

**HARDIN COUNTY FISCAL COURT
RESOLUTION NO. 2015-073**

BE IT RESOLVED, upon recommendation of Judge/Executive Harry L. Berry, with the concurrence of the Emergency Services Committee, to approve the attached Memorandum of Understanding between Hardin County and the City of Elizabethtown to provide professionally trained advanced skill set medics to the Elizabethtown Police Department Special Response Team.

BE IT FURTHER RESOLVED, to authorize the Judge/Executive and the County Attorney to execute the contract for the service.

ADOPTED, by the Hardin County Fiscal Court in its regular meeting of 28 April 2015.



Harry L. Berry
Hardin County Judge/Executive

ATTEST:



Debbie Donnelly
Hardin County Clerk

MEMORANDUM OF UNDERSTANDING
Hardin County EMS and Elizabethtown Police Department
Tactical Emergency Medical Support Program

This Memorandum of Understanding is being executed between the Hardin County Emergency Medical Service (EMS) and the Elizabethtown Police Department (EPD) with respect to the Tactical Emergency Medical Support (TEMS) program. The purpose of the Memorandum of Understanding is to establish operating procedures for the TEMS program within the EPD Special Response Team. The agencies jointly and separately agree to abide by the terms and provisions of this Memorandum of Understanding and their respective policies during the existence of the TEMS program.

PURPOSE AND MISSION

The purpose of this Memorandum of Understanding is to formally adopt the procedures contained in the EPD Policy number 5.28 (See Appendix "A") and the Hardin County EMS policy number SOG 404 (See Appendix "B").

The mission of the TEMS program is to provide professionally trained advanced skill set medics to the EPD Special Response Team.

TEMS Mission Statement

The mission of the TEMS is to provide direct mobile medical care to the victims of violence at the point of wounding; and,

- *To ensure the health and welfare of SRT operators before, during and after an incident or training.*
- *To provide medical advice to the SRT commander on-scene.*
- *To assist on-scene law enforcement commanders to coordinate efforts with Hardin County EMS, Fire/Rescue and aero-medical assets as needed.*

GENERAL AGREEMENTS

A. COMPOSITION AND COMMAND

EMS agrees to assign an adequate number of qualified personnel to the TEMS program. The determination of what constitutes an adequate number of assigned personnel shall be determined by concurrence of the participating agencies.

The addition of TEMS personnel to the operational team of SRT/EMS will require approval of both the EMS Director or his designee and the Deputy Chief of Patrol of the EPD. Either organization has the authority to terminate a TEMS Member.

Commander of the program during activations and training will be the EPD Special Response Team (SRT) Team Leader. The on-duty EMS Supervisor will be notified via telephone by the EPD One Call System upon Team activation. The EMS Supervisor will in turn ensure that the proper personnel are dispatched to the call.

B. POLICY AND DIRECTION

The policy and direction of the program will be the joint responsibility of EPD and EMS.

C. COOPERATION BETWEEN AGENCIES

To the extent possible, all program activities that involve both EMS and the EPD Special Response Team will be joint activity, with no agency acting independently of the other agency.

D. PAY, BENEFITS, WORKMAN'S COMPENSATION, ETC.

Each member and/or employee that participates in the TEMS program shall do so as an employee of their respective department/agency. Therefore, each agency will be responsible for all pay and benefits associated with their respective employees, including but not limited to the following examples:

- Pay, to include overtime when warranted
- Workers Compensation claims
- Agency-specific benefits that apply
- Liability insurance

E. OPERATIONAL PROBLEMS

Operational problems encountered in the program will be addressed and resolved by the respective participants from each agency, keeping in mind the command structure established by the TEMS during an emergency or urgent situation.

Any problem not resolved at this level will be referred to the heads of the respective agencies.

F. EQUIPMENT

Tactical equipment will be purchased by EPD and medical equipment will be purchased by EMS. All issued equipment will be maintained at all times with the TEMS member to whom it is assigned for availability of immediate response to a scene.

G. TRAINING

Each agency shall be responsible for the costs and scheduling of any specialized training that takes place outside of the required monthly and yearly training regime established by the TEMS Team. However, each agency has the right to financially assist the other when it is agreed that such assistance is mutually beneficial to the program, and both agencies specifically and expressly agree to the circumstances of the transaction.

H. PRESS RELEASES

All press releases relating to the activation of the EPD Special Response Team will be in accordance with the EPD media release policy, "Media Releases 8.2" (See Appendix "C")


I. EVALUATION AND REVIEW

The program will be evaluated on an annual basis by the EPD Special Response Team Leader and the Director of the Hardin County EMS or his designee on the TEMS Team. This evaluation will be done with the purpose of improving the performance of the program.

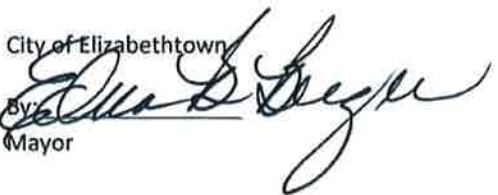
It is agreed that this Memorandum of Understanding will remain in effect until further written modification by agreement of both EPD and EMS. This agreement may be terminated at any time by any participating agency delivering written notice of termination to the other participating agency.

Signed this 28th day of April, 2015

Hardin County Government

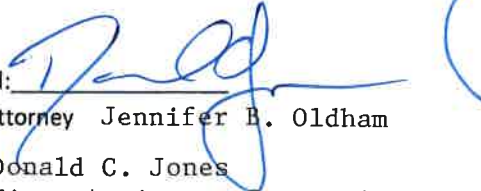
By: 
Judge Executive Harry L. Berry


City of Elizabethtown

By: 
Mayor

Attest: 
County Clerk Debbie Donnelly


City Clerk

Approved: 
County Attorney Jennifer B. Oldham
By: Donald C. Jones
First Assistant County Attorney

Approved as to form:

City Attorney

Appendix "A"



GENERAL ORDER

Subject: Special Response Team

Number: 5.28

Effective Date: 09/06/05

Revision Date: 10/14/09

Pages: 4

- I. Purpose: Establish the duties, responsibilities and standards of the Special Response Team.
- II. Procedure
 - A. Activation Authority
 1. The basic guidelines for determining if the Special Response Team (SRT) may be utilized are:
 - a. The suspect (s) has committed a felony or is in a dangerous state of mind.
 - b. The suspect (s) are believed to be armed
 - c. The suspect (s) are barricaded and is refusing to submit to arrest
 - d. By nature of the situation, an unacceptable risk is presented to the officers or the public
 - e. Threatening suicide
 2. Notification and call out of the Special Response Team
 - a. The on duty shift supervisor or lead detective will evaluate the situation. If a response is needed by SRT the authority requesting activation will notify the team commander (Deputy Chief of Patrol). If no one is available from the command staff, the shift supervisor will have the authority to activate the SRT.
 - b. Upon notification from the shift supervisor, dispatch will use the One Call system to notify all SRT members immediately. Team members should respond to the call within 15 minutes by calling 10-8 via radio.
 - B. Deployment
 1. The SRT *shall* be deployed for the following incidents
 - a. Hostage situations
 - b. Barricaded gunman
 - c. Active shooter incidents
 2. The SRT *may* be deployed for the following incidents
 - a. High risk warrant service
 - b. Civil disturbance
 - c. Surveillance / stake out
 - d. Precision marksmanship coverage

- e. Any other activity or situation the Chief of Police or his designee may deem necessary

C. Post incident procedures

1. After each operational use of the SRT, a debriefing of all team members will be conducted upon completion.
2. In the event a SRT member is also assigned to investigations, there may be a time when immediately after an SRT action, the team member will be required to move from the role of SRT member to that of investigator.
3. The team leader will forward an operations review to the Chief of Police within 24 hours of the operations completion. A copy of the review, along with any other incident documentation will be filed as permanent record and should be treated as privileged information.

D. Training

1. Sixteen hours (16) training will be mandatory for all team members each month.
2. Marksman will train in addition to the eight hours each month.
3. Training outlines will be kept as permanent record of the training.
4. Training shall not be conducted in areas where it could cause alarm to the public.
5. Forty hours (40) initial tactical training shall be required for all new and current team members.
6. Any additional training will be the responsibility of the team leader.
7. Team members shall be provided with orange safety rounds for their handguns and long-guns. During training exercises team members will keep these safety rounds in their weapons.

E. Equipment

1. Team gear needed for the successful accomplishment of a tactical mission will be available to the officers.
 - a. The team leader is responsible for maintaining a complete inventory of
 - b. individual and team equipment.
 - c. Team deployment boxes will be kept ready and stocked at all times with a basic load of ordinance and other less than lethal devices for all missions.
2. Individual team members will be issued equipment and it will be the duty of each team member to keep their gear in a constant state of readiness.
 - a. Officers gear inspections should be done monthly to coincide with monthly training.

F. Mutual Aid

1. All requests for aid for the Elizabethtown SRT from other law enforcement agencies must be approved by the Elizabethtown Chief of Police or in his absence, a member of the department's command staff.
2. The request for aid must come from that agencies head law enforcement officer and stipulate how the SRT will be employed by the requesting agency.

- a. Primary assistance: The SRT will assume responsibility for resolving the conflict
- b. Secondary assistance: The SRT will assume a support role for the requesting agencies operation.

G. Team Standards

1. Team standards shall apply to all deployable members of the SRT
 - a. Members shall pass a physical agility test annually.
 - b. Members shall qualify with a 90% or better, according to Department of Criminal Justice Training recommendations with any weapons used by the SRT.
 - c. Perspective members shall not be on probation.
2. Officers wishing to apply for any operational position on the SRT shall be a volunteer and meet all team standards. Officers shall apply in writing to the team leader.
2. Involuntary removal of an officer from operational standing on the team will be the responsibility of the team commander (Deputy Chief).
3. At any time a team member may request to have their operational status placed on hold due to extenuating circumstances. The team commander and team leader will decide upon this request.

H. Command and Control – Refer to General Order 2.2 (Chain of Command)

I. Initial Response

1. Although officers assigned to all areas are authorized to apprehend suspects or take other action to ensure the safety of officers and citizens, it is emphasized that time is usually our ally, particularly in cases involving barricaded subjects and hostage situations. The concept of containment requires deliberate and well planned actions for a successful operation.
2. When circumstances indicate that a situation may have developed to the point that the provisions of this General Order should be implemented, the officer in charge of the initial call shall ensure that a supervisor is notified. The supervisor shall respond to the scene and evaluate the situation.
3. If appropriate, the supervisor will implement the notification of the SRT and other persons he determines necessary to resolve the situation. This shall apply in both barricaded person and hostage situations. In addition he shall:
 - a. Assume command of the situation until such command is regulated, he will assume duties as support and perimeter commander.
 - b. Assure the evacuation of injured victims and bystanders, unless the evacuation process is likely to result in greater rise of injury to civilians or the officer.
 - c. Designate the radio frequency to be utilized during the operation and implement procedures to establish communications with other agencies.
 - d. Establish the inner perimeter, outer perimeter, control zone and traffic control points as necessary.
 - e. Select a location for the field command post.
 - f. Ensure sufficient manpower to handle calls for service in unaffected parts of the jurisdiction.

- g. Request Fire/EMS Units to stand by at the scene.**
- h. Assign an officer to conduct a preliminary investigation of the incident.**

J. Tactical Medics

The SRT has two Tactical Medics from the Hardin County EMS on the team and those medics shall be trained as per EMS policy. A copy of the current EMS policy shall be on file with the SRT team leader.

Appendix "B"

EMS SRT Policy

Hardin County EMS Standard Operating Guidelines # 404

Page: 1 of 1

Effective Date:

Revision Date:

Hardin County Emergency Medical Services Standard Operating Procedures for Tactical Paramedics (SRT Team)

Summary:

This guideline will define the purpose of the Hardin County Emergency Medical Services Paramedics who are assigned to the Elizabethtown Police Department's Special Response Team and responsibilities for those providing tactical EMS, and discuss procedures the Tactical Paramedic will operate under. All TEMS (Tactical EMS) operating in the Hot Zone will meet the same required training and standards as those of SRT members. If tactical EMS paramedics are ARMED, they will be approved by the Chief of Police and sworn in under the Elizabethtown Police Department as Special Officers. Any armed TEMS member must pass all qualifying standards on both lethal and nonlethal devices as per the EPD SRT policy. For all call outs, including for warrants, the TEMS Paramedic will notify the EMS Director and Supervisor on duty.

An EMS applicant's request to join the team must first be approved by an EMS Director and then will be forwarded for to EPD for approval. There will be three TEMS positions and they can be held by anyone from a Supervisor to an EMT. Two of the team members must be Paramedics.

Mission:

The primary mission of the Hardin County EMS TEMS unit is to prevent illness and injury to the SRT team members by closely monitoring their individual health status as well as the potential effects that the operational environment may have on the team performance.

Hardin County EMS TEMS Unit will also conduct medical threat assessments to assist in the mission planning, act as the liaison with local EMS providers and receiving medical facilities, provide onsite medical surveillance during operations and provide medical knowledge to negotiators as needed.

The Hardin County EMS TEMS unit members will also provide close availability and immediate access to advanced medical care for SRT members and civilians within the inner and outer perimeter during tactical operations.

All Team members will act under the direction of the SRT commander.

Qualifications:

Team member must be in good standing with HCEMS (no disciplinary action in the previous 1 year prior to applying) and have a minimum of (3) years full time or part-time experience with HCEMS as an EMT or Paramedic. Not all employees who meet these minimal qualifications will be approved for the TEMS.

Interns: If there is interest and the applicant passes the interview, background check, and PT trial, two TEMS positions are available for EMS "interns". Interns will start to attend training, begin their education, and become affiliated with the team and concept of TEMS work. These employees are "interns" and will train on their days off work and will not take off work to train. The interns can respond to callouts but CANNOT enter the HOTZONE.

Removal of a TEMS member:

Removal of a TEMS member is at the full discretion of EPD, HCEMS Supervisors and the HCEMS Director and can do done for any reason.

Interview Process:

The initial contact interview will be done by the HCEMS Supervisors and HCEMS Director EMS along with the current sitting EMS members of the TEMS team. This is an initial screening and will be used to ensure that we only send qualified applicants to EPD for their review. The applicants selected by the above will then be turned over to EPD for their review.

Basic Life Support:

"Basic Life Support (BLS) Services" means a basic level of pre-hospital and inter-hospital emergency care and non-emergency medical care that includes airway management, cardiopulmonary resuscitation (CPR), control of shock and bleeding and splinting fractures, as outlined in the Basic Life Support national curriculum. Care shall be initiated, where authorized by the EMS Medical Director.

Advanced Life Support:

"Advanced Life Support (ALS) Services" means an advanced level of pre-hospital and inter-hospital emergency care and non-emergency medical care that includes basic life support care, cardiac monitoring, cardiac defibrillation, electrocardiography, intravenous therapy, administration of medications, drugs and solutions, use of adjunctive medical devices, trauma care, and other authorized techniques and procedures, as outline in the Advanced Life Support National Curriculum. Care shall be initiated as authorized by the EMS Medical Director.

Hot Zone:

That area, as determined by the SRT Incident Commander, in which gunfire may occur and as a result injury may result to those exposed in this area. This is usually within the Inner Perimeter.

Guidelines:

Emergency Procedures-

Hardin County EMS TEMS staff will follow and operate under both the Elizabethtown Police Department SRT and Hardin County EMS system guidelines, including procedures, medications and other appropriate policies.

Any deviation from standard procedure must be approved by the EMS Medical Director.

GENERAL PROVISIONS:

1. *Tactical Emergency Medical Services staff assigned to the Elizabethtown Police Department SRT Team will provide the following services:*
 - a. *Medical care and triage with the entry team when appropriate TEMS staff are available*
 - b. *Medical care and triage for the containment team(s)*
 - c. *Medical care and triage and rehabilitative services for SRT officers, staff of the Command Post, onsite K9, and others as may be needed.*
 - d. *Provide liaison responsibilities with local EMS/Fire and Hospital.*
 - e. *Assist the Incident Commander as needed*
 - f. *Provide continued advanced life support, when initiated by TEMS, to the hospital or when care is transferred to an equal or higher level of care.*
 - g. *Provide Initial tactical liaison for all EMS units during the incident.*
2. *Hardin County EMS will;*
 - a. *Provide a tactical trained EMT-P to operate within the hot zone with SRT members. Non-TEMS providers will not be allowed in the "Hot-Zone".*
 - b. *Ensures ALS or BLS unit stand by coverage during incidents.*
 - c. *Be able to bill for services when patients are transported in ALS or BLS ambulance(s).*

OPERATIONAL GUIDELINES:

Pre-Deployment

1. *Pre-Deployment TEMS will assist the SRT Team Commander with safety, administrative duties and medical training/advice/information.*
2. *The TEMS will perform the pre-deployment functions*
 - a. *Annual standard health checks for all SRT members*

- b. Maintain annual health records and history for all SRT members. TEMS members will keep this information with them at the scene of a TEMS call-out.
- c. Maintain Emergency health forms on all active SRT officers including blood type, allergies, medical history, medicine and other information as required and it will be maintained by TEMS at the scene.
- d. Assist in enforcement of safety procedures during training.
- e. Provide medical and rehabilitation care during training.
- f. Maintain liaison with HCEMS non-TEMS providers.

Deployment

1. TEMS Staff assigned to the Elizabethtown Police Department SRT Team will provide services including, but not limited to the following
 - a. Perform basic health checks on SRT Officers at the time of deployment and report to the SRT Commander any SRT officer the TEMS determine is unable to perform their required duties.
 - b. TEMS will treat those conditions which the staff feels are treatable in an effort to return the SRT officer to duty or assist in maintaining their performance.
 - c. Assist the tactical commander in the evaluation and medical implications of the tactical situation.
 - d. Evaluate for potential multiple injuries and review available resources
 - e. Ensure that medical resources are available or on stand-by and in contact with the TEMS Unit.
 - f. Continually reassess medical threat assessment as the situation develops. Relay any significant changes to the SRT commander. Make medical plan changes as the medical threat evolves.
 - g. Provide medical assistance to the SRT commander or the negotiators as needed.
 - h. Obtain medical history and facilitate communication with medical institutions and record keepers as needed.
 - i. Review with EMS/Fire liaison the medical threat assessment and the operational tactical plan, while not compromising the security or integrity of the mission.
 - j. Provide onsite surveillance of SRT officers and a continual assessment of the medical and psychological needs of the team members.
 - k. Prepare medical evacuation plans for civilians injured or trapped inside the perimeter.
 - l. Assist in or direct the rescue and removal of injured or trapped civilians inside the perimeter. TEMS may provide care inside the perimeter to facilitate removal of civilians to medical holding area at the approval of the SRT commander. Preparation of medical treatment area or secondary triage center to care for injured civilians, officers or suspects.
 - m. Provide Hot Zone medical support to SRT Commander or negotiators as the situation dictates. Support will follow standard and approved guidelines and EMS guidelines. Deviation from these guidelines will require medical oversight.
 - n. As approved by the SRT Commander will provide medical care with the entry team. Entry care will include but is not limited to, emergency airway control, triage and rapid removal to the secondary medical staging area.
 - o. EMS Staff outside the inner perimeter may, when requested, assist the entry team staff with an on-scene care and rapid removal of the injured from the hot zone to the secondary medical staging area. A SRT member must escort them.
 - p. TEMS will continue advanced level of medical care along with the ALS and BLS staff until the patient is received at the receiving hospital or turned over to appropriate ground/air medical care for transfer.
 - q. Conduct rehabilitation assessment of SRT officers as they are rotated to the rehabilitation area to include:
 - i. Continued health response.
 - ii. Vital signs
 - iii. Hydration level
 - iv. Psychological health- stress level
 - v. Health Maintenance

- r. *Conduct post-incident physical exam and assessment for undetected and unreported injuries.*
- s. *Conduct post-incident psychological assessment and interventions for stress related conditions.*
- t. *Complete and turn in "Rehab" worksheets to the Team Commander.*

Tactical Drug Administration:

1. *TEMS staff assigned to the Elizabethtown Police Department Special Response Team may administer the following medications.*
 - a. *All drugs authorized in the Hardin County EMS system policies and procedures (protocols).*
 - b. *Use of the F.A.S.T. IO in tactical situations for emergency access.*
 - c. *Any other medications or procedures deemed necessary by the Medical Director.*
 - d. *For the purposes of the Tactical Officer(s) rehabilitation and health maintenance, TEMS staff may administer the following medications also:*
 - i. *Tylenol 500mg- 1 gram PO for pain and fever, q 6-8 hrs*
 - ii. *Ibuprofen- 200mg- 800mg PO for pain and fever every 6 hours.*
 - iii. *Oil of Clove- 1-2 drops on mucous membrane for temporary relief of minor dental pain and oral discomfort from toothache, chipped tooth or oral mucosa sore.*
 - iv. *Pseudoephedrine (Sudafed)- 60mg PO every 6 hours for temporary relief of runny nose and nasal congestion due to common cold or allergic rhinitis.*
 - v. *Antacids- Calcium carbonate (TUMS) - 1000mg chewed or Magnesium Hydroxide (Mylanta-Maalox) three tables, for temporary relief of discomfort from acid indigestion or heart burn.*
 - vi. *Dextromethorphan- 30mg PO every 6 hours PRN. For relief of cough due to the common cold.*
 - vii. *Bacitracin- Topical antibiotic applied to minor wounds to treat/prevent infection and heal wounds.*
 - viii. *Consider the use of Nuvigil or Provigil for sustained call outs.*
2. *TEMS will maintain a log of medicine/drugs administered to SRT personnel.*

Approved:

Hardin County EMS Medical Director

Hardin County EMS Director

Appendix "C"



GENERAL ORDER

Subject: Media Releases

Number: 8.2

Effective Date: 09/15/03 Revision Date:

Pages: 3

- I. Purpose: Establish who may release information and what may or not be released to news media. To insure a professional and cooperative working relationship with agencies and members of the news media.

- II. Procedure
 - A. Authorized Persons to Give Releases
 1. Under most conditions, only officers of the Community Services Office, The Deputy Chief of Administrative Services, and the Chief of Police are authorized to talk to or make releases to the news media.
 2. In the absence of the personnel listed above, the Deputy Chief of Patrol may talk to or give information to the news media.
 3. Shift supervisors where the news media is present, can provide the news media with limited information described in part B of this policy.
 4. Communications personnel may only give information to the news media from a prepared press release which has been given to them. Exceptions would be answering informational requests about road conditions, weather alerts, or hazardous material situations and where it is imperative the public receives proper warning of dangerous situations.
 5. Individual members of the Department will not make statements to the news media concerning any Department activity, procedure, or any investigation being conducted by the Department without express permission from the Chief of Police.

 - B. Release of Information to the Media
 1. Daily reports of crime information or arrests are made by the Community Services Office. When personnel of that office are off duty, the on duty supervisor may give out this information.
 2. Formal press releases or information requests beyond routine information will be made by the Community Services Office.
 3. On camera interviews should only be made by Community Services personnel or the Chief of Police. Other personnel may be granted permission to do interviews by the Chief.

particular document, video or audio recording is questionable, the City Attorney should be contacted prior to releasing the document.

24. Public Service Announcements will be made by the Community Services Office.

C. News Media at Incident Scenes

1. When news media arrive at accident scenes, the on duty supervisor will establish a police line for crowd control and to prohibit public access. The news media may be allowed closer access than the general public unless this access jeopardizes either personnel involved in operations or the members of the media. At scenes of a severe or major incident, a Media Contact Area should be found where all members of the media can report to where they can be briefed about events.
2. The on-duty supervisor should have Community Services personnel notified anytime the media are at a scene. Personnel from the Community Services Office will take responsibility for handling the media, unless the supervisor and Community Service personnel agree the supervisor can handle the situation or that the scene would likely be cleared by the time Community Services personnel arrive. If a Media Contact Area has been established, the supervisor should advise responding Community Services Personnel, so they know where to go to brief the media.
3. When arriving at a scene, the Community Services personnel should make immediate contact with the media and advise them they will be briefed as soon as possible. The Community Service personnel will then make contact with the on duty supervisor or command officer to determine what the situation is and what information can be given to the media.
4. Community Service Personnel will act as a liaison between Command personnel and the media, briefing the media as often as possible.
5. At scenes where it may be necessary for information to be given out prior to the arrival of Community Services personnel, the supervisor in charge may give pertinent information to the media. This would be information involving immediate public alert, such as needed evacuation or traffic information. In this instance, if requested, the supervisor may do an on camera interview to assist in getting needed information to the public.
6. When more than one officer from Community Services is available, if needed, one officer should respond to the Department and assist Communications personnel in answering media calls. If only one officer is available and they are at the scene, they should have Communications forward all media calls to the Community Services cellular phone.
7. Department personnel will not interfere with members of the media photographing or video recording at a scene unless the person(s) are presenting a danger to themselves or others, or are interfering with essential emergency functions.
8. All attempts should be made to control rumors surrounding any event or occurrence. Community Service officers will notify the Chief and Command staff of any rumors that are being circulated by the media or by unauthorized persons. It may become necessary to issue a statement to the media to abate any unfounded rumors that may lead to disinformation or confusion or panic. Any statement concerning such rumors will only be made through the Chief or a Deputy Chief.