

Chittenden County Police Agencies MUTUAL AID AGREEMENT

Mutual Aid/Agency Jurisdiction

The goal of the Chittenden County Police Agencies noted in this agreement is to provide efficient, high quality services to the communities they serve during both emergency and non-emergency situations. The purpose of the regional mutual assistance agreement is to enable each agency to more effectively handle emergency situations through the pooling of law enforcement resources. In recognition of the fact that individual agencies have a finite amount of resources with which to meet all such incidents, it shall be the policy of the Chittenden County Police Agencies noted in this agreement to participate in the mutual aid assistance agreement in order to strengthen its response to emergency situations.

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PROCEDURES:

A. SCOPE OF AGREEMENT

1. Cities, towns, incorporated villages, the University of Vermont, sheriffs, and state agencies may enter into agreements to provide for intermunicipal police services. It is understood that any entity may require that their chief of police or representative bring before them any changes to this agreement for approval.
2. Any participating community or entity noted above may withdraw from this agreement at any time.
3. The law enforcement agencies in the region have entered into a cooperative agreement whereby each may request temporary emergency assistance from any or all other member agencies.
4. Designated members of those agencies that have approved this agreement may invoke the mutual assistance during any emergency situation in which they have determined that it does not have sufficient resources to meet the threat in an adequate manner.

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- a. An emergency situation exists when there is an immediate threat to life or property, and there is a need for additional resources to manage the situation.

- 5 Under the terms of this agreement, the Chittenden County Police Agencies noted in this agreement are committed to the provision of personnel, equipment, and specialized units to a member agency to the extent possible without jeopardizing primary services to their respective community.

- 6 The costs of wages and benefits, equipment maintenance, or other related expenses for loaned personnel resulting from mutual assistance, shall be the responsibility of the providing agency.

- 7 The requesting agency will establish an Incident Command System.

- 8. Incident Commander or designee will establish a staging area when necessary

- 9. In order to maintain the efficient implementation of this agreement, the Chief Executive Officer (CEO) or designee of each member police agency has the following responsibilities:
 - a. Whenever possible utilize the Incident/Unified Command System at an incident.

 - b. Provide data to member agencies concerning their available personnel per shift, special equipment and specialized units.

 - c. Timely negotiation of additions to, or renewal of the agreement. Majority vote of participating agencies will be needed to make changes to this agreement.

 - d. Provide or help coordinate Incident Command training for department supervisors.

B. REQUEST FOR ASSISTANCE

- 1. Request for assistance in this section relates to those times that go beyond the normal day-to-day operations. Nothing in this directive shall preclude the sharing of resources or the normal and customary request for assistance required in day-to-day police operations.

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2. In non-emergency situations, requests for mutual assistance shall be made with the CEO or designee in a timely fashion through the chain of command.
3. In the event that an agency requires assistance in handling an emergency, the officer in charge at the scene of the emergency shall contact communications and request that the CEO or designee be advised of the situation. The Officer in charge shall provide communications with the following information to be relayed to the CEO or designee:
 - a. Nature of the emergency;
 - b. A "safe" approach to the scene or staging for the responding units; and,
 - c. Estimated amount of personnel, special units or equipment needed to bring the situation under control.
4. The CEO or designee of each member agency is the sole designated official permitted to request or authorize emergency assistance for level II, III & IV.
 - a. Request may be made by phone, writing or in extreme emergencies by radio and are subject to confirmation.
 - b. The requesting agency is responsible for providing member agencies with the information necessary to determine the levels of assistance required.
 - c. Member agencies are only committed to providing assistance to the extent that it does not endanger primary operations, and may withdraw loaned personnel or equipment where circumstances require re-deployment in their jurisdiction.
5. Dispatch of responding agencies shall document the following information:
 - a. Make an incident in the records management system for assist to another agency.
 - b. Document the names of the police department personnel dispatched to mutual assistance.

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C. EMERGENCY SCENE OPERATION

1. The designated Incident Commander of the requesting agency shall be in charge of the emergency or situation requiring Mutual Aid. All loaned personnel shall follow the Incident Commander or designee's lawful orders. However, where the provided mutual assistance involves the loan of specialized units (tactical response, hostage negotiation, bomb disposal, or K-9, etc.), the supervisor of the specialized unit shall be responsible for the proper implementation of their specific task, as determined by the designated Incident Commander.
2. When taking law enforcement actions at the emergency site, including use of force, officers shall adhere to their agency policies and procedures. They shall use only those weapons and tactics for which they are qualified and authorized to use by the host agency.
3. Officers on loan from other agencies responding to the emergency shall regularly update their communications section concerning the continued status of the emergency, line-of-duty injuries, or need for relief by phone whenever possible when dealing with sensitive information.