
CHAMPAIGN POLICE DEPARTMENT

POLICY and PROCEDURE

POLICY NUMBER: 46.9

SUBJECT: EMERGENCY MUTUAL AID AND FIELD
FORCE ACTIVATION

EFFECTIVE DATE: 10/01/09
REVISED DATE:

REFERENCE ILEAP:

REFERENCE CALEA:

INDEX AS:

46.9.1 OPERATION PRINCIPLES
46.9.2 FIELD FORCE ACTIVATION

PURPOSE:

The purpose of this policy is to outline the circumstances and procedures for requesting and seeking mutual aid from other police agencies and to inform all personnel of the existence of such assistance and its legal and procedural application.

POLICY:

The goal of the Champaign Police Department is to provide efficient, high quality law enforcement services to the community during both emergency and non-emergency situations. The Department shall provide law enforcement services within its legal jurisdiction solely or in cooperation with agencies having concurrent jurisdiction. The Department shall also assist adjacent jurisdictions upon request and will fulfill the obligations of the METCAD agreement and other mutual aid agreements. The purpose of these agreements is to enable each agency to more effectively handle emergency situations through the pooling of law enforcement resources. In recognition of the fact that this agency has a finite amount of resources with which to meet all such incidents, it shall be the policy of the Champaign Police Department to participate in said mutual assistance agreements in order to strengthen its response to emergency situations.

1.1.1 OPERATION PRINCIPLES

A. Geographic Jurisdiction.

1. The Champaign Police Department assumes full responsibility for providing police services within its legal corporate boundaries.

B. Concurrent Jurisdictions.

1. The Department recognizes that other police agencies have concurrent jurisdiction. These agencies include the Urbana Police Department, the Champaign County Sheriff's Office, the Illinois State Police, the University of Illinois Police Department, and other federal and state enforcement agencies.

C. Interagency Cooperation.

1. The Champaign Police Department will cooperate, when possible, in interagency requests for assistance pursuant to the Agreement for Police Services, 1982.

D. Mutual Aid Agreements.

1. The Cities of Champaign and Urbana, the University of Illinois and the Champaign County Sheriff's Office are signatories on two major interagency agreements. Any of the agencies may request temporary emergency assistance from any or all other member agencies. These agreements are the:
 - a. 1982 Agreement for Police Services by and between the City of Champaign, the City of Urbana, the County of Champaign, and the University of Illinois.
 - b. 1979 Agreement concerning Metropolitan Computer-Aided Dispatch (METCAD) by and between the City of Champaign, the City of Urbana, and the University of Illinois. The County of Champaign later formally joined the METCAD organization.
 - c. The 1982 Agreement outlines that all of the agencies may provide emergency assistance to each other when necessary and when requested. METCAD has the authority to make these requests at the discretion of Shift Supervisors or Shift Commanders.
2. The City of Champaign is a signatory in the ILEAS (Illinois Law Enforcement Alarm System) mutual aid agreement, which provides for statewide mutual aid in Illinois. Requests for ILEAS activation are made by the Chief of Police or his designee.
3. The City of Champaign is also a participant in the East Central Illinois Mutual Aid System (ECIMAS). Other participating entities include Urbana, Thomasboro, Champaign County, Parkland College, Mahomet, Rantoul, and the University of Illinois. Any of the agencies may request temporary emergency assistance from any or all other member agencies.

E. Police District and Other Agreements.

1. Pursuant to Illinois Statutes, Champaign and Urbana, being municipalities wholly within one county and sharing common borders, constitute a Police District. Therefore, Urbana and Champaign Officers may enter each other's jurisdictions to make arrests, to quell disturbances, and to perform other necessary police functions at the request of any agency.

F. Shift Supervisors/Command Officers

1. Shift supervisors or police command officers are authorized to request and provide for emergency interagency assistance when, in their judgment, it is necessary. Necessity is determined by a life-threatening situation or one where there is grave danger of bodily harm, riot, civil disturbance, mob action, or other similar circumstances. Such a request may be made directly or through METCAD.

G. Maintenance of Services.

1. Champaign is committed to the provision of personnel, equipment, and specialized units to a member agency to the extent that it would not endanger primary services to the City of Champaign.

H. Implementation.

1. The Chief of Police or his designee will attend regular meetings with other agency officials to develop an implementation plan and a common procedural document to be used as a resource in such incidents. This includes the provision of staffing levels, equipment, specialized units, and other information.

I. Liability.

1. Liability for equipment, personnel, worker's compensation, and other claims are outlined in the Mutual Aid Agreement. The cost of salaries and equipment will be borne by the responding agency.

J. Notification.

1. In the event that the Champaign Police Department requires assistance in handling an emergency, a duty supervisor may request assistance following the guidelines in the Police Emergency and Unusual Occurrence Manual for differing levels of mobilization and assistance. Supervisors may respond and provide assistance to other local agencies when possible. When the scope of those requests involves overtime or call back of Champaign personnel, then a Deputy Chief or the Chief of Police shall be notified.

K. Emergency Scene Responsibility.

1. The designated supervisor of the requesting agency shall be in charge at the emergency site. All loaned personnel shall follow his lawful command and orders. Officers may be assigned in multi-jurisdictional work groups or teams with supervision from the requesting agency or a signatory agency. Officers shall follow the lawful orders of those assigned supervisors. However, where the provided mutual assistance involves the loan of a specialized unit such as SWAT, METRO, Canine, EOD, etc., the commander of that specialized unit shall be responsible for the implementation of the mission to be accomplished, as determined and directed by the field commander of the requesting agency.

2. When taking law enforcement actions at the emergency site, including use of force, officers from the Champaign Police Department shall at all times adhere to agency policies and procedures and utilize only those weapons and tactics with which they have qualified.

3. Champaign officers providing assistance at an emergency site may make lawful arrests when appropriate but shall, in doing so, follow the direction of the requesting agency's command and supervision staff.

L. Command Post.

1. If, due to scope or length, an emergency situation requiring multi-jurisdictional assistance develops past the ability of one supervisor at the scene to manage, a command post will be established and communications (frequency assignments, etc.) formally established. If a situation becomes lengthy and involves the call-back of off-duty personnel, command level officers will respond, staff the command post, and implement NIMS protocols.

M. Mobile Field Force.

1. With regards to civil disorder and other emergency situations, agencies have agreed to respond with Mobile Field Force tactics. Built on both squad and team concepts, Mobile Field Forces may be established as necessary to deal with the situation at hand. The planning team as outlined will establish Mobile Field Force procedures in the Police Emergency and Unusual Occurrence Manual.

N. Training.

1. The Champaign Police Department will regularly officers, supervisors, and command officers in mutual aid emergency and civil disorder skills and issues.

O. Federal and State Law Enforcement Agency Assistance.

1. Emergency assistance from a federal law enforcement agency may be requested where federal crime is involved or where the emergency is at a location which the federal agency and Champaign have concurrent jurisdiction.
2. Requests for the assistance of the Illinois National Guard are made of the Governor of Illinois by the Mayor of Champaign.

46.9.2 FIELD FORCE ACTIVATION

- A. In the event of a Field Force activation, an on-duty supervisor shall respond to the Front Desk to retrieve the Field Force manual. This manual contains information on activation procedures, assignments, and protocols, and also contains the check-lists and logs which are to be utilized during activation.

ISSUING AUTHORITY

A handwritten signature in black ink, appearing to read 'R.T. Finney'.

R.T. Finney
Chief of Police
Champaign Police Department