

Texas Commission on Jail Standard

Emergency Plan

Chapter 263

Objective

To provide all Cameron County Jail Personnel with the proper procedures in dealing with, Fires, Riots, Rebellions, Assaults, Escapes, and Civil Disasters.

General

- A. All new employees will attend a mandatory course covering policy and procedures of the Cameron County Jail, and protocol in dealing with fires, riots, rebellions, assaults, escapes, and civil disasters. The Jail Administrator will schedule evacuation drills and fire drills on a regular basis but not less than each calendar quarter. Procedures for responding to any emergency are presented to jail staff during in house training procedures.
- B. The shift supervisor is ultimately responsible for the safety and security of the Facility and shall be responsible for notifying the Sheriff/Operator of any emergency that may arise during their shift.
- C. In case of an actual emergency, all officers should stand by until the emergency is resolved. All necessary reports, documents, photographs, etc., need to be submitted before any person can be dismissed from the jail facility. All officers are subject to be called in to work if an actual emergency should occur.
- D. First Aid equipment shall be located at each cell area and shift Supervisor will be responsible for notifying medical staff or medical staff on call. In the event that the Emergency Medical Services (EMS) is needed, the shift supervisor will make the request.
- E. Attached you will find the proper policies and procedures to follow in each individual emergency.

FIRE and EVACUATIONS

A. In the event of a fire, the floor officer will immediately notify the master control officer of the floor or cell location where the fire exists. The floor officer responding will call a "Code 12" when reporting the fire. The master control officer will announce a "Code 12" over the radio system. At this time the shift supervisor and backup officers will respond to the area and assess the situation. It will be the shift supervisor's responsibility to request the Brownsville fire department.

B. The floor officer will immediately put on the SCOTT air pack, if necessary, and attempt to extinguish the fire. Backup and support personnel will operate the fire hose until relieved by the fire department. Upon arrival of the fire department the shift supervisor, or assistant will direct the fire fighting personnel to the fire location.

C. If cell evacuation is necessary, the floor officer, along with backup assistance, will begin by securing the evacuation route. The inmates will then be escorted to their designated evacuation area, where armed deputies will be on hand at all exits to prevent an escape during an evacuation. Non ambulatory inmates will be assisted by the use of patient evacuation equipment kept in the Infirmary.

D. The shift supervisor will check the cell area to insure that the evacuation is complete. The responding floor officer will accompany the inmates to the evacuation area and take head count of all inmates upon arrival. Inmates will be kept quiet and moved in an orderly manner toward the exits.

E. Exits from the floors and building shall be clearly marked according to the local fire code. Should evacuation be necessary, the safety of inmates and staff members will be the primary concern. However, sufficient personnel should be on hand to secure all points along the evacuation route and the evacuation area. REMEMBER, only partial evacuation may be required. Only inmates in the affected areas will be evacuated. The shift supervisor will advise the floor officer if evacuation is imminent.

F. All reports will be completed and submitted by all staff involved in the incident.

DORM EVACUATIONS

In an emergency, where dorm evacuation is apparent, the following should be followed.

A. At the Detention Center I dorms X(X-ray), Y (Young), Z (Zebra), Detention Center II Dorms V (Victor) and W (William) inmates will be evacuated through the dorms into the recreation courtyard directly beside their respective dorm area. At the Carrizalez/Rucker Detention Facility the inmates house in Alfa, Bravo, Charlie, Delta, Echo, Fox will be evacuated to the recreation courtyard which is beside its respective dorm area.

B. Trustees working in the kitchen and laundry area will be escorted out to the recreation area or to the trusty's dorm. The floor officer assigned to the supervision of trustees will be responsible for their movement.

CELL EVACUATIONS

At the County Jail facility, the following plan should be followed:

A. Trusty inmates working in the first floor kitchen, laundry, and cleanup detail, will be evacuated to the sally port area. Inmates in the jail infirmary, drunk tank and holding cells, will also be escorted to the sally port area.

B. Inmates on the second floor will vacate to the outside recreation area. Female inmates will be evacuated to the female recreation area.

C. Third floor inmates will vacate to their respective recreation area. If more evacuation space is needed, the 2nd floor courthouse tunnel will be used.

D. Elevators should not be used if there is a fire. All movement will be carried out via the fire escape stairs.

E. The facility booking officer on duty will be responsible for all jail records (booking reports). The shift supervisor will assign an officer to help the booking officer in securing the booking area and maintain the control room.