

EMERGENCY SUPPORT FUNCTION #13 - PUBLIC SAFETY AND SECURITY

CEMP - ANNEX IV DOCUMENTATION



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8-16-18

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Note: This Emergency Support Function (ESF) is part of Annex IV of the City Comprehensive Emergency Management Plan (CEMP) and this version includes the 2018 revision. City of Seattle Police Department (SPD) acts as the current ESF Coordinator and collaborated with many partners for respective input.

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FIGURES

No table of figures entries found.

1. STAKEHOLDERS

Table 1

PRIMARY AGENCY	ESF COORDINATOR
Seattle Police Department	Seattle Police Department

Table 2

SUPPORT AGENCIES	
Seattle Information Technology Department	Seattle Fire Department
Finance and Administrative Services	Seattle Department of Transportation

2. INTRODUCTION

2.1 Purpose

This document describes law enforcement roles and responsibilities during a disaster or major incident, which include but are not limited to: Threat Mitigation, Security, Investigation, Intelligence, Logistics, Emergency Operations Center (EOC) operations, Seattle Police Operations Center (SPOC) operations, Department Operating Center (DOC) coordination, and Information management within the SPD and among other government agencies.

2.2 Scope

- This document applies to all members of SPD, sworn and civilian.
- It serves as Department guidance for situations that require the Department to become the lead agency in managing a disaster or major incident, or when the Department supports another City department in a disaster or major incident.

2.3 Mission

Prevent crime, enforce the law, and support quality public safety by delivering respectful, professional, and dependable police services.

3. SITUATION

3.1 Overview

- SPD is the primary law enforcement agency in the City of Seattle. The City encompasses approximately 84 square miles, with a resident population of 713,700, that increases to over 842,000 during the business day. In addition, the City hosts approximately 19 million visitors a year.
- SPD-receives over 700,000 calls for police services annually. These calls are for a wide variety of services, ranging from in-progress emergencies, criminal investigations, and marine life-safety response, to searching for lost children.
- The CEMP specifies which agency is designated lead when more than one agency responds to an emergency. In incidents where criminal acts are the cause; the Department shall be the lead agency.
- In situations where more than one agency on the scene has a jurisdictional responsibility, a Unified Command will be established.

3.2 Emergency Conditions and Hazards

The City of Seattle, its citizens, and transportation infrastructure are exposed to a variety of natural and human caused disasters such as severe weather, earthquakes, and acts of terrorism. The Seattle Hazard Identification and Vulnerability Analysis (SHIVA) identifies Seattle's hazards and examines their consequences so we can make smart decisions about how best to prepare for them. It provides information regarding potential impacts of hazards to the people, economy, the built and natural environments of the City of Seattle. The SHIVA provides a foundation for all the City of Seattle's disaster planning and preparedness activities. The list of all natural and human-hazards includes: Emerging Threat; Geophysical Hazards; Biological Hazards; Intentional Hazards; Transportation and Infrastructure Hazards; and Weather and Climate Hazards.

- Each type of incident has unique characteristics and commonalities that affect the recovery process. The City can anticipate typical recovery activities, but should also be prepared to respond to atypical events and unexpected impacts.
- Frequent incidents (winter storms, localized urban flooding, power failures, et cetera) may result in interruption of utilities, communication, and traffic without affecting underlying service provision capabilities or causing extensive damage. Landslides, often a secondary hazard to winter storms, may damage buildings and infrastructure, block roads, and create city-wide problems if there are numerous, simultaneous ground failures.
- Earthquakes are the most destructive natural hazard Seattle is likely to encounter. Earthquakes may generate widespread structural and non-structural damage to buildings and infrastructure and may result in injury and death. Extensive damage assessment is required, and hidden damage may not be identified years later.
- Terrorist incidents have the likelihood to cause significant physical damage, as well as prolonged psychological and social impacts on individuals and communities.
- Civil disorder may precipitate damage to the built environment (infrastructure and buildings), require law enforcement intervention, or raise political concerns that delay recovery.

3.3 Planning Assumptions

- SPD will play a major role in any response to a large-scale event, incident, or disaster.
- Calls for service may overwhelm the City's primary Public Safety Answering Point (PSAP). Radio communication may be limited due to damage to the network and increased radio use.
- Accidents and natural incidents evolve in a generally predictable pattern; however, the effects of intentional criminal acts, including terrorist incidents, are more difficult to predict and may include actions designed to hinder emergency response.
- Due to an already overwhelmed road network, during a disaster or major incident, rapid access will be severely limited, supplies and mutual aid may have difficulty reaching the scene, and patients and evacuees may have difficulty getting to hospitals or shelters.
- The City communicates life-safety notifications to the community in ways that can be understood, regardless of language, as a foundational part of response during incidents. Specific communications strategies have been developed to ensure notification to those with limited-English proficiency (LEP). Details can be found in the Alert & Warning Support Operations Plan.
- The City's comprehensive incident response policies, strategies, and practices can be found in the City Emergency Operations Plan (EOP).
- The City-specific operational procedures supporting response policies, strategies, and practices are maintained separately. Please refer to the Reference Section of this document, if applicable procedures have been identified at this time.

4. CONCEPT OF OPERATIONS

4.1 Organization

SPD is organized to respond to emergencies each day. Uniformed patrol officers are assigned to one of the five Precincts, which are defined geographically. Also, SPD Harbor Patrol provides emergency and routine marine patrol on the waterways throughout the City.

- The Police Chief reports directly to the Mayor. The Deputy Chiefs, Assistant Chiefs, Captains, Directors, Lieutenants, Sergeants, and Officers constitute the rank structure of the Department.
- Civilian employees who fill the remainder of the emergency organizational structure are critical to the organization, and are highlighted within the unit or section plan.

4.2 Normal Operations

- Response Priorities
 - Life Safety; Incident Stabilization; Property Conservation; and Environmental Protection.
- Patrol
 - Uniformed patrol officers are deployed over three, nine-hour shifts. Staffing is reduced during the start of First Watch and increases throughout the day.
 - Patrol officers are deployed in one or two-officer units. These units are organized into squads and the squads into watches. Each squad is commanded by a Sergeant and each watch by a Lieutenant. (Unit, Squad, Watch, Precinct)
 - Although each Precinct generally is responsible for calls for service in its response area during emergencies, a patrol Task Force can be rapidly assembled.
- Investigations
 - Investigative units are generally at work during normal business hours. During emergencies, and following pre-established protocols, investigative resources can respond to the field.
- Specialty Units
 - Special Weapons and Tactics (SWAT): The SWAT team provides coverage during days, nights, and weekends. The team provides tactical support to patrol, responds to hostage/barricade incidents, deploys in support of crowd control situations, conducts high-risk emphasis and arrests, and provides security for dignitaries. SWAT personnel are Personal Protective Equipment (PPE) Level B capable.
 - Bicycle Squad: The Bicycle Squads deploy in support of crowd control situations.
 - Arson Bomb Squad (ABS): ABS is responsible for the investigation of arson and bomb incidents. The squad can deploy to simultaneous incidents. ABS personnel are PPE Level A capable.
 - CBRNE Support Squad (CSS): The CSS is responsible for the operation of the SPD Communications Vehicle, a regional resource capable of enhanced communications using satellite, a mobile gateway, and microwave technologies. It is also capable of monitoring remote radiation and chemical sensors and transmitting live video from the scene. In addition, the CSS maintains the Mobile Unified Command Vehicle and

maintains the PPE cache for the Department and the Seattle/King County Public Health Department. CSS personnel are PPE Level B capable.

- Crime Scene Investigation Squad (CSI): CSI supports criminal investigations by providing evidence collection, and completing the associated forensic documentation. CSI provides support to the Department's primary investigative unit at the scene. CSI personnel are PPE Level B capable.
 - Intelligence Operation Center (IOC): The IOC is responsible for the collection, analysis, and dissemination of intelligence related to an incident; they serve as the point of contact for other intelligence agencies outside of the City. The IOC is activated as needed to support the response to an incident, disaster, or special event. When activated, all City departments are expected to send intelligence information to the IOC.
 - Harbor Patrol: The Harbor Patrol Unit provides law enforcement, rescue, recovery, and firefighting services in the waters in and around the City. Harbor Patrol personnel are qualified in dive rescue and recovery, firefighting, and emergency medical care. The Unit is a member of the regional law enforcement dive team and can deploy a remotely-operated vehicle (ROV) to search or patrol critical infrastructure and high-value locations.
 - Mounted Patrol Unit: The Mounted Patrol Unit provides horse patrol throughout the City. Mounted Patrol officers are often assigned in support of crowd control situations.
 - Prisoner Processing Team: The Prisoner Processing Team coordinates pick-up, transport, processing, and booking of arrestees in support of incident command. The team deploys via patrol vehicle, van, or bus.
 - Emergency Support Function 13 Team (ESF-13): ESF-13 personnel support the law enforcement objective at the City Emergency Operations Center (EOC) during emergency activation.
 - Seattle Police Operations Center (SPOC): SPOC is the Operations Center for the Department. When activated, SPOC has command and control over all Department resources. All law enforcement mutual aid requests are coordinated through SPOC.
- Response
 - The response to disasters, incidents, and special events will follow the National Incident Management System (NIMS) Incident Command System (ICS), and maintain the capacity to receive, integrate and support supplemental, and outside assistance from other jurisdictions, in addition to the state and the federal government.
 - In addition to emergency response, the Department is also responsible for proactive crime prevention, evaluating threats, and developing response strategies.
 - All City originated 9-1-1 calls for service are first received through the SPD Communications Center. The Fire Alarm Center (FAC), the City's secondary PSAP, receives calls for incidents that relate to fire, hazardous materials (HazMat) releases and emergency medical assistance. Law enforcement incidents are classified by priority and referred to a dispatcher who coordinates a response by patrol officers.
 - Each Precinct has an assigned dispatcher.

- SPD has procedures that guide the response to an emergency, including when to request supervisory personnel, and when to activate specialty and investigative units.
- The Communications Supervisor directs the response activity throughout the City and is authorized to activate additional command personnel, request mutual aid, and mobilize on-duty resources and specialty units.
- A law enforcement Incident Commander is designated for major incidents following established Department protocols, consistent with NIMS.
- For most Department responses to major incidents, an Incident Command will be formed with Command, and General Staff functions structured to match the requirements of the incident.
- Whenever there are overlapping jurisdictional issues to contend with in a multi-agency incident, the senior on-scene officials from those departments or agencies will jointly decide whether a Unified Command will be established.
- SPOC may be activated as part of daily response emergencies.

4.3 Disaster Response

- Overview-SPD has four Stages of Alert. Each Stage has detailed procedures for Department personnel to follow.
 - Stage I Alert
 1. Partial or complete mobilization of on-duty precinct Task Force, Traffic, and SWAT.
 - Stage II Alert
 1. Activation of all Department on-duty Operations Bureau personnel.
 - Stage III Alert
 1. Mobilization of Blue/Gold components establishes 12 ½ hour working shifts and assignment to specific venues and tasking, including public and private facilities. Officers will be required to work within established areas of operation and under designated command organizations.
 - Stage IV Alert
 1. Mayoral declaration authorizing the city to draw on state and federal resources. The Department will activate personnel at Stage III.
- Command Assignments-The Seattle Police Department maintains a roster (day and night shifts) of law enforcement command personnel for the following assignments: SPOC Assistant Chief; ESF-13 designee; EOC Director; Intelligence/JTTF Liaison; Duty Commander.
- Threats-The Criminal Intelligence Section will evaluate and notify command personnel of any threats.
 - The Department will coordinate the response to threats. The Chief of Police or the Homeland Security Bureau Assistant Chief will determine which City department(s) will be notified. The notification may be limited to protect the investigation.

- For significant threats, SPOC will be activated and an Incident Action Plan written.
- Potential strategies for addressing a threat: Increasing security at likely targets; Conducting an investigation; Increasing intelligence collection, analysis and dissemination; Staging key resources; Activating command centers; Redeployment of departmental resources; Close coordination with other response partners; Dispersal of key resources; Closure or limitation of access to certain critical infrastructure; Providing direct communication, prevention or mitigation information or engagement with affected sites or venues; Modification of the transportation network security measures; Closure of schools; Cancellation of public events; Activation of mutual aid; Requesting state or federal resources; disseminating public information.
- Notification of SPD Personnel
 - SPOC personnel may respond during disasters and large-scale incidents.
 - Off-duty department employees are to monitor television and radio for instructions.
 - If television and radio are inoperative, sworn personnel have instructions on how to report.
- SPOC Operations
 - When activated, SPOC will: Monitor resources; Coordinate mobilization of on-duty and off-duty resources; Arrange for mutual aid; Provide command and field incident commanders with situational awareness (i.e. Common Operating Picture); Provide logistical support to incident command and patrol operations; Provide documentation for actions taken during the activation; Implement deliberate plans; Organize communications; Coordinate with other department Control Centers; Provide updates to EOC via ESF-13; Arrange for protection of critical infrastructure as needed.
- Mass Fatality Incidents
 - The Medical Examiner's Office will, in coordination with the primary Department investigative unit at the scene, be responsible for processing fatalities.
- Response
 - The response to a disaster or major incident will build on the initial response listed above in normal operations. Options for response may include: Law enforcement will secure the incident scene; Establish ingress and egress routes for responders; Operate a credentialing system; Protect critical infrastructure; Evacuate involved areas; Conduct an investigation; Provide bomb sweeps and render safe procedures; Coordinate public information; Provide traffic control; Provide interdiction capabilities in and around the affected areas; Provide security over-watch for first responders within and around the affected area.; In conjunction with ESF1, ESF4, ESF5, and ESF15 ensure that when performing door-to-door notifications during evacuations, officers understand the process for accommodating persons without transportation, and that door-to-door notification operations are conducted in accordance with Americans with Disabilities Act (ADA) regulations and guidance.

5. RESPONSIBILITIES

Prevention, Mitigation, Preparedness, and Response responsibility activities are delineated in Section 4 - Concept of Operations.

5.1 Recovery Activities

Disaster-related response and restoration can be very costly. While not all costs are reimbursable, it is in the City's interest to make best use of funding that may become available through federal agency programs, such as FEMA, and insurance.

To assist with this effort, departments, organizations, or agencies with a lead or support role for this ESF are responsible for tracking and documenting of actual and anticipated costs related to the incident. Costs should be tracked based on guidance from OEM or the home organization.

6. RESOURCE REQUIREMENTS

6.1 Logistical Support

- SPD maintains a Quartermaster supply system based out of the Park 90/5 complex. The Quartermaster is responsible for supplying operational incidents in the field.
- Each Precinct has an assigned Stationmaster that coordinates support activity at their respective Precinct.
- When SPOC is activated, the Quartermaster and Stationmasters report to the Logistics Section in SPOC.
- The Logistics Section regularly provides meals, snacks, and beverages to officers deployed at emergencies and special events.
- In support of incident command, mobile Logistics Support Teams provide delivery of batteries, beverages, and snacks.
- SPOC maintains a limited supply of essentials.

6.2 Communications and Data

- The SPD Communications Center is the Primary PSAP for the City.
- The 800 MHz radio system is the primary communication system for operations. This system can be patched to other communication networks through a fixed gateway installed in the dispatch console.
 - The Telecommunication Interoperability Communications Plan governs the patching of radio systems in King, Snohomish, and Pierce Counties.
 - The SPD Communications Vehicle also has a mobile gateway to patch radio systems.
- The AlertSeattle system can be used to notify either the public or first responders via telephone lines.
- The Police Department Communication Center can access this system to activate Department personnel.
- Alternate Communications: Text Message; Cell Phones; Satellite Phones; E-mail; Military Communication Systems.
- The City Information and Technology Department maintains the various systems and assists with Cyber threat response.
- The City Information and Technology Department maintains a department-wide computer network that includes desktop and portable computers.

7. MAINTENANCE

In the OEM Planning Guide, a planning schedule describes when documents, including plans that are part of the CEMP, shall be maintained, evaluated, and revised. Lessons learned from exercises, special events, incidents, or disasters may result in a decision to evaluate portions of the documents ahead of the schedule. This document is on a three-year revision cycle, but evaluations can occur at other times as necessary.

SPD as the ESF Coordinator has primarily responsibility for this document and will ensure it is evaluated as outlined in the schedule with updates and revisions being made to ensure guidance remains current. SPD will facilitate the evaluations in consultation and coordination with OEM.

Table 3

RECORD OF CHANGES			
DATE	TYPE	CONTACT	SUMMARY
August 7, 2018 July 26, 2018	Revision	SPD SPOC and SPD Audit Policy and Research Unit L Meyers	Completed revision. Document voted and approved by DMC and EEB.
December 2016	Update	C Fowler L Meyers	Completed annual update.
May 2015	Update	K Neafcy	Completed annual update.

8. TERMS AND DEFINITIONS

- Seattle Police Operations Center (SPOC): Department Operating Center used in disasters, unusual occurrences and special events, to coordinate planning, strategy, and resources. The SPOC communicates directly with the City EOC, and other City DOCs.
- Duty Captain: The SPD's senior law enforcement commander on duty during nights and weekends.

9. ACRONYMS

- ABS: Arson Bomb Squad
- ADA: Americans with Disabilities Act
- CEMP: Comprehensive Emergency Management Plan
- CSI: Crime Scene Investigation Squad
- CSS: CBRNE Support Squad
- DOC: Department Operating Center
- EOC: Emergency Operations Center
- EOP: Emergency Operations Plan
- ESF: Emergency Support Function
- FAC: Fire Alarm Centers
- HazMat: Hazardous Materials
- ICS: Incident Command Systems
- IOC: Intelligence Operation Center
- JTTF: Joint Terrorist Task Force
- LEP: Limited English Proficiency
- NIMS: National Incident Management System
- OEM: Office of Emergency Management
- PPE: Personal Protective Equipment
- PSAP: Public Safety Answering Point
- ROV: Remotely-Operated Vehicle
- SHIVA: Seattle Hazard Identification and Vulnerability Analysis
- SPD: Seattle Police Department
- SPOC: Seattle Police Operations Center
- SWAT: Special Weapons and Tactics

10. REFERENCES

Nothing identified at this time.