

Attachment #76

Sedgwick County Sheriff's Office- PVRD Policy

SEDGWICK COUNTY SHERIFF'S OFFICE

DATE: DECEMBER 12, 2011

SEDGWICK COUNTY, KANSAS

SPECIAL ORDER: #11-32

**OFFICE OF: COMMANDING OFFICER
SUPPORT DIVISION
DETENTION BUREAU**

**EFFECTIVE DATE: DECEMBER 25, 2011
001 hrs**

EXPIRES: Upon incorporation into general orders or revised in writing by one of the division commanders

SUBJECT: Video Recordings and Use of Force

PURPOSE: To incorporate immediately changes in procedures set forth in Detention Policies 103.05, Booking Desk Video Recordings and 105.08, Use of Force.

I. Detention Policy 103.05, III, Administrative Handling of Recorded Videos will be renumbered to IV; Booking Desk Video Recordings, III, A – F, will be added and will now read as:

III. Recording Procedures – Individual Sergeant Cameras

- A. Use of force situations in booking will be recorded using a handheld video camera in addition to the individual camera worn by the sergeant.**
- B. Use of force situations where the response is planned and organized in advance will be recorded using a handheld camera in addition to the individual camera worn by the sergeant.**
- C. Video cameras worn by sergeants will be activated when responding to use of force situations and/or any situation requiring a response team.**
 - 1. Sergeants will activate their video camera when a confrontation is reasonably likely to result in use of force.**
 - 2. All sergeants present at a use of force incident will activate their individual video cameras.**
- D. Handheld or individual sergeant cameras will not be used to record personnel issues.**
- E. Sergeants will upload all videos from their individual camera at the end of each shift if, any video has been recorded.**

1. When uploading videos, they are to be marked as never to be deleted.
2. Sergeants are not authorized to delete, forward or make copies of any video recordings.

F. Individual cameras are assigned to each sergeant, who is responsible for keeping the camera charged and in working condition. The sergeant may take their camera home if they wish, but will not be allowed to work as an operations sergeant without it.

II. Detention Policy 105.08, Use of Force, I, D currently reads:

D. Use of Force involving the deployment of an Electronic Control Device has its own set of unique variables for each situation. The supervisor should consult with the clinic staff before using the ECD when time and other circumstances allow. The clinic staff may have information on an individual inmate that may assist a supervisor in determining what method of force to utilize.

Detention Policy 105.08, Use of Force, I, D will be renumbered to E and D will now read as:

D. Unless the situation demands immediate intervention, detention deputies should contact their sergeant prior to initiating action which will likely result in use of force.

III. Detention Policy 105.08, Use of Force, III will be added and will now read as:

III. Documentation of Use of Force

- A. All personnel involved in a use of force incident will complete a detailed report of the incident.
- B. If the use of force level was “empty hand control” or higher, regardless of the case classification, the departmental use-of-force form will be completed (General Order 1.3.14).
- C. Video cameras worn by sergeants will be activated when responding to use of force situations and/or any situation requiring a response team.
 1. Sergeants will activate their video camera when a confrontation is reasonably likely to result in use-of-force.
 2. All sergeants present at a use of force incident will activate their individual video cameras.

- 3. Sergeants must wear their individual video camera whenever working as an operations sergeant.**
- D. Use of force situations where the response is planned and organized in advance will be recorded using a handheld camera in addition to the individual camera worn by the sergeant.**
- E. Use of force situations in booking will be recorded using a handheld video camera in addition to the individual camera worn by the sergeant.**

Captain Barbara Maxwell
Support Division