

## Section 6: Jail Emergencies Response Plan

Subject: Natural Disaster

Minimum Standard: 5120:1-8-03(B)(4)

Revised: 10/2008, 12/2011

Authorized: \_\_\_\_\_ Effective date: \_\_\_\_\_  
Sheriff Paul A. Sigsworth

### POLICY

The Erie County Jail shall have policies and procedures, and practices which evidence that there is a plan that guides the jail's response to emergencies. All jail personnel will be trained in the implementation of the emergency plan. The emergency plan will include procedures to be followed in situations that threaten jail security.

### DEFINITION

A jail emergency can be, but not limited to, escape, hostage situation, fire, riot, food poisoning, civil disturbance in the community, natural disaster, suicide, other death, outbreak of contagious disease, inmate strike and other disturbances, bomb threat, or any action that affects or jeopardizes the security of the Erie County Jail and/or the safety of the inmates and/or staff.

### PROCEDURE

#### A. Policy:

1. It is the policy of the Erie County Jail to provide in the event of a natural disaster (i.e. tornado, earthquake, etc.) to the facility, a means to safety and securely evacuate the inmates.

#### B. Response:

1. Notification: In the event of a natural disaster that directly affects and jeopardizes the security of the facility and safety of the inmates, the Shift Supervisor shall:
  1. Notify the Jail Administrator and/or Sheriff.
  2. Notify Dispatch to:
    - a. Summon all available law enforcement personnel to aid in the evacuation of inmates.
    - b. Alert Perkins Township Fire and EMS to have a squad standby for possible medical assistance.
2. Lock Down Facility:
  1. The Shift Supervisor shall order an immediate lock of the jail or relocation to an area that can be deemed safe.
  2. All inmate movement shall stop.
    - a. i.e. Programs, Visitation, Medication Pass, etc.
  3. Inmates will not be accepted for booking or released until authorized by the Sheriff or Jail Administrator.
  4. An emergency head count will be conducted and all inmates and staff will be accounted for.

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3. Evacuation Plan: Inmates in the affected area shall be moved to a designated area as follows if safe passage is accessible;
  1. Inmates housed in Zones #1 or #2 (A and B Control) shall be moved to;
    - a. Classroom
    - b. Indoor Recreation Area
    - c. Outdoor Recreation Area
  2. Inmates housed in Zone #3 (E Control) shall be moved to;
    - a. Classroom
    - b. Indoor Recreation Area
    - c. Outdoor Recreation Area
    - d. Holding Area / Female Visitation / Medical Area / Segregation and Classification Pods
  3. If it is deemed necessary to evacuate a section or the entire jail outside, inmates will be directed to the outdoor area within the chain link fenced boundaries of the Erie County Jail.
  4. In the Event of any evacuation from the jail, dispatch will be contacted to request assist from local law enforcement personnel to provide an outside perimeter security and supervision of evacuated inmates.
  5. Support Staff and Volunteers will be escorted outside the building using the safest route possible.
4. The Sheriff, Jail Administrator, or Shift Supervisor shall be responsible for directing and coordinating all personnel in the evacuation of inmates to safety.
5. The Officers from each control area will retrieve the most recent roster and photos of the inmates from the evacuated areas.
6. When any evacuation has taken place, the shift supervisor will be responsible for ensuring a head count of all evacuated inmates is conducted.

#### **C. Reporting:**

1. All corrections officers involved are required to submit a detailed written report of the incident as soon as possible. The Shift Supervisor will place an ND (Natural Disaster) Event in the Shift Log of the Jail's Record Management System.

#### **D. Evaluation:**

1. A complete evaluation of the Natural Disaster, including circumstances that led up to and action taken by corrections staff, will be conducted by the Jail Administrator.
2. The Jail Administrator will present all findings of the evaluation in writing to the corrections staff and the Sheriff.