

# LAW ENFORCEMENT

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## ANNEX E OF THE KNOX COUNTY EMERGENCY OPERATIONS PLAN

6/1/2021



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Primary Agencies: Law Enforcement Agencies serving Knox County

Support Agency: Knox County Emergency Management

## **I. INTRODUCTION**

### **A. Purpose**

The purpose this annex is to describe how law enforcement agencies in Knox County will provide a coordinated response in the event of a large scale emergency or disaster.

### **B. Scope**

This annex has been developed to address the needs of all of Knox County regarding the issues of law enforcement operations during an emergency or disaster event. The plan identifies the responsibilities, functions, operational procedures, and working relationships between governmental entities and other support groups. The primary goal of this plan is the protection of lives and property.

### **C. Policy**

It is the policy of Knox County to develop plans and procedures that incorporate the concepts of the National Incident Management System (NIMS), the Incident Command System (ICS) and the National Preparedness Goal.

### **D. Core Capabilities**

This annex addresses the following Core Capabilities as defined in the National Preparedness Goal:

- On Scene Security, Protection, and Law Enforcement
- Operational Communications
- Operational Coordination

## **II. SITUATION AND ASSUMPTIONS**

### **A. Situation**

1. During an emergency, law enforcement may need to expand their operations within Knox County to provide protection of lives and preservation of property.

2. Knox County is served by five law enforcement agencies: Village of Danville Police Department, Village of Fredericktown Police Department, Village of Martinsburg Police Department, Knox County Sheriff's Office, and the City of Mount Vernon Police Department.
3. A listing of each law enforcement agency and their resources is located in **Tab 1**.
4. State and federal law enforcement organizations may respond based on the type of incident or at the request of local authorities.
5. A large scale incident may overwhelm local law enforcement resources. Requests beyond standard mutual aid agreements will be coordinated through the Knox County Emergency Operations Center (EOC).

## **B. Assumptions**

1. This annex applies primarily to large-scale emergencies and disasters.
2. Each law enforcement agency has the necessary personnel and equipment to handle standard law enforcement operations.
3. Activities of local law enforcement agencies will increase significantly during emergency operations.
4. Mutual Aid may provide additional resources and services needed in an emergency or disaster.
5. If local and county law enforcement resources are overwhelmed, support can be obtained from other counties as well as state and federal agencies.
6. Requests for support will be coordinated through the Knox County EOC.

## **III. CONCEPT OF OPERATIONS**

### **A. General**

1. Local, State and Federal laws regulate law enforcement agencies. The Knox County Sheriff is a county elected official. Each local police department has a chief who is appointed by the local jurisdiction. Each of these chief law enforcement administrators then assigns additional responsibilities to subordinate employees within their organization.
2. Law enforcement operations during an emergency will be an expansion of normal functions and responsibilities.
3. Each law enforcement agency or department will retain responsibility and authority within their own jurisdiction.
4. All emergencies will be handled following standard operating procedures and guideline until determined to be no longer feasible by the chief law enforcement officer having primary jurisdictions.
5. The primary law enforcement objectives are protection of lives, preservation of property, and upholding law and order.

6. Law enforcement personnel are first-line responders to routine and emergency law enforcement situations.
7. Law enforcement personnel may be requested to support damage assessment, cleanup and recovery operations.
8. The principles of the National Incident Management System (NIMS) and Incident Command System (ICS) will be utilized. Law enforcement agencies will participate in Unified Command when multiple jurisdictions are involved in a response effort.
9. Law enforcement agencies will regularly develop, review and update plans, procedures, resource lists and mutual aid agreements as needed.
10. Law enforcement agencies will participate in community preparedness training and exercises.

## **B. Deploying personnel**

1. On-duty officers are notified of calls for service including emergencies by a Knox County 9-1-1 dispatch. Off-duty and special deputies/auxiliary officers are notified by telephone, text message, or radio.
2. Each law enforcement agency has properly marked and equipped law enforcement vehicles to respond to calls for service.
3. Mutual Aid Agreements are in place between local law enforcement agencies, and those in surrounding counties.
4. Calling in off duty staff is implemented according to the written Standard Operating Procedures (SOPs).

## **C. Reporting Information**

1. Information concerning the status of the incident, which may include damage assessment, will be forwarded to the 9-1-1 dispatch center. If the EOC is activated, this information will be forwarded to appropriate EOC staff person.
2. Inquiries concerning individuals injured or missing and casualties will be handled by the local law enforcement.

## **D. EOC Coordination**

1. Law enforcement agencies will coordinate their activities with the EOC operations.
2. Law enforcement agencies will report status and situational updates to include all appropriate information (e.g. casualties, damage observations, evacuation status, radiation levels, chemical exposure) to the EOC.

## **E. Prisoners**

1. Prisoners will be transported and incarcerated in the Knox County Jail. If necessary prisoners will be transported and incarcerated in surrounding jurisdictions facilities as outlined in plans and procedures of the County Sheriff's Office.
2. If prisoners cannot be moved, the Sheriff will initiate protective actions to isolate them from the effects of a hazard.

## **F. Evacuation**

1. In the event of an evacuation, the law enforcement agency with jurisdiction will direct and assist other response groups with the warning and movement of persons to shelters within the evacuated area.
2. Upon notification by the agency recommending evacuation, shelter locations will be designated in safe areas by the incident commander in coordination with the American Red Cross.
3. When determined safe to do so, law enforcement will assist with control of the reentry of evacuees to their homes.

## **G. Traffic Control**

1. Traffic will be re-routed around the impacted area with an attempt to maintain a continuous flow of traffic.
2. When evacuating routes are determined, traffic control points will be established to assist evacuees and to maintain a continuous flow of traffic from the area to be evacuated.

## **H. Security**

1. Law Enforcement will provide security as necessary and as resources permit for the following.
  - a. Family Assistance Center (FAC) when established. Security will be necessary for the entire FAC area including the building, parking area, and trash receptacles.
  - b. Shelters, reception centers, and other facilities established to aid and protect the public as a result of a disaster or emergency.
  - c. EOC.
  - d. Media staging areas.
  - e. For crowd control
  - f. Disaster Area.
    - i. The disaster area will be secured by establishing road blocks and setting up barricades at selected locations.
    - ii. Roadblocks on major roads will be manned continuously.
    - iii. Access to the disaster area will be limited to authorized personnel. Personnel will be required to show identification or travel in a recognized official emergency vehicle before being admitted to the area. Others will be

admitted only with approval of the Incident Commander, or officer of authority.

- g. Evacuated areas to protect against looting. Businesses within the evacuated area should also consider the use of private security to guard against looting.
- h. Other key facilities as needs are identified.

## **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

### **A. Organization**

- 1. The Knox County Sheriff is responsible for countywide law enforcement activities.
- 2. The Chief of each local police department is responsible for the law enforcement program within their individual jurisdictions.

### **B. Assignment of Responsibilities**

- 1. Knox County Sheriff
  - a. Provide direction and control for law enforcement activities during emergencies and work with the local police department chiefs.
  - b. Maintain liaison with all emergency response groups and volunteer organizations during emergencies.
  - c. Implement the Law Enforcement Annex of the Knox County Emergency Operations Plan when necessary.
  - d. Provide a Liaison Officer to the county EOC when activated.
  - e. With the assistance of the local police department chiefs, develop resource plans for law enforcement services.
  - f. Provide appropriate information on measures to be taken by the public to the Public Information Officer (PIO).
  - g. Provide support for other response forces, as necessary.
- 2. Local Jurisdiction Chief of Police
  - a. Provide direction and control for law enforcement activities during emergencies and work with the County Sheriff and other local police department chiefs.
  - b. Maintain liaison with all emergency response groups and volunteer organizations during emergencies.
  - c. Implement the Law Enforcement Annex of the Knox County Emergency Operations Plan when necessary.
  - d. Provide a Liaison Officer to the county EOC when activated.

- e. With the assistance of the County Sheriff and other local police department chiefs, develop resource plans for law enforcement services.
- f. Provide appropriate information on measures to be taken by the public to the PIO.
- g. Provide support for other response forces, as necessary.

#### **IV. DIRECTION AND CONTROL**

##### **A. General**

- 1. The Knox County Sheriff is responsible for coordinating emergency law enforcement activities in the county. Police agencies will have the authority and responsibility within their respective jurisdictions.
- 2. All agencies are responsible for coordinating law enforcement activities with other jurisdictions.
- 3. Mutual aid forces will remain under their agencies supervision with their law enforcement activities being directed by the incident commander.
- 4. Law enforcement assets will demobilize as directed by the incident commander of unified command staff.

##### **B. EOC Activation**

- 1. At the request of the Director of the Knox County Emergency Management Agency (EMA), each law enforcement agency will each provide a Liaison Officer serve in the EOC.
- 2. The Liaison Officer will report to the county EOC upon its activation to coordinate response activities, advise the decision-makers, and maintain contact with emergency responders at the incident location.
- 3. The Knox County Sheriff's Office will provide security and traffic control for EOC as necessary.

#### **V. CONTINUITY OF GOVERNMENT**

- A. The line of succession for Sheriff or Chief shall be as follows:
  - 1. Captain
  - 2. Lieutenant
  - 3. Shift Sergeant
  - 4. Shift Supervisor
  
- B. Protection of Vital Records



1. All records essential to the continuation of government and law enforcement functions will be secured and protected.

## **VI. ADMINISTRATION AND LOGISTICS**

### **A. General**

1. Emergency authority granted to law enforcement officials is described in the Ohio Revised Code.
2. Each law enforcement agency maintains current maps and charts and current notification/recall rosters, which are implemented during emergencies.
3. Reports and records of law enforcement activities during an emergency/disaster will be collected and maintained by the officer in charge. Protection of these and other records deemed essential for continuing function and conduct of emergency operations is the responsibility of the officer in charge.

### **B. Mutual Aid Agreements**

1. Mutual Aid Agreements are in place between local law enforcement agencies, and those in surrounding counties.

### **C. Logistical Support**

1. Logistical support for law enforcement related resources will be coordinated through the EOC when activated.
2. Resource lists will be developed, updated, and maintained by each law enforcement agency within the county as well as the Knox County EMA.

### **D. Training**

1. Each law enforcement agency is responsible for training of their respective personnel.

## **VII. PLAN DEVELOPMENT AND MAINTENANCE**

- A. The County Sheriff and Police Chiefs of Knox County are responsible for developing SOPs that address in detail the assigned responsibilities to be performed during emergencies.
- B. The Sheriff and Chief from each police department in conjunction with the Knox County EMA Director are responsible for reviewing this annex and submitting proposed changes to the County EMA Director. These recommendations should be based upon opportunities for improvement identified through exercises, actual events, and changes in organizational structure.

- C. Knox County EMA will coordinate any necessary meetings to review the recommendations identified and incorporate any needed changes to this annex to include any state and federal requirements.
- D. The Knox County EMA will publish and distribute all changes to this annex and forward revisions to all applicable organizations.
- E. Each law enforcement agency will be responsible for maintained and updated their department SOPs, mutual-aid agreements, and equipment inventories.
- F. For the most current version of this annex or for questions concerning the Knox County Emergency Operations Plan contact the director of the Knox County Office of Homeland Security and Emergency Management.

## **VIII. AUTHORITIES AND REFERENCES**

### **A. Authorities**

- Ohio Revised Code Chapter 311.07, General Power and Duties of Sheriff
- Ohio Revised Code Chapter 509.06, Aid of Sheriff
- Ohio Revised Code Chapter 737.06, Chief of Police
- Ohio Revised Code Chapter 5502.29, Mutual Emergency Management Assistance or Aid Agreements
- Ohio Revised Code Chapter 5503.22, State Highway Patrol-Powers and Duties

### **B. References**

- Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness Guide 101-Version 2.0
- National Preparedness Goal, Second Edition

## **IX. ADDENDUMS**

TAB 1 – Law Enforcement Organizations in Knox County

**X. AUTHENTICATION**

\_\_\_\_\_  
Police Chief,  
Village of Danville

\_\_\_\_\_  
Date

\_\_\_\_\_  
Police Chief,  
Village of Fredericktown

\_\_\_\_\_  
Date

\_\_\_\_\_  
Police Chief,  
Village of Martinsburg

\_\_\_\_\_  
Date

\_\_\_\_\_  
Police Chief,  
City of Mount Vernon

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sheriff,  
Knox County Sheriff's Office

\_\_\_\_\_  
Date

\_\_\_\_\_  
President,  
Knox County Board of Commissioners

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director  
Knox County Emergency Management Agency

\_\_\_\_\_  
Date

## TAB 1 - LAW ENFORCEMENT ORGANIZATIONS IN KNOX COUNTY

The following are law enforcement organizations providing services to the residents of Knox County and their available resources.

### City of Mount Vernon Police Department

5 North Gay Street  
Mount Vernon, Ohio 43050  
740-397-2222

31 Officers (Full Time)	9 SUV Cruisers (marked)
31 Crisis Intervention Officers	8 Vehicles (unmarked)
11 Member Tactical Team	1 Van (Tactical Team)
2 Snipers	1 Command vehicle (Tactical Team)
4 Hostage Negotiators	1 Utility Vehicle (4x4)
1 Full Time SRO	1 Command Trailer
2 K-9 Teams	(30 foot enclosed, w/generator)
4 Auxiliary Officers	1 Open Flat Trailer
1 Parking Enforcement Officer	(12 foot for UTV transport)
1 Community Advocate	6 Police Mountain Bikes
2 Office Staff	2 Zono Ozone Sanitization Cabinets
1 Records Clerk	

### Knox County Sheriff's Office

11540 Upper Gilchrist Road  
Mount Vernon, Ohio 43050  
740-397-3333

60 Sworn Personnel (Full Time)	2 Bicycles
44 OPOTA Certified	1 HUMVEE Vehicle (non-armored)
16 Non-Certified	26 Cruisers (marked)
3 Hostage Negotiators	9 Vehicles (unmarked)
10 Member Tactical Team	1 Trailer
2 Snipers	(10 foot enclosed with generator)
12 Non-Sworn Personnel	1 Van (Prisoner Transport)
10 Special Deputies	1 Van (Tactical Team)
	1 Watercraft
	(16 foot Boston Whaler)

**Village of Danville Police Department**

512 S. Market Street  
Danville, OH 43014  
740-599-6888

- 1 Chief (Full Time)
- 3 Officers (Full Time)
- 2 Part time officer
- 5 Auxiliary Officers
- 2 Canine (Drug/Patrol/Search)
- 2 Mounted Units
- 4 Marked Cruisers
- 2 Marked Cruiser (Canine SUV)
- 2 Mountain Bikes

**Village of Fredericktown Police Department**

2 East Sandusky Street  
Fredericktown, Ohio 43019  
740-694-9222

- 5 Full Time
- 1 Full-Time SRO
- 1 Part-Time Officer
- 1 Auxiliary Officer
- 3 Marked Cruisers
- 1 Bicycles

**Village of Martinsburg Police Department**

126 N. Market St.  
Martinsburg, OH, 43037  
740-668-7325

- 3 Auxiliary Officers
- 1 Tactical Medic
- 2 Marked Cruisers

**Ohio State Highway Patrol - Post-59**

3980 CR 172  
Mount Gilead, OH 43338  
419-768-3955