective where the firer will replace failed components.
- 4. Firer will then detonate device.

CRRT Canine Unit

Any Canine Unit utilized by CRRT shall be required to meet State of Ohio certification standards. It shall be the responsibility of the agency that owns the canine to provide documentation that such certifications have been achieved. CRRT will assume no responsibility for testing and for certifying the canine.

The canine handler will meet all CRRT firearms and fitness standards and requirements for his/her age group.

CRRT Medic Unit

A. Purpose

The purpose of the Metro CRRT tactical emergency medical support group (TEMS) is to provide the team with personnel who have specialized training and equipment to meet the unique needs of the CRRT. TEMS will offer prevention and wellness care to team members, provide initial emergency medical care to team members, other police officers and civilians in the warm zone and help coordinate emergency care needs at the local hospital. Personnel with training in medicine across the barricade may provide assistance to the negotiators as requested. In addition, TEMS members will provide advice and safety issue concerns to the command staff as needed.

B. Goals and Objectives

1. To serve as a medical liaison and provide coordination between fire, medical and tactical units during CRRT activities.
2. To provide communication and coordination with the chief officer of the responding EMS unit of the authority having jurisdiction (AHJ) - usually the fire department chief or his designate. This includes establishing the safety of the medical staging area and obtaining any specialized equipment or personnel.
3. To assist the EMS personnel from the AHJ. This may include providing additional medics to work with the EMS team and thereby minimize the on-scene personnel requirements for the AHJ in a prolonged situation.
4. To make available specialized equipment on scene.
5. To provide specialized on-scene care for injured tactical officers. This may include temporizing management of non-serious injuries and illnesses, which will allow the tactical officer to continue functioning during the operation.
6. To develop first-aid training and equipment for the tactical officers.
7. To provide emergency care for injured canine units.
8. To provide documentation of health status of persons taken into custody by the CRRT prior to their release to the local police department and make recommendations for further immediate medical care vs. release for incarceration.
9. To advise the CRRT command staff concerning non-police safety issues such as environmental concerns, dealing with hazardous materials, medical issues with team members, or evacuation of injured parties.
10. To provide preventative medical support for team members.

C. Personnel

The team is committed to an objective, reproducible selection process, following the format for other team members.

1. Requirements for tactical medical personnel, pre-hiring considerations.
 - a. Firefighter-paramedic licensed in the State of Ohio and a member of a fire department in Summit or Portage County. The political subdivision of the servicing community, through which the candidate is employed, must have passed the CRRT Mutual Aid Resolution and have representation on the CRRT Board of Directors.
 - b. Three years field experience as a paramedic.
 - c. Must be in good physical health and must be capable of maintaining a high degree of physical fitness.
 - d. Must be a motivated fire-medical professional.
 - e. Must have shown a dedication to training and reliability in attendance.
 - f. Must have no disciplinary action filed in the past year with the fire department/EMS Unit.
 - g. Must have the approval and support of their service chief.
 - h. Must pass a background check.
 - i. Must pass a personal interview-oral review board with the Executive Board and the medical advisor and lead medic.
 - j. Must be of a nature and character that exemplifies a high level of self control and professionalism at all times.
2. Training Requirements
 - a. Personnel are required to meet the paramedic continuing education requirements for the State of Ohio including BCLS and ACLS certification or state approved equivalent course.
 - b. In addition, BTLIS or PHTLS training is mandatory.
 - c. A basic TEMS course, such as CONTOMS is highly desirable.
 - d. There is a required tactical medical orientation with the lead medic and medical advisor. In addition, a team orientation must be attended when available.
 - e. Continuing education will consist of at least two medical trainings a year.
 - f. Medics are required to attend at least 50% of the tactical trainings offered per year and become familiar with all aspects of tactical team operations including team SOPs, the chain of command, types of missions, special operations tactics and techniques, less lethal munitions, the force continuum and methods of communication.

D. Organization

1. The Tactical Medic Unit is organized as a non-transporting EMS unit licensed by the Board of Pharmacy in the State of Ohio and the DEA. The medical advisor shall be a board certified emergency medicine physician, licensed in Ohio and practicing in Summit or Portage County.
2. A lead medic will be designated by the team commander with the approval of the medical advisor. This medic will be responsible for organizational needs, scheduling training, maintaining equipment, and handling needed correspondence. Other duties may be assigned by the medical advisor or team commander. Duties may be delegated to other team medics under the lead medic's supervision. The lead medic or Medical Advisor will participate in the oral review board activities.

E. Operational and Deployment Issues

1. On receiving notification of training or an activation, the medic will notify the lead medic or his designate of their availability. If a medic will be out of town or otherwise unavailable, they are required to notify the lead medic of that status.
2. Medics will report on scene to the lead medic or the medical advisor. If neither is present, the medic will report to the CRRT Commander.
3. Establishment of the tactical medic sector includes:
 - a. Obtain a briefing from the command staff regarding any special needs for this situation.
 - b. Request an EMS unit if not on scene and coordinate communications between them, any fire units needed, and the command staff. In high risk warrant situations, you must obtain approval from the command staff before notifying the local EMS. You may have them stage at the fire department of there may be no notification.
 - c. Establish a safe staging area for the medics in close proximity to the Tactical Command Unit.
 - d. Obtain and review medical equipment.
4. The tactical medics will provide on-going communications between medical and fire personnel and the command staff.
5. The tactical medic will assist the EMS team of the AHJ at the scene. If transportation is necessary, additional medic units will be called. The tactical medic will assure the presence of at least one EMS unit on scene at all times, unless directed otherwise by command staff. If treatment has been initiated by a tactical medic that exceeds the training/standing orders of the EMS team, a tactical medic will accompany the patient in transport.
6. The tactical medic will be responsible for the initial evaluation and field stabilization of injured CRRT officers as well as other police officers and civilians until they can be safely evacuated to the cold zone and care is assumed by the local EMS. A tactical medic will accompany an injured CRRT member to the hospital whenever possible.
7. The tactical medic will be responsible for the initial evaluation and field stabilization of any person taken into custody by the CRRT. Persons may be turned over to the EMS team if they require further medical care. Persons may only be released back to police custody with the

approval of Code 1 status by medical control.

8. The tactical medic is responsible for the documentation of all activities, including run reports, patient refusals, a medical pre-plan, Data Collection System, Incident and Casualty Report Forms (CONTOMS). A written report shall be filled out after every activation and signed by all medical personnel present. A copy of all forms shall be submitted to the team commander, the medical advisor and the lead medic.
9. Written medical plan for every incident and training will include:
 - date, time and type of incident
 - medic in charge
 - all medical personnel on scene
 - medic in charge of writing reports: run reports, casualty reports, incident reports, debriefing report and letter to local fire chief
 - safety issues noted and type of advice given
 - note hospital informed - medical control
 - note EMNS requested and where staged, personnel involved
 - note LZ and Life Flight/Medflight notified for standby status if indicated
 - medical advisor contacted post incident if not on scene
10. Medics will attend all briefings and debriefings and CISD activities as scheduled.
11. The tactical medic shall serve as the safety officer for non-police considerations.
12. All policies in administrative manual will be followed.
13. Any time any medical advice is given to a team member, a record of that should be generated. If it is of a general nature - like how to care for poison ivy to the whole group, this may be reported on the incident medical report. If the advice is given to a single person, or of a more confidential nature, write a note with date, time officer involved, nature of questions, nature of advice, sign and send to the medical advisor.

F. Medical Policies

1. Treatment Policy

Whenever the medic is requested to provide medical evaluation and/or treatment, the patient will be assessed, a chart generated, and medical control at AGMC contacted.

2. Patient Refusal

If a patient wishes to refuse treatment or transport, the paramedic will complete a patient refusal checklist, document on the chart that the checklist has been completed, and attach the checklist to the chart. Contact medical control at AGMC for authorization to accept the refusal.

3. DOA Protocol

A DOA is that patient who, under no observation or availability of history as to the onset of cessation of vital functions, is found to be unresponsive and in full cardiopulmonary arrest. The patient may manifest such findings as fixed, dilated, unreactive pupils, injuries incompatible with life, decomposition, rigor mortis, or dependent lividity. In the event that information is available that the onset of cessation of vital functions occurred within 20 minutes prior to examination (30 minutes in children), regardless of cause, or in the presence of any vital functions or pupillary response, or if any doubt exists, resuscitative measures are to be instituted.

4. Universal Precautions

Blood and body substance procedures are to be followed on all patient encounters.

5. Transport Policy

If the patient needs care beyond that permitted by standing orders, and in all patients who require ambulance transport, the patient is to be referred to the ambulance service designated by the authority having jurisdiction. If the medic has administered a treatment beyond the level of training or standing orders of that ambulance crew, the medic must accompany the patient to the hospital unless their medical control is willing to accept patient responsibility.

Any police officer with an on-duty injury should be encouraged to receive on scene medical evaluation and transport to an ED for definitive medical care. This is especially important in the asymptomatic patient with a GSW to body armor or less lethal ammunition strike to head, neck or torso.

As a general rule, the police officer will be transported to his/her hospital of choice. You are to strongly encourage the following specialized transport considerations.

- Penetrating eye injuries - Summa - St. Thomas
- Orthopedic injury only - Akron General Medical Center or Summa - St. Thomas Hospital
- Significant trauma - Akron General Medical Center or Summa - Akron City Hospital
- Inhalation/chemical exposure - Akron General Medical Center

6. Medical Complaint Policy

- a. All complaints regarding EMS activities received by anyone in the CRRT will be referred to the team commander and the medical advisor. All complaints will be requested to be in writing with as much documentation as is available. Complaints of an administrative (i.e., non-medical) nature will be handled by the standard CRRT policy.
- b. The medical advisor will notify the individual regarding the specifics of the complaint, and arrange a meeting with the medic, team commander, and medical advisor to review the complaint.
- c. The medical complaint procedure will result in a finding of either unsubstantiated, a deficit in knowledge or a performance problem. An education remediation program to meet a knowledge deficit will be developed for the individual. Inadequate performance may be

addressed by educational remediation, with or without suspension, or termination.

- d. All actions by the medical advisor arising from medical complaints shall be provided in a timely manner (generally within thirty days), be consistent with recommendations which resulted from previous similar situations in the EMS service, and be nondiscriminatory in nature. They should take into consideration the EMT's record of patient care performance as well as previous patient care incidents involving the EMT, and be responsive to the particular needs of the EMT. (from NAEMPS)
- e. If the medic or complaining party is not satisfied with the results of the procedure, they may request an arbitration - dispute resolution proceeding within thirty days following receipt of the results.
- f. If the dispute is not resolved to the satisfaction of all parties, the issue will be referred to the Regional Physical Advisory Board (RPAB).
- g. Complaints relating to alleged violations of Chapter 4765 of the Ohio Revised Code or Chapters 4765-2 to 4765-10 of the Administrative Code shall be referred to the State EMS Board.

G. Standing Orders

The following are standing orders for procedures, which may be performed by certified paramedics while they are on duty for Metro CRRT.

1. Drug List

- Cyanide Antidote Kit (Lilly)
- Epinephrine 1:1000 0.4cc s/c, up to 0.5 cc IVP
- Ketorolac (Toredol) 60 mg IM or 30 mg IVP
- Morphine sulfate: 5 mg IVP, may repeat as needed
- Naloxone 2 mg IVP, MR x 1
- Normal saline or ringer's lactate IV solution
- Oxygen
- Solu-delta-cortef/prednisolone sodium succinate powder 500 mg/10 ml for veterinary use
- Tetracaine 2 gtts in affected eye, may repeat as needed
- Proventil, MDI - two puffs/one minute apart, can be repeated every six hours.
- Over the counter meds will be made available to tactical officers per their request.

Advil

Band-Aids

Benadryl cream

Cold Tablets

Cough drops

Immodium

Neosporin ointment

Sucrets

Suphedrine

Tums

Tylenol

2. EMT-A Procedures

EMT-A procedures may be performed per standard RPAB - Region 8 Protocol

3. IV Access

Start an IV line or saline lock for any situation which requires or may require fluid resuscitation or drug administration. Only peripheral sites, including external jugular, and femoral vein are permitted. In-dwelling catheters and shunts may be accessed if needed.

4. Airway

In addition to standard EMT-A maneuvers, needle decompression of the chest (needle thoracotomy) is permitted for a suspected tension pneumothorax. Endotracheal and nasotracheal intubation are permitted as needed. The use of the Combitube and needle cricothyroidotomy are permitted as needed. The Ashmann Valve may be used on sucking chest wounds.

5. Pain Control

Medics may administer morphine or ketorolac to an injured CRRT member or associated police officer. Ketorolac (Toredol) is administered as 60 mg IM or 30 mg IVP and is not repeated. Morphine is administered as 5 mg IVP and may be repeated every 5 minutes as needed for pain control. Morphine may not be administered IM without a physician's order. Ketorolac and morphine may be administered together. Vital signs and LOC must be monitored and naloxone must be available. Naloxone may also be used in suspected cases of drug overdose.

In persons who are asthmatic, inquire about aspirin allergy/sensitivity before giving Toredol. Since it is a non-steroidal, there may be some cross sensitivity.

6. Eye Contamination

The most effective way to flush the eye requires eye anesthesia. This is accomplished using tetracaine - 2 drops to the affected eye, may repeat as needed.

7. Severe Allergic Reaction/Anaphylactic Shock

Epinephrine 1:1000, 0.4 cc s/c may be administered. If no response, after IV line is established, give up to 0.5 cc very slow IVP (over 5 minutes).

8. Cyanide Antidote Kit

Amyl nitrate pearls: crush pearl and have patient inhale for 30 seconds, breath oxygen for thirty seconds, repeat sequence until sodium nitrite loading is completed. May be placed in ambu bag.

Sodium nitrite: administer 10 ml of the 3% solution slow IVP over 3 minutes.

Sodium thiosulfate: administer 50 cc IV bolus over 10 minutes. Closely monitor BP and cardiac monitor when available.

9. Respiratory Distress

Patients with wheezing and respiratory distress may be treated with Proventil MDI - two puffs, one minute apart. This may be repeated once in 6 hours. Further respiratory distress will require transport and ED evaluation.

10. Canine Policies

The medic may treat only canine units assigned to CRRT and only with the dog handler's permission.

- For a dog in full arrest, intubate and begin CPR. Start an IV of NS TKO - W/O for trauma arrest. Administer 1 mg epinephrine IV or IC q 5 minutes.

- Stop resuscitation at 15 minutes if there is no response.

- In the case of a severely injured dog, the medic may intubate as needed. Start an IV of NS w/o, and administer one amp of steroids - prednisolone 5 mg/Kg IVP.

11. Preplan for Clan Lab Raid.

- Lead medic should be advised at least 24 hours in advance to obtain the following items: from SCHMRT - explosive atmosphere tester, seranex suits, silver shield gloves; from AGMC - cyanide antidote kit.

- At time of callout, advise medics to bring SCBA's from home department.

- During staging, plans for dry decon and medical surveillance should be made.

- Decision to call SCHMRT is that of command staff. If that decision is made, the medic will contact the fire chief of the local department and request a one zone call out for an "unknown spill" to stage at the local fire department.

12. Major Trauma Protocol

Hot Zone - Care will be rendered by tactical officers.

Manually open airway, maintain spinal alignment.

Control severe bleeding with direct pressure or tourniquet.

Extricate

Warm Zone - The benefits of medical intervention must be carefully weighed against the risk of operating in the warm zone.

Triage patients

Airway maneuvers including intubation or cricothyroidotomy

Manual methods may not be feasible depending on movement

Needed to cold zone

Decompress tension pneumothorax

Cover major traumatic defect with petroleum gauze and dressing
Cervical stabilization for blunt trauma
Hemorrhage control - be more liberal with tourniquets if there will be limited ability to maintain pressure during movement to cold zone
IV access - normal saline or saline lock. If patient has only external hemorrhage that has been controlled, give 20cc/Kg and reassess. Repeat if still in shock. If patient has uncontrolled external hemorrhage or internal hemorrhage is suspected, run IV at a rate sufficient to maintain peripheral perfusion - i.e., radial pulse analgesia.

Cold Zone -

- a. Scene size up
 - body substance isolation precautions
 - scene hazards
 - number of patients
 - need for more help or equipment
 - mechanism of injury
- b. Initial assessment
 - general impression of the patient
 - level of consciousness
 - airway
 - breathing
 - circulation
- c. Determine load and go situation
 - decreased level of consciousness
 - abnormal respirations or chest exam
 - abnormal circulation - shock
 - signs of conditions that rapidly lead to shock: tender, distended abdomen, pelvic instability, bilateral femur fractures
- d. Place patient on long backboard if available - may use SKED
- e. Give 15 l/min oxygen by nonrebreather mask when available, assist ventilations as needed with BVM. Relieve airway obstructions.
- f. CPR if needed - blunt trauma cardiac arrests generally should not be resuscitated.
- g. Control major external bleeding - remove tourniquets if possible.
- h. Transport - goal is scene time under 5 minutes.
- i. Contact receiving hospital en route. EMT may request trauma team earlier.
- j. Start one large bore IV normal saline if not already done. If patient has only external hemorrhage that has been controlled, give 20cc/Kg and reassess. Repeat if still in shock. If patient has uncontrolled external hemorrhage or internal hemorrhage is suspected, run IV at a rate sufficient to maintain peripheral perfusion - i.e., radial pulse.

- k. Perform rapid trauma survey or focused exam.
- l. Perform detailed exam as time permits.
- m. Perform ongoing exam - monitor patient with cardiac monitor, pulse oximeter, reassess vital signs and initial assessment every 5 minutes during transport.
- n. Splint fractures, inspect and dress wounds.

CRRT Chaplain Unit

A. Purpose

The purpose of the Metro CRRT Chaplain Unit is to provide the team personnel, member jurisdiction and victims with resources, which would not be practical or prudent for current CRRT divisions in any given crisis. To provide a buffer between the “rule of law” and the “realities of life”, for both officer and offended. Bringing glory to our God through a service in His name to our fellow officers, victims and support staff.

B. Goals and Objectives

1. To act as a liaison and provide coordination between various victims' rights resources and officer support services.
(See attached list)
2. To act as liaison and representative for the Team with various C.I.S.D. teams. Providing reciprocity for such services that have been offered to the CRRT Team in time of need.
3. To act as an apologist to the public on Team actions, methods and procedures so as to gain voluntary compliance of displaced persons during evacuations. To assist with evacuations in non-hazardous environments as may be directed by Command Staff.
4. To seek out the "human factor" in various crisis and seek to meet those needs, or direct support to those in need.
5. To provide officer training, referral and council for stress management or post-traumatic stress incidents.
6. To provide insight for officers' spouses, children, other family members or significant others relative to the Team's expectations, inherent hazards, safety and support systems.
7. At the direction of the Command Staff, to act as a "Media Officer" for victims to keep them "in the loop" during the crisis.
8. To provide various logistic assistance for both officers and victims as might be needed or directed by the Command Staff.
9. To provide "ceremonial representation" for the CRRT Team at area officer or officer family funerals, benedictions, local churches, speakers' bureau services or other functions as may be requested by the Command Staff.
10. To assist member jurisdictions with death notifications and subsequent support as may be requested and approved by the Command Staff.
11. To act as an "interested, yet disinterested" confidential sounding board on various issues for members, families and Command Staff.

C. Personnel Staffing and Considerations

1. Requirements for Chaplain (Pre-appointment)
 - a. In as much as the very title "Chaplain" suggests a spiritual foundation, a candidate should be either: an ordained Minister with a Church body which is licensed and recognized as such by the State government in which it originates; or a Licensed Pastor within a Church body recognized by the State in which it originates; or a lay person who functions under the direct supervision of and has the endorsement of the Ecclesiastical Authority of a Church body or Pastor licensed by the State government in which it originates.
 - b. Someone with a demonstrated heart for service to the needs of others.

- c. Someone who lives within or works within one of the member jurisdictions.
- d. Must submit to and pass a background check.
- e. Must pass a personal interview and have the unanimous approval of the Command Staff and Executive Board.
- f. Display moral, ethical and spiritual maturity.

2. Requirements for Chaplain (Post-appointment)

- a. Be willing to meet with Command Staff as requested.
- b. Review and learn CRRT policy, procedures and tactical methods to a degree that they can answer for the Team as provided in the Goals and Objectives.
- c. Assist with Team training as may be requested by the Command Staff. (Both participating and conducting training as directed).
- d. Make him/herself available for council or referral to council as needed in a non-proselytizing manner, without compromising his/her personal values and faith.
- e. Be available for Team activation and call outs.
- f. Be willing to conduct community, family or departmental informational meetings as requested by the Command Staff.
- g. Affirmatively seek out areas of service to Team members, families and victims as described in the Goals and Objectives.

D. Organization

- 1. A lead Chaplain will be designated by the CRRT Command Staff with the approval of the Executive Board. The lead Chaplain will be responsible for organizational needs, scheduling, training, equipment maintaining, reporting and any other correspondence needed. The lead Chaplain will recruit and pre-screen candidates as the Team may have need.
- 2. At the direction of the lead Chaplain, and with the approval of the Command Staff, Chaplains will be assigned for “on call” periods on a rotating basis, 24/7.

E. Procedures

1. Team Activation

- a. The “on call” Chaplain will respond to the designated member jurisdiction in the same manner that other CRRT members do.
- b. With the assistance of the Command Staff, the Chaplain will assess those areas for which service might be needed and set out to establish means for meeting those needs.
- c. The Chaplain will notify other Team Chaplains or member jurisdiction Chaplains for assistance as needed.
- d. The Chaplain will take no direct action without the knowledge and consent of the Incident CRRT Commander.
- e. The “on call” Chaplain will act as a communication link between the Chaplains Unit, all other CRRT divisions, and the Command Staff.
- f. The “on call” Chaplain will provide a written report to the Command Staff as to the services provided during the CRRT activation.

2. Team Training

- a. The lead Chaplain will designate a member of the Chaplain Unit to attend the opening of

each CRRT training session. The designated member will then remain or participate as requested by the Command Staff.

- b. The Chaplain Unit may provide training or other support materials to the CRRT at this time as approved by the Command Staff.

3. Other Services

- a. The Chaplain Unit will seek to make its services available to members, family and victims as outlined in the goals and objectives at all times.
- b. Should services or referrals be made available during non- training or call out times, the Chaplain will provide the Command Staff with a brief notification of the services or referrals offered. Such notifications will be made by telephone or personal contact as soon as possible/practical after the contact or referral, and followed by mention in a monthly activity report. Every effort will be made to protect the confidentiality of the requestor and the need.

Metro Critical Response & Rescue Team Rules and Regulations

RULE # 1 VIOLATION OF RULES

Members of the CRRT shall not commit any acts or omit any acts, which constitute a violation of any of the rules, regulations, directives or orders of the CRRT whether stated in this rule or elsewhere.

RULE # 2 UNBECOMING CONDUCT

Members of the CRRT shall conduct themselves, at all times, both on or off duty, in such a manner as to reflect most favorably on the team. Unbecoming conduct shall include that which brings the CRRT into disrepute or reflects discredit upon any individual as a member of the CRRT, or that, which impairs the operation, or

efficiency of the team or the individual, or insolent conduct to any other member. CRRT members will, at all times, respond with honesty and truthfulness during any proceeding.

RULE # 3 REPORTING FOR DUTY

Members of the CRRT shall report for duty at the time and place required by assignment or orders and shall be properly equipped and cognizant of information required for the proper performance of duty. Members shall adhere to the absenteeism policy of the CRRT and shall make immediate notification (as is possible) to the command staff of any anticipated or unforeseen absence.

RULE # 4 FICTITIOUS ILLNESS OR INJURY REPORTS

Members of the CRRT shall not feign illness or injury, falsely report themselves ill or injured or otherwise deceive or attempt to deceive any official of the CRRT as to the condition of their health.

RULE #5 POSSESSION OF DRUGS - USE OF TOBACCO PRODUCTS

Members of the CRRT shall not possess or use any controlled substances, narcotic or hallucinogen, which could affect or impair their ability to function in their job, except when prescribed in the treatment of the member by a physician or dentist. When any controlled substances are prescribed, members shall notify the CRRT Commander.

Members shall only use tobacco products at such time during activations and/or training when inactive (on break), and in a manner that the use of such does not offend or disturb others.

RULE # 6 UNSATISFACTORY PERFORMANCE

Members shall maintain sufficient competency to properly perform their duties and assume the responsibility of their positions. Members shall perform their duties in a manner that will maintain the highest standards of efficiency in carrying out the function and objectives of the CRRT.

Unsatisfactory performance may be demonstrated by failure to follow policies and procedures of the CRRT, failure to produce timely documentation as required by command personnel, team leaders or other designated CRRT personnel, failure to pass any required qualification for membership, or in any way fail to conform to the work standards established by the CRRT.

In addition to other indicators of unsatisfactory performance, the following will be considered prima facie evidence of unsatisfactory performance: repeated infractions of the rules, regulations, directives or orders of the CRRT.

RULE # 7 USE OF ALCOHOL ON DUTY OR IN UNIFORM

Members of the CRRT shall not consume intoxicating beverages while in uniform or on duty. Members of the CRRT shall not appear for duty or be on duty while under the influence of intoxicants to any degree whatsoever, or with an odor of intoxicants on their breath. Members of the CRRT, while off duty, shall refrain from consuming intoxicating beverages to the extent that it results in impairment, intoxication or obnoxious or offensive behavior which discredits them or the CRRT, or creates excessive absenteeism in responding to team activations.

RULE # 8 INSUBORDINATION

Members of the CRRT shall promptly obey any lawful orders, requests, instructions or directives relative to the day-to-day operations, given by the Commander, Assistant Commanders or team instructors. This will include orders or instructions relayed from the Commander or Assistant Commanders by an officer of the same or lesser rank.

RULE # 9 ABUSE OF POSITION

A. USE OF THE OFFICIAL POSITION OR IDENTIFICATION.

Members of the CRRT shall not use their official position for:

1. Personal or financial gain.
2. Obtaining privileges not otherwise available to them except in the performance of duty.
3. Avoiding consequences of illegal acts. Members shall not lend to another person their identification cards or uniform, or permit them to be photographed or reproduced without the approval of the CRRT Commander.

B. USE OF NAME, PHOTOGRAPH OR TITLE

Members of the CRRT shall not authorize the use of their names, photographs or official titles that identify them as CRRT members in connection with testimonials or advertisements or any commodity or commercial enterprise without the approval of the CRRT Commander.

RULE # 10 COURTESY

Members of the CRRT shall be courteous to the public and to fellow members. Members shall be tactful in the performance of their duties, and shall control their tempers and exercise the utmost patience and discretion and shall not engage in argumentative discussions, even in the face of extreme provocation. In the performance of their duties, members shall not use course violent, profane or insolent language or gestures and shall not express any prejudices concerning race, sex, religion, politics, national origin, lifestyles or similar personal characteristics.

RULE # 11 PUBLIC STATEMENTS AND APPEARANCES.

Members of the CRRT shall not publicly criticize or ridicule the CRRT, it's policies or other members, by speech, writing or other expression where such speech, writing or other expression is defamatory, obscene, unlawful, undermines the effectiveness of the CRRT, interferes with the maintenance of discipline or is made with reckless disregard for truth or falsity. Members of the CRRT shall not address public gatherings, appear on radio or television, prepare any articles for publication, act as correspondent to a newspaper or periodical, or release or divulge investigative information or any other matters of the CRRT while holding themselves out as representing the CRRT in such manner without proper authority.

RULE # 12 PERSONAL APPEARANCE

Members of the CRRT, on duty, shall wear uniforms in accordance with the rules and regulations, except when acting under proper and specific orders from the Commander. Members on duty shall maintain a neat, well-groomed appearance.

RULE # 13 TELEPHONE / CHANGE OF ADDRESS

Members of the CRRT on duty, shall have telephones in their residences and shall immediately report any change of telephone numbers or addresses to their Commander and to such other persons as may be appropriate.

RULE # 14 ABUSE OF PROCESS

Members shall not intentionally make false accusations of a criminal charge.

RULE # 15 USE OF CRRT ISSUED EQUIPMENT

Members of the CRRT shall use CRRT equipment for its intended purpose and in accordance with established CRRT procedures, and shall not abuse, damage or lose CRRT equipment. All CRRT equipment issued to members shall be maintained in proper order. Equipment will be returned to the CRRT Commander upon request, replacement or termination of service.

CRRT members shall take great care in the transportation and storage of CRRT issued equipment. Equipment

carried and or stored in a motor vehicle shall be secured out of sight and shall be secured behind lock and key in either the trunk or vehicle interior. CRRT equipment stored at the member's residence shall be secured behind lock and key and never accessible to unauthorized persons or children.

RULE # 16 TREATMENT OF PERSONS IN CUSTODY.

Members of the CRRT shall not mistreat persons who are in their custody. Members shall handle such persons in accordance with the law and CRRT procedures.

RULE # 17 USE OF FORCE

Members shall not use more force in any situation than is reasonably necessary under the circumstances. Members shall use force in accordance with the law and CRRT procedures.

RULE # 18 USE OF WEAPONS

Members shall not use or handle weapons in a careless or imprudent manner. Members shall use weapons in accordance with the law and CRRT procedures.

RULE # 19 ARREST, SEARCH AND SEIZURE

Members shall not make any arrest, search or seizure, which they know or should have known, is not in accordance with the law and CRRT procedure.

RULE # 20 REPORTS OF INJURY OR ILLNESS INCURRED IN TRAINING OR CALLOUTS

Members of the CRRT shall immediately report any injury or illness incurred as a result of CRRT training or callouts to the CRRT medic staff.

RULE # 21 FALSIFICATION OF DOCUMENTS

Members of the CRRT shall complete all documentation with the highest degree of honesty and integrity. Members shall not falsify any document including required testing forms as well as member activation reports.

COUNTY PROSECUTORS' OFFICE CONTACTS

Summit County Prosecutor's Office

- | | | |
|----|-------------------------------------------|-----------------------------------------|
| 1. | Sherry Bevan Walsh
Pager
Cell Phone | 528-3176 (Home)
713-2325
687-9394 |
| 2. | Mary Ann Kovach
Cell Phone | 836-6639 (Home)
687-3215 |
| 3. | Michael E. Carroll
Pager | 836-7512
713-2459 |

Portage County Prosecutor's Office

- | | | |
|----|------------------------------|-----------------------------|
| 1. | Victor V. Vigluicci
Pager | 325-0180
710-1211 |
| 2. | Fran Ricciardi
Pager | 297-9035 (Home)
710-1212 |
| 3. | Eugene Muldowney
Pager | 651-5080
710-1215 |
| 4. | Paul Gallagher
Pager | 923-2257
710-1214 |
| 5. | Thomas Buchanan
Pager | 296-7971
710-1213 |