



Mutual Aid

PURPOSE

Provide guidelines for responding to a request for assistance from the San Diego County Probation Department Juvenile Hall when an incident results in mass arrests.

POLICY

The San Diego Sheriff's Department Detentions Processing Division and San Diego Probation Department Juvenile Hall will provide mutual aid to each other in the event of mass arrests for Juveniles or Adults.

A team of undetermined Detention Processing Technicians (on a voluntary basis) from either department are available to respond to an identified facility to assist the custody processing of new individuals brought into custody.

- The Detentions Processing Division (DPD) may deploy their Detentions Processing Technicians to the Juvenile Hall facilities based on the incident.
- The Probation Department Juvenile Hall may deploy their Detentions Processing Technicians to the George Bailey Detention Facility, Las Colinas Detention Facility, or the San Diego Central Jail.

The need to respond is based on incident and anticipated number of arrests and all other information supplied to the departments. The decision to activate either planned or spontaneous callout will fall upon direction from the Sheriff's Operations Supervisor/Manager.

PROCEDURE

1. The need for activation may be either planned or spontaneous.
 - a. The on-duty Detention Processing Supervisor will seek Detention Processing Technicians (on a voluntary basis) from their division to respond to an identified facility to assist the custody processing of newly arrested individuals.
2. Upon approval, the on-duty Watch Commander will assist in providing a facility vehicle for the transport of the IPD Team to Kearney Mesa or East Mesa Juvenile Hall.
 - SDCJ Watch Commander – (619) 615-2472
 - LCDF Watch Commander – (619) 258-3088
 - GBDF Watch Commander – (619) 661-2626
 - VDF Watch Commander – (760) 940-4820
3. There is one activation plan based on nature of the emergency and anticipated number of arrests.
 - a. Management determines the number of Detention Processing Technicians to be deployed from each facility. Supervisors prepare to provide current staffing levels and workload. On duty staff



are deployed from any facility, on a voluntary basis. Activation requires equipment and personnel listed below:

- 1 Supervisor - SDCJ
- 2 Detention Processing Technicians - TBD
- 1 Facility vehicle – TBD

- b. If current shift is below minimum staffing, management/supervisor will review staffing and workload for the next shift. If relief positions are available, the management/supervisor will contact the oncoming Detention Processing Technicians to seek volunteers for Mutual Aid and direct them to the identified location.
4. Training - Each department will provide staged/ongoing training to assure staff is informed procedures involved in "Mutual Aid" activation.
 5. Each department will maintain an updated telephone list for each facility.

Kearny Mesa Juvenile Detention Facility (KMFJDF)

Probation Operation Support Manager (858) 694-4506

Detention Processing Supervisor (858) 694-4517

East Mesa Juvenile Detention Facility (EMJDF)

Probation Operation Support Manager (858) 694-4506

Office Support Specialist (619) 671-4465

- a. The Managers will make the decision to activate Mutual Aid.
- b. The Managers/or designee will make the notification necessary to accomplish the directed activation. A supervisor will notify the on-duty Watch Commander of the activated plan.
- c. The initial responders are personnel currently on duty. Relief will coincide with normal facility, shift change hours.
- d. If unsuccessful in contacting, the on-duty supervisor will re-assign oncoming staff to report to the central location. All notifications are made by telephone.

RELATED SECTIONS: Detention Policy and Procedures **H.14**