

**Facility Specific Information and Emergency Plans
for
Barstow Courthouse**

**San Bernardino County Sheriff's Department
Court Services Division**



Introduction

The purpose of this manual is to outline facility specific information and emergency plans. General emergency plans and procedures common to all court facilities are located in the Court Security Manual, Court Holding Manual and Department Manual. The organization of information in this manual is in the order of the law enforcement security elements section of the Superior Court of California, Court Security Plan Guidelines.

Security Personnel and Staffing

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Judicial threats and protection are handled by the Sheriff's Criminal Intelligence Division.

Perimeter and Entry Screening

[REDACTED]

[REDACTED]

The procedures used to screen persons and items entering the facility can be found in section 3.120 of the Court Security Manual.

Signage indicating the courts screening policy is located inside the glass entry doors to the facility. The prohibited items list is posted on the courts website.

The Court's policy on entry weapons screening is located in the Court Security Manual section 3.120.

Prisoner and Inmate Transport

Inmate transportation procedures can be located in the Court Security Manual section 4.

Holding Cells

Policies regarding inmate holding areas, cell checks, inmate movement protocol, in-custody medical emergencies, inmate handling and emergency procedures can be located in the Court Holding Manual and in the Court Security Manual section 4. At this time the holding cells are not used due to the Barstow Courthouse partial closure with no criminal matters being heard there.

Interior and Public Waiting Areas

[REDACTED] A sheriff's supervisor is responsible for ensuring that a deputy responds to incidents in public areas. If a reportable incident has occurred, a deputy report will be initiated.

[REDACTED]

[REDACTED]

There are no child-care facilities at the Barstow Courthouse.

Courtroom Security

Bailiffs' duties are described in section 2.100 of the Court Security Manual.

The lighting within the courtroom is controlled electronically from the wall switch located near the bailiff's desk. Temperature controls are remotely accessed and controlled by ABM Maintenance, (760) 637-7718. The wall thermostats are inoperable.

[REDACTED]



Witness and spectator management procedures are contained in section 6 of the Court Security Manual.

Procedures for emergency medical response and lock-down of unused courtrooms are contained in section 6 of the Court Security Manual.

Jury Trial Procedures

Jury Trial Procedures are located in section 6 of the Court Security Manual.

High-Profile and High-Risk Trials

High-profile and high-risk trial procedures are located in section 6.130 of the Court Security Manual.

Judicial Protection

Judicial protection procedures are located in section 4.140 of the Court Security Manual.

Incident Reporting and Recording

Incident reporting and recording procedures are located in section 4.110 of the Court Security Manual.

Security Personnel Training

Security personnel training information is located in section 1.130 of the Court Security Manual.

Courthouse Security Communications

Courthouse security communications procedures are located in section 4.120 of the Court Security Manual.

At the Barstow Courthouse, when a panic alarm is triggered an audible notification is broadcast on the Sheriff's radio frequency by the Sheriff's Barstow Station's front desk. This notification includes the location within the courthouse that triggered the alarm.

The entry screening station is equipped with a Sheriff's radio for emergency communication.

Duress/Panic alarm response procedures are located in section 3.110 of the Court Security Manual.

Hostages, Escape, Lockdown, and Active Shooter Procedures

Emergency procedures at the Barstow Courthouse are drilled and tested with surrounding law enforcement agencies on an annual basis.

Hostage Incidents

Procedures for response to a hostage incident can be located in Sheriff's Department Manual section 3.216 (Incident involving Hostages) and section 8.160 of the Court Security Manual.

Escape

Escape procedures can be located in Court Holding Manual section 6.1100 and section 8.140 of the Court Security Manual.

Lockdown

Lockdown procedures can be located in Court Security Manual section 8.170.

Active Shooter



Firearms Policies and Procedures

Courthouse policies on carrying firearms inside the facility can be found in section 3.120 of the Court Security Manual.

Policies regarding security staff carrying weapons in holding areas and while escorting inmates can be located in Court Holding Manual section 2.200.40. Deputies performing bailiff duties inside courtrooms shall be armed at all times.

Less-lethal shotguns are available for use and the policy regarding their use can be found in Court Holding Manual sections 14.165.00, 14.165.02, and 14.165.06.

Restraint of Defendants

Policies and procedures for restraining defendants in the courtroom can be located in section 5.100 of the Court Security Manual.

Facility Specific Emergency Plans

Site Description

[Redacted]

[Redacted]

Utility Shutoff Locations

[Redacted]

[Redacted]

[Redacted]

Water/Gas

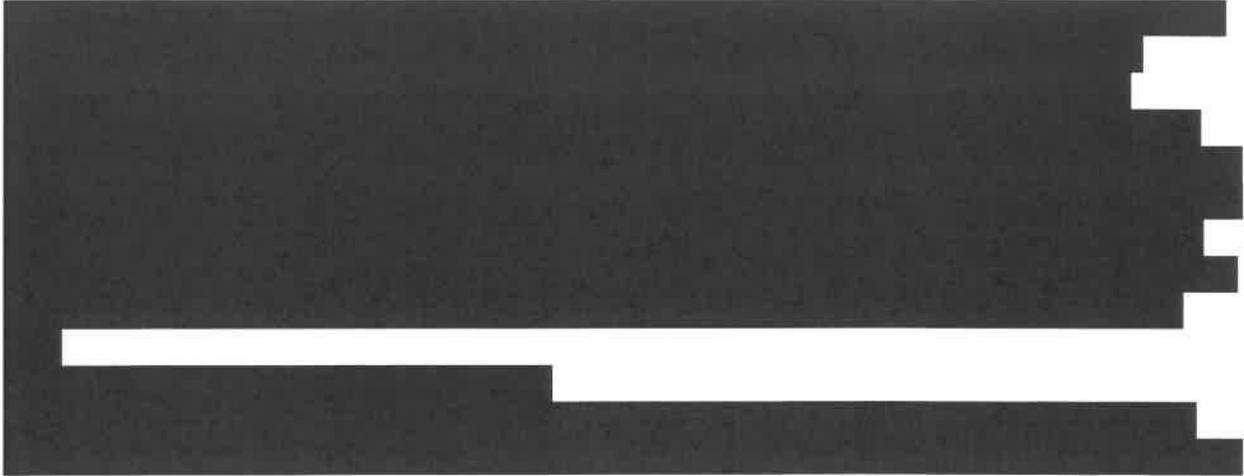
[Redacted]

[Redacted]

Utility Contact Information

[Redacted]

Evacuation



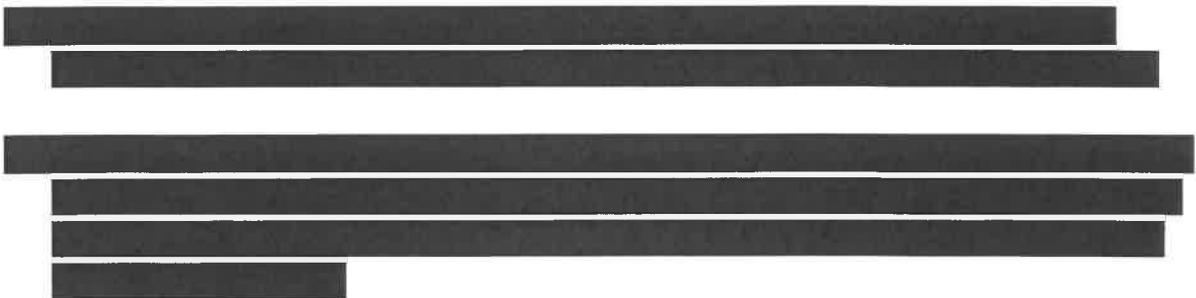
Fire Incident

The Incident Commander or his representative shall respond to the Sheriff's Barstow Station, to the west of the Barstow Courthouse and help facilitate the arrival of the responding fire department and outside agencies such as the CHP and Barstow PD, and initiate an Incident Command Post (ICP). The Sheriff's Barstow Station is the designated command post in all emergency events involving the evacuation of the Barstow Courthouse building. An alternate site can be utilized and is contingent upon the actual emergency and the needs of the San Bernardino County Fire Department, the Barstow City Fire Department and the San Bernardino County Sheriff's Department.

Critical Response Agencies



Barstow Courthouse Command Posts



Primary and Alternate Communications

[Redacted]