

Law Enforcement Emergency Support Function

Primary Coordinating Agency: South Bend Police Department

Support Agencies:

- Local Police Departments:
 - Indiana University at South Bend Security
 - Lakeville Police Department
 - Mishawka Police Department
 - New Carlisle Police Department
 - North Liberty Police Department
 - Osceola Police Department
 - Roseland Police Department
 - St. Joseph County Airport Authority Department of Public Safety
 - University of Notre Dame Security
 - St. Joseph County Police

Mitigation

√	Mitigation Task	Resource
1	Identify critical facilities that are vulnerable to a natural or man-made event evaluate that vulnerability, and determine what actions can be taken to prevent or reduce that vulnerability.	Jurisdictional Law Enforcement Agencies
2	Identify potential funding sources that are available to mitigate acts of terrorism.	Jurisdictional Law Enforcement Agencies
3	Investigate new technology and procedures for use in completing the Emergency Support Function goals and objectives.	Jurisdictional Law Enforcement Agencies
4	Identify areas where public education programs addressing public safety are needed.	Jurisdictional Law Enforcement Agencies & St. Joseph County Emergency Management Agency
5	Identify Emergency Support Function supervisors and their shift change and staffing requirements for the St. Joseph County Emergency Operations Center activation and field operations.	Jurisdictional Law Enforcement Agencies & St. Joseph County Emergency Management Agency
6	Identify sources for hazard-specific needs, resources, and equipment, including personal protective equipment.	Jurisdictional Law Enforcement Agencies & Resource Support Emergency Support Function
7	Identify the unique planning requirements necessary for special events.	Jurisdictional Law Enforcement Agencies & St. Joseph County Emergency Management Agency
8	Identify requirements for Emergency Support Function-specific standard operating procedures, plans, and checklists for lead and support agencies.	Jurisdictional Law Enforcement Agencies
9	Identify Emergency Support Function-specific training requirements.	Jurisdictional Law Enforcement Agencies
10	Develop appropriate medical protective procedures for emergency responders and their immediate families.	All Support Agencies, St. Joseph County Health Department, & Acute Care Facilities

Preparedness

√	Preparedness Task	Resource
1	Develop and maintain standard operating procedures/guidelines, other plans, and procedures necessary for the Law Enforcement Emergency Support Function and its support agencies to operate efficiently.	Jurisdictional Law Enforcement Agencies
2	Establish a method to disseminate intelligence regarding credible threats and or imminent events to appropriate Emergency Support Function agencies	Jurisdictional Law Enforcement Agencies
3	Develop and conduct training for the Law Enforcement Emergency Support Function primary and support agency personnel.	Jurisdictional Law Enforcement Agencies
4	Develop public education programs that address issues pertaining to public safety.	Jurisdictional Law Enforcement Agencies, St. Joseph County Emergency Management Agency, & Public Information Emergency Support Function
5	Develop and maintain mutual aid agreements and memoranda of understanding with support agencies and other law enforcement agencies.	Jurisdictional Law Enforcement Agencies
6	Develop and maintain a roster of Law Enforcement Emergency Support Function manpower list with leads/supervisors, shift change/staffing procedures, including emergency contact information such as address, phone, cell, facsimile numbers, and email, delineating specialized skills and certifications of personnel.	Jurisdictional Law Enforcement Agencies
7	Obtain detailed maps of County jurisdictions.	Jurisdictional Law Enforcement Agencies & County Geographic Information System
8	Ensure that copies of all necessary Emergency Support Function-specific emergency manuals, plans, procedures, and other reference materials are located at the Emergency Support Function station in the St. Joseph County Emergency Operations Center.	Jurisdictional Law Enforcement Agencies & St. Joseph County Emergency Management Agency

√	Preparedness Task	Resource
9	Develop and maintain lists of hazard-specific resources and equipment including personal protective equipment.	South Bend Fire Department Hazardous Materials Team, Jurisdictional Law Enforcement Agencies, & Resource Support Emergency Support Function
10	Provide guidance on State and Federal regulations.	Jurisdictional Law Enforcement Agencies
11	Ensure that agency representatives can access their respective agencies' networks, if available, while in the St. Joseph County Emergency Operations Center or in the field.	Jurisdictional Law Enforcement Agencies, Communications Centers, & St. Joseph County Emergency Management Agency
12	Involve the Indiana State Police in the planning role for the Law Enforcement Emergency Support Function.	Jurisdictional Law Enforcement Agencies
13	Coordinate with the Firefighting, Health and Medical, and Hazardous Materials Emergency Support Functions on establishing procedures that allow for the preservation of evidence during collection at hospitals and at the scene.	Jurisdictional Law Enforcement Agencies & St. Joseph County Prosecutor's Office
14	Coordinate with the Health and Medical Emergency Support Function to establish procedures that resolve issues of patient confidentiality during criminal investigations.	Jurisdictional Law Enforcement Agencies, St. Joseph County Prosecutor's Office, & Area Health Care Providers

Response

√	Response Task	Resource
1	Assess scope, magnitude, extent, and potential duration of incident.	First Responding Agents from all involved Public Safety/Service Agencies
2	Obtain status report on County activities once in the Emergency Operations Center.	St. Joseph County Emergency Management Agency & Information and Planning Emergency Support Function
3	Collect information concerning the Law Enforcement Emergency Support Function field activities.	Jurisdictional Law Enforcement Agencies

√	Response Task	Resource
4	Assist in the development of an incident action plan.	Jurisdictional Law Enforcement Agencies, St. Joseph County Emergency Management Agency, & Information and Planning Emergency Support Function
5	Dispatch Emergency Support Function personnel to appropriate field locations, as required.	Jurisdictional Law Enforcement Agencies
6	Provide technical assistance, as requested.	Jurisdictional Law Enforcement Agencies
7	Support other Emergency Support Functions, as needed.	Jurisdictional Law Enforcement Agencies
8	Provide hourly situation reports of the Law Enforcement Emergency Support Function activities to the Emergency Operations Center supervisor.	Jurisdictional Law Enforcement Agencies
9	Attend briefings for periodic situation updates.	Jurisdictional Law Enforcement Agencies
10	Document incoming and outgoing communications.	Communications Centers & Jurisdictional Law Enforcement Agencies
11	Critical incident stress and mental health services will be provided to responders, volunteers, Emergency Operations Center staff, other support staff during and after an incident as needed or requested.	Indiana Northern Critical Incident Stress Management, Contracted Employee Assistance Programs
12	Maintain record of actions taken.	Jurisdictional Law Enforcement Agencies
13	If Joint Information or Operations Centers are activated, send an Emergency Support Function representative to those locations if appropriate.	Public Information Representatives from Jurisdictional Law Enforcement Agencies
14	Notify law enforcement agencies of an incident using the incident-specific contact list.	Jurisdictional Law Enforcement Agencies
15	Coordinate support for special events.	Jurisdictional Law Enforcement Agencies
16	Coordinate investigations in accordance with agency responsibilities and procedures.	Jurisdictional Law Enforcement Agencies

√	Response Task	Resource
17	Coordinate all activities relative to evacuation.	Jurisdictional Law Enforcement Agencies
18	Coordinate all activities relative to traffic control.	Jurisdictional Law Enforcement Agencies
19	Coordinate all requests pertaining to personnel and security.	Jurisdictional Law Enforcement Agencies
20	Request State and Federal resources, as needed.	Jurisdictional Law Enforcement Agencies, St. Joseph County Emergency Management Agency, & Resource Support Emergency Support Function
21	Interface with State and Federal personnel to coordinate the Emergency Support Function information and planning functions, as needed.	Jurisdictional Law Enforcement Agencies & St. Joseph County Emergency Management Agency
22	Notify and coordinate with applicable Emergency Support Functions.	Jurisdictional Law Enforcement Agencies
23	Upon notification of or receipt of information relevant to a credible threat, contact emergency response agencies as necessary.	Jurisdictional Law Enforcement Agencies
24	Coordinate the requirements for technical equipment, expertise, and specialized assistance.	Jurisdictional Law Enforcement Agencies, Jurisdictional Fire Departments, South Bend Fire Department Hazardous Materials Team, & Resource Support Emergency Support Function
25	Coordinate with the Resource Support Emergency Support Function to obtain additional personal protective equipment as needed.	Jurisdictional Law Enforcement Agencies
26	Coordinate with the Health and Medical Emergency Support Function on assessment of personal protective equipment and universal precautions needs.	Jurisdictional Law Enforcement Agencies
27	Coordinate all efforts regarding re-entry of evacuated areas.	Jurisdictional Law Enforcement Agencies

Recovery

√	Recovery Task	Resource
1	Support other Emergency Support Functions and local authorities with traffic control, security, and site re-entry.	Jurisdictional Law Enforcement Agencies
2	Ensure Emergency Support Function personnel have been decontaminated when applicable.	Jurisdictional Law Enforcement Agencies & South Bend Fire Department Hazardous Materials Team
3	Collect and inventory all equipment used during incident and ensure that the equipment has been decontaminated as required.	Jurisdictional Law Enforcement Agencies & South Bend Fire Department Hazardous Materials Team
4	Provide guidance on State and Federal regulations.	Jurisdictional Law Enforcement Agencies
5	Coordinate with the Resource Support Emergency Support Function on resource accountability.	Jurisdictional Law Enforcement Agencies
6	Ensure that all staff is properly debriefed, to include mental health debriefings if appropriate.	Jurisdictional Law Enforcement Agencies, Area Critical Incident Debriefing Teams, & Madison Center and Hospital
7	Prepare appropriate After-Action Reports.	Jurisdictional Law Enforcement Agencies

LETTER OF AGREEMENT

The St. Joseph County Comprehensive Emergency Management Plan, hereafter referred to as the Plan, establishes the basis for providing assistance to county residents impacted by a disaster or emergency requiring local, state and possibly Federal assistance. The plan assumes that a disaster or emergency overwhelms the day to day capability of local governments.

The plan covers all four (4) phases of emergency management: mitigation, preparedness, response and recovery.

The plan is in a checklist format that requires all local agencies to develop and implement Standard Operating Procedures and Guidelines.

The plan uses the Federal Emergency Management Agency's Emergency Support Functions concept. The emergency support functions group like type agencies into the same group. For example, all local agencies with law enforcement responsibilities are grouped into the Law Enforcement Emergency Support Function. Each local agency is grouped into one or more emergency support function. In addition, for planning purposes only, each emergency support function has an agency assigned as the primary coordinating agency with other agencies as support coordinating agencies.

The following departments and agencies agree to support the plan and to carry out their assigned functional responsibilities.

Each agency also agrees to implement planning efforts and agree to participate in local exercise activities to maintain the overall response capability.

Each agency signed below is either a primary or support agency to the **Law Enforcement Emergency Support Function**.

Primary Coordinating Agency
Law Enforcement ESF
Airport Security/Police