

SHERIFF OF GARFIELD COUNTY

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GARFIELD COUNTY SHERIFF'S OFFICE POLICY / PROCEDURE PATROL

SUBJECT: CALL-OUT / NOTIFICATION

EFFECTIVE DATE: January 01, 2024

POLICY:

Patrol personnel will adhere to a consistent chain-of-command structure when situations present themselves that require either additional assistance or, notification of supervisory personnel. Personnel are encouraged to contact the next level of supervision anytime a question exists as to the correct action to be taken.

PURPOSE:

The supervisory level of personnel required to be notified is directly proportional to the seriousness of the situation. Since the responsibilities of each level of supervision vary, mandatory notification of certain types of situations is necessary to maintain proper decision making and insure that correct action is taken by the acceptable level of supervision. Supervisory personnel are available as a support mechanism for all personnel.

METHOD:

A notification is NOT an automatic call out, but rather to present the Supervisor or on-call Detective with information that the Deputy, Corporal or Sergeant believes that person should be made aware of prior to business hours the following day. If providing notification is routine and no exigency exists, an email or text message may be sent to the Supervisor and/or Investigations Commander notifying them of the call for service or information.

However, if the Deputy, Corporal or Sergeant requires the assistance of the Supervisor or on-call Detective, they will request such assistance. If the Supervisor or on-call Detective determines that assistance is necessary, they will respond accordingly.

When attempting to contact any personnel via telephone, cell phone, e-mail or text, a reasonable amount of time should be allotted for a response before attempting the next person on the list.

All personnel may, at any time, attempt to contact supervisors or those members with specialized duties or training for questions or advise. These personnel may include Emergency Operations, Detectives, Task Force Officers, various instructors, k-9 handlers, Drug Recognition Experts, etc. If it is determined that additional personnel are needed, follow the notification process below. **When notification is being made, each level of supervision is responsible to notify the next level.**

Since the call-out / notification process should be implemented when no supervisory personnel are on duty or readily available, the following procedures will apply:

When a Deputy is required to notify a supervisor:

- The Patrol Deputy shall contact the next Corporal/Sergeant scheduled for a duty shift
- If no response is received, attempt to contact the following personnel in order:
- Corporal/Sergeant on the opposite side of the schedule assigned to the same shift (day shift-day shift, night shift-night shift)
- The remaining Corporal/Sergeant
- Patrol Commander
- Investigations Commander
- Undersheriff
- Sheriff
- Emergency Operations
- A senior Deputy

When a Deputy, Corporal or Sergeant is required to notify a Detective:

- The Deputy, Corporal or Sergeant shall contact the “On call” Detective
- If no response is received, attempt to contact the following personnel in order:
- Investigations Commander
- Additional Detectives
- Patrol Commander
- Undersheriff
- Sheriff

When a Deputy, Corporal or Sergeant is required to notify Emergency Operations:

In any situation regarding the immediate involvement of Emergency Operations (Search and Rescue missions, fires, haz-mat spills, etc)

- The Deputy shall contact the On-call Emergency Operations Sergeant.
- If no response is received, attempt to contact the following personnel in order:
- SAR on-call person--for SAR missions ONLY
- Emergency Manager
- Patrol Commander.
- Undersheriff.
- Sheriff.
- If no response is received, follow procedure for contacting a Supervisor

All Hazards Response Team (AHRT)

When any personnel determine a potential for the activation of AHRT, they shall immediately notify Dispatch and request that AHRT notification procedures be followed. This is NOT an automatic call out, but a notification to AHRT supervisors of a potential need. AHRT will ultimately decide if response is necessary.

MANDATORY NOTIFICATIONS

The following supervisory personnel will be notified for the following events:

Patrol Sergeants:

- All felony assaults.
- All major property damage crimes.
- All burglaries (exception: third degree burglary only).
- All felony narcotics violations.
- All robberies.
- All sexual assaults.
- All child abuse cases.
- All death investigations (homicides, suicides, attended or unattended deaths, fatal motor vehicle accidents, other accidental deaths).
- All vehicular pursuits.
- All duty related motor vehicle accidents.
- All duty related injuries to a Deputy.
- All injuries to suspects as a result of arrest or confinement.
- All instances in which deadly force was used by a Deputy.
- All instances in which less-lethal force was deployed by a Deputy.
- All requests for mutual aid requiring personnel to leave our jurisdiction.
- All structure fires that have substantial duration and /or damage.

Detectives:

- All felony assaults.
- All major property damage crimes.
- All burglaries.
- All felony narcotics violations (contact TRIDENT personnel, too.)
- All robberies.
- All sexual assaults.
- All child abuse cases.
- All death investigations.
- All instances in which deadly force was used by a deputy.
- All fires suspected of arson (fire department should determine cause and origin).

Emergency Operations:

- All Search and Rescue missions or call-outs.
- All wild land fires including structural fires that spread into wild lands (public or private).
- All haz-mat situations.
- All floods, rockslides and other natural disasters.

Patrol Commander:

- All felony assaults.
- All burglaries.
- All felony narcotics violations.
- All robberies.
- All felony sexual assaults.
- All felony child abuse cases.
- All death investigations.

- All vehicular pursuits.
- All duty related motor vehicle accidents.
- All duty related injuries to a Deputy.
- All injuries to suspects as a result of arrest or confinement that require medical attention.
- All instances in which deadly force was used by a Deputy.
- All instances in which Intermediate weapons (non-lethal) were deployed by a Deputy.
- All requests for mutual aid requiring personnel to leave our jurisdiction that might result in enforcement action or sustained absence.
- All structure fires that have substantial duration or damage.
- All situations which requires the response of the EOS.
- All situations where specialized personnel are called out.
- All situations where additional personnel are called out (excluding filling shifts due to illness, etc.).

Undersheriff / Sheriff:

- Death investigations other than attended or unattended natural causes.
- All vehicular pursuits.
- All duty related injuries to a Deputy.
- All injuries to suspects as a result of arrest or confinement that require medical attention.
- All instances in which deadly force was used by a Deputy.
- All structure fires that have substantial damage or duration.
- All situations which require the response of Emergency Operations.
- All instances which require the call out of additional personnel to contain a situation.