

4.000. WEAPONS, EQUIPMENT AND RESOURCES:

000.05. INTRODUCTION: The Sheriff's department has a wide variety of weapons, equipment and resources available for use by safety staff in emergency situations in a jail facility (Less Lethal Shotgun, Rubber Ball Grenade, Tasers, OC, Pepper Ball Launcher, 40mm etc.). Use of such specialized equipment and resources must follow established guidelines. (Refer to Bureau Policy Section 14.100)

Every effort shall be made to train and familiarize safety staff with weapons, specialized equipment and resources, in the event an emergency or special situation exists.

Safety staff members not trained and/or certified in the use of specialized weapons or equipment shall not use such equipment.

(Rev. 03/2020)

010.00. MONTHLY INVENTORY OF WEAPONS: (Refer to Facility Specific procedures)

(Rev. 03/2020)

020.00. EQUIPMENT INVENTORY: An inventory shall be conducted each shift of all equipment assigned to the jail. Any equipment missing or in need of repair shall be noted in the post or housing unit log. An inter-office memorandum detailing the missing or damaged equipment shall be submitted to the shift supervisor by the end of shift.

(Rev. 02/2019)

4.200. EQUIPMENT

210.00. PORTABLE RADIOS (HTs): Facility Commanders/designees shall develop policies and procedures for use of radios, batteries, location(s), inventory, and call signs. (Refer to Facility Specific Policy)
(Rev. 02/2019)

215.00. "SPIT NET" DISPOSABLE SPIT GUARD: The "spit net" may be used while moving an inmate when there is a reasonable expectation the inmate may attempt to spit on or bite any person in their proximity.

The disposable spit net shall be placed over the inmate's head with the solid material covering the nose and mouth of the inmate. The mask shall be secured by bringing the two end-ties located at the base of the solid material under the armpits and through the loops located on the back of the spit net and tying them in the center of the back.

The spit net shall not be fastened around the inmate's neck. The spit net is not reusable on any other inmate. The spit net is not an adequate substitute for a medical mask placed on inmates with contagious disease. The spit mask may be used in conjunction with a medical mask to prevent the inmate from dislodging the medical mask. (Refer to Facility Specific Policy)
(Rev. 02/2019)

220.00. RIOT EQUIPMENT: Facility Commanders/designees shall develop policies and procedures for use of helmets, batons, vests, shields and any other riot equipment. (Refer to Facility Specific Policy)
(Rev. 02/2019)

230.00. FACILITY EQUIPMENT: Facility Commanders/designees shall develop policies and procedures for use of flashlights, rescue knives, video cameras, and metal detectors. Refer to Bureau Policy Sections 11.545.00 and Facility Specific Policy)
(Rev. 02/2019)

240.00. X-RAY SYSTEM: (Refer to Bureau Policy Section 6.920.40)
(Add. 08/2011)

290.00. FIRE SUPPRESSION EQUIPMENT: Fire suppression equipment located throughout facilities includes various types of fire extinguishers, fire hoses and fire sprinkler systems.

Staff shall become familiar with the various types of fire equipment, their specific uses and any keys or instruments needed to access the fire equipment. (Refer to Title 15, Section 1032, Bureau Policy Sections 15.530.00 and Facility Specific Policy)
(Rev. 02/2019)

4.200. EQUIPMENT

295.00. EMERGENCY RESPONSE EQUIPMENT: Facility Commanders/designees shall ensure equipment for emergency response situations is maintained and regularly inventoried. (Refer to Facility Specific Policy)
(Rev. 02/2019)

297.00. TOOLS AND EQUIPMENT: Any maintenance, culinary, medical tools, or equipment which may cause death or injury shall be kept in locked containers and issued in accordance with a prescribed log or system. Provisions shall be made for checking tools/utensils in and out to control their use at all times.
(Rev. 02/2019)

298.00. AUTOMATED EXTERNAL DEFIBRILLATORS (AEDs): Automated External Defibrillators (AEDs) are located at various locations at each facility. Staff shall familiarize themselves with these locations. Those staff members who are trained in AED use are encouraged to make use of the AED if required.

In the event of a Code Blue, a shift supervisor shall ensure the AED is transported to the location.

Maintenance of AEDs shall be the responsibility of the facility's Health Services personnel. (Refer to Department Manual Section 2.660, Nursing Operational Procedure Manual Section 301.2, and Facility Specific Policy)
(Rev. 02/2019)

4.400. EMERGENCY RESPONSE TEAM (ERT)

400.00 DEFINITION: An Emergency Response Team (ERT) consists of deputies specially designated by the shift supervisor to respond as a tactical unit to an unusual incident. ERTs shall be made up of safety employees. Professional staff may be designated to videotape the incident, when their participation does not compromise their safety.

(Rev. 02/2019)

400.01. PURPOSE: The purpose of the ERT is to resolve tactical incidents and maintain order using the amount of force necessary to gain compliance. These incidents may include but are not limited to:

- Riots
- Inmates refusing to leave their cell
- Armed/barricaded inmates
- Hostage situations
- Incidents the shift supervisor determines require deployment

(Rev. 02/2019)

402.00. STANDARD OPERATING PROCEDURES: Facility Commanders/designees shall ensure guidelines and procedures for the ERT's deployment are maintained in a manual clearly marked "Emergency Response Team". This manual shall, at minimum, describe the requirements for team training, supervision, location of equipment, examples of when and where team deployment is authorized and reporting requirements for deployment. This manual shall be reviewed and updated at least annually.

The maintenance of the master copy of the ERT manual shall be the responsibility of the Executive Officer of that respective facility.

(Rev. 02/2019)

4.500. RESTRAINT EQUIPMENT:

501.00. RESTRAINT DEFINITION: Restraints include any devices which immobilize an inmate's extremities or prevent inmates from being ambulatory, or both. Restraints include but are not limited to handcuffs, waist restraints, leg restraints, rip hobbles, restraint chairs, and handcuff cover restraint systems (black box) with chains. (Refer to Title 15, Section 1058)
(Rev. 08/2019)

501.03. RESTRAINT EXCEPTIONS: The provisions of this section do not apply to the use of restraints for security reasons or during transportation. Examples include but are not limited to:

- Inmates in a holding cell waiting to go to court
- Inmates waiting in search and uncuff
- Inmates being moved within the facility

(Refer to Title 15, Section 1058)
(Rev. 02/2019)

501.05. RESTRAINT REQUIREMENTS: Generally, safety staff are to remove restraints from inmates prior to placing them in cells. However, for the safety of inmates and staff, it occasionally may be necessary to place an inmate in a cell while still restrained. Inmates shall be left restrained only with the approval of a shift supervisor and when one or more of the following conditions apply:

- They display behavior resulting in the destruction of property, or reveal intent to cause physical harm to self or others
- Less restrictive alternatives would be ineffective in controlling the behavior
- Their behavior prevents the removal of restraints or there is a substantial likelihood the removal of restraints would result in a use of force

Restrained inmates shall be housed alone. Safety staff shall conduct random direct visual observation of inmates at least twice every 30 minutes, and document their behavior on a Specialty Cell Log (ASU#110709).

Shift supervisors shall review the need for continued retention in restraints a minimum of every hour and document this review on the log.

Health Services shall be advised when inmates are left restrained. Health Services shall conduct an assessment as soon as possible, but no later than one hour after the time of placement, and shall check the inmate every four hours thereafter.

Mental Health shall conduct an assessment as soon as possible, but no later than eight hours from the time of placement in a cell if the inmate has not had their restraints removed.

4.500. RESTRAINT EQUIPMENT:

If the inmate cannot be safely removed from any restraints after eight hours, the inmate shall be taken to a medical facility for further evaluation.

Restrained inmates shall be allowed to retain clothing, or be provided with a safety garment, unless specific identifiable risks to the inmate's safety or to the security of the facility are documented.

Water and toileting shall be offered to restrained inmates on an hourly basis and at mealtimes. Such offers shall be documented on the Specialty Cell Log. A shift supervisor and Health Services staff shall respond if restrained inmates express a need to use a toilet.

Safety staff shall attempt to remove restraints at least once an hour to allow inmates to exercise their extremities in a range of motion exercise (to prevent circulatory problems). A shift supervisor and Health Services staff shall oversee the exercise. Safety staff shall note the activity on the Specialty Cell Log. Safety staff shall notate on the Specialty Cell Log if an inmate refuses to exercise their extremities and a shift supervisor shall be notified. If an inmate's extremities cannot be exercised, safety staff shall notate the reason why on the Specialty Cell Log and a shift supervisor shall be notified.

Immediate medical attention shall be summoned in the event an inmate's physical or mental health is compromised or deteriorates while restrained. Automated External Defibrillators (AEDs) shall be available at each facility as required by Bureau Policy Section 4.298.00.

Restraints shall not be used as a form of discipline or as a substitute for treatment.
(Rev. 08/2019)

502.00. RESTRAINT REQUIREMENTS DURING TRANSPORTATION:

Generally, waist restraints are to be the standard device for restraining inmates being transported from or returning to a jail facility. Only waist restraints intended for and capable of handcuffing at the side shall be used. Waist restraints shall be affixed so inmates are handcuffed with their hands at their side. No part of any waist restraint shall be affixed to leg restraints. Inmates shall not be restrained with their arms across their body. Drop restraints shall be attached back through the handcuff. Drop restraints shall not be wrapped around any other part of the body except the waist.

Inmates being transported and waist restrained individually shall require leg restraints. In cases where multiple inmates are restrained together with waist restraints, at least one inmate shall be in leg restraints. Bureau Policy Sections 17.870.00 *Transportation and Restraint of Pregnant Inmates* and 18.062.03 *Inmates with Disabilities and Court Transportation* shall be followed without amendment.

4.500. RESTRAINT EQUIPMENT:

Inmates handcuffed behind their back shall be transported in a manner and in a vehicle that allows the driver to promptly respond to complaints of pain or injury. Inmates shall not be transported in a bus while handcuffed behind their back.

The provisions of this section do not apply to the use of the handcuff cover restraint system (black box). (Refer to Bureau Policy Section 4.507.05)
(Rev. 08/2019)

503.00. MANNER OF USING RESTRAINT EQUIPMENT: Restraint equipment shall be used only as intended by the commercial manufacturer's recommendations and in a manner consistent with training.
(Rev. 02/2019)

505.00. RESTRAINT CHAIR TRAINING REQUIREMENT: The restraint chair shall be used only by properly trained staff. Proper training shall, at a minimum, include viewing a video, training exercise, and a demonstration.
(Rev. 08/2019)

505.03. RESTRAINT CHAIR REQUIREMENTS: Restraint chairs shall be used only with the approval of a shift supervisor to:

- Temporarily restrain, for a reasonable amount of time, violent inmates who have physically demonstrated a present intent to cause physical harm to their self or others
- Restrain inmates who have a high risk of violence or who have a high security risk, during movement in and out of facilities, as an enhanced security/protective measure
- Move or transport inmates that have been restrained by the Emergency Response Team (ERT).

Inmates restrained in a restraint chair shall never be housed in a closed or locked cell unless they are under constant face-to-face supervision.
(Rev. 08/2019)

505.04. RESTRAINT CHAIR DOCUMENTATION: Safety staff shall conduct random direct visual observation of inmates in a restraint chair at least twice every 30 minutes. Safety staff shall visually inspect the restraint chair after an inmate is removed from it, and document the condition of the restraint chair and if it is in good working order on the Specialty Cell Log.
(Rev. 08/2019)

505.06. RESTRAINT CHAIR HYDRATION AND SANITATION PROCEDURES: Health Services and a shift supervisor shall be present when an inmate is removed from the restraint chair for hydration and sanitation reasons. The inmate's wrist restraints

4.500. RESTRAINT EQUIPMENT:

shall be removed and their hands shall be handcuffed to the front of their body. The inmate's ankles shall be removed from the restraint chair's straps and leg restraints. The restraint chair's chest straps shall be removed last and the inmate shall be escorted to a cell with a toilet.

Safety staff of the same gender as the inmate shall maintain visual observation of the inmate while they use the toilet. This action shall be documented on the Specialty Cell Log.

(Rev. 08/2019)

505.07. RESTRAINT CHAIR-EXERCISING THE EXTREMITIES: Safety staff shall remove restraints at least once an hour to allow inmates to exercise their extremities in a range of motion exercise (to prevent circulatory problems). A shift supervisor and Health Services shall oversee the exercise. Safety staff shall notate the Specialty Cell Log if an inmate refuses to exercise their extremities and a shift supervisor shall be notified. If an inmate's extremities cannot be exercised, safety staff shall notate the reason why on the Specialty Cell Log and a shift supervisor shall be notified.

(Rev. 08/2019)

505.09. RESTRAINT CHAIR SECURING PROCEDURE: Inmates shall only be secured into restraint chairs using the manufacturer's instructions and approved techniques. All restraining straps shall be pulled tight. Restraint chairs shall be kept away from walls and other obstructions. Safety staff shall control inmates being placed in a restraint chair in a manner that prevents kicking, head-butting and biting. Staff shall double-lock handcuffs if applicable.

(Rev. 02/2019)

505.11. USE OF THE RESTRAINT CHAIR TRANSPORT CARRIAGE: Restraint chairs with a carriage shall be operated according to the manufacturer's instructions. Inmates shall not be left unattended when the carriage wheels are engaged.

(Rev. 04/2008)

505.12. REPAIR AND CLEANING INFORMATION: Restraint chairs shall be cleaned according to the manufacturer's recommendations. Support Services shall be notified in writing when a restraint chair needs repair.

(Rev. 02/2019)

507.00. HANDCUFF COVER RESTRAINT SYSTEM (BLACK BOX) PURPOSE: The device is intended to prevent inmates from accessing handcuff keyholes and is not a restraint device, unless used with the restraint chain.

The system consists of a black plastic cover and a metal clip which are placed over the locking mechanisms on a set of handcuffs. The plastic cover protects the lock and

4.500. RESTRAINT EQUIPMENT:

prevents tampering. The system is designed for use in the movement or transportation of High Security (HS) inmates. The handcuff cover restraint system is the name designated by the manufacturer.

(Rev. 08/2019)

507.05. HANDCUFF COVER RESTRAINT SYSTEM (BLACK BOX)

GUIDELINES: Black boxes shall be applied with the inmate's forearms parallel to the ground and in front of the body with one arm above the other arm. The palm of the top arm shall face down and the palm of the bottom arm may face up or down. Once the black box is secure, a length of chain shall be attached through the black box and wrapped and secured around the waist of the inmate. Black boxes shall only be used when inmates are handcuffed to the front of their body and in a manner consistent with training.

Inmates restrained by handcuffs covered with black boxes shall be given reasonable opportunities to use toilet facilities, and provisions shall be made for the consumption of meals. Safety staff shall promptly respond to medical needs including complaints of pain or discomfort.

(Rev. 08/2019)

507.10. HANDCUFF COVER RESTRAINT SYSTEM (BLACK BOX) TRAINING:

Prior to using the black box system, safety staff shall demonstrate proficiency in its use. Administrative Support Unit (ASU) staff, shall develop training on use of the black box restraint system. Facility Commanders/designees shall ensure supervisory staff trains safety staff at least annually on the proper use of the black box system.

(Rev. 02/2019)