



## ***Metropolitan Emergency Tactical Response Operations***

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### **Formal Agreement**

January, 2019

This agreement sets forth the conditions of support, operation, and oversight of the multi-jurisdictional tactical unit known as the Metropolitan Emergency Tactical Response Operations, or METRO. The participating agencies recognize that a need exists for such a unit. The cost of any agency to individually fund such a unit would be prohibitive; therefore, pooling resources would be beneficial.

### **POLICY**

Recognizing that the presence of a highly trained and skilled police tactical unit has been shown to substantially reduce the risk of injury or loss of life to citizens, police officers and suspects; and recognizing that a well-managed "team" response to critical incidents usually results in successful resolution of critical incidents, it is the intent of the participating METRO member agencies to work together to provide a highly trained and skilled tactical team as a resource for those law enforcement agencies included in the inter-local agreement who need assistance with critical incidents.

### **MISSION/PURPOSE**

The mission of the METRO team is to support the Urbana, Mahomet, Parkland College, University of Illinois and Rantoul Police Departments as well as the Champaign County Sheriff's Office with a tactical response to critical incidents. Critical incidents are defined as follows:

- Hostage Situations - the holding of any person(s) against their will by an armed or potentially armed suspect.
- Barricade Situations - the stand-off created by an armed or potentially armed suspect in any location, whether fortified or not, who is refusing to comply with police demands for surrender.
- Sniper Situations - firing upon citizens and/or police by an armed suspect, whether stationary or mobile.
- High-Risk Apprehension - the arrest or apprehension of armed or potentially dangerous suspects where the likelihood of armed and/or violent resistance is high.
- High-Risk Warrant Service - the service of search or arrest warrants where any condition posing an unconventional hazard for routine service exists.
- Personal Protection - the security of special persons, such as VIP's, witnesses, or suspects, based on threat or potential threat to the well-being of those persons.
- Special Assignments - any assignment approved by a METRO Team Commander, based upon a high level of threat.

- Homeland Security Incidents – any homeland security event that requires a local response.
- Civil Disturbances – the METRO team are the first level of response to civil unrest to mitigate potential damage and injuries and to assist Region 7 Mobile Field Force as necessary.
- Surveillance – the covert surveillance for potentially high risk situations.
- Special Event Support-provides specialized deployment as required by requesting agency.
- METRO can also be utilized for other special operations including providing assistance to non-METRO agencies both within Champaign County as well as outside Champaign County.

For any request from outside Champaign County, the top Law Enforcement authority (or their designee) who has actual authority over the event that precipitated the METRO request must contact a member of the METRO Governing Board. The METRO team will only respond after the Chief / Sheriff who was contacted consults with the remaining Governing Board members.

### **PARTICIPATION**

The METRO team consists of members from each participating Department which currently consist of:

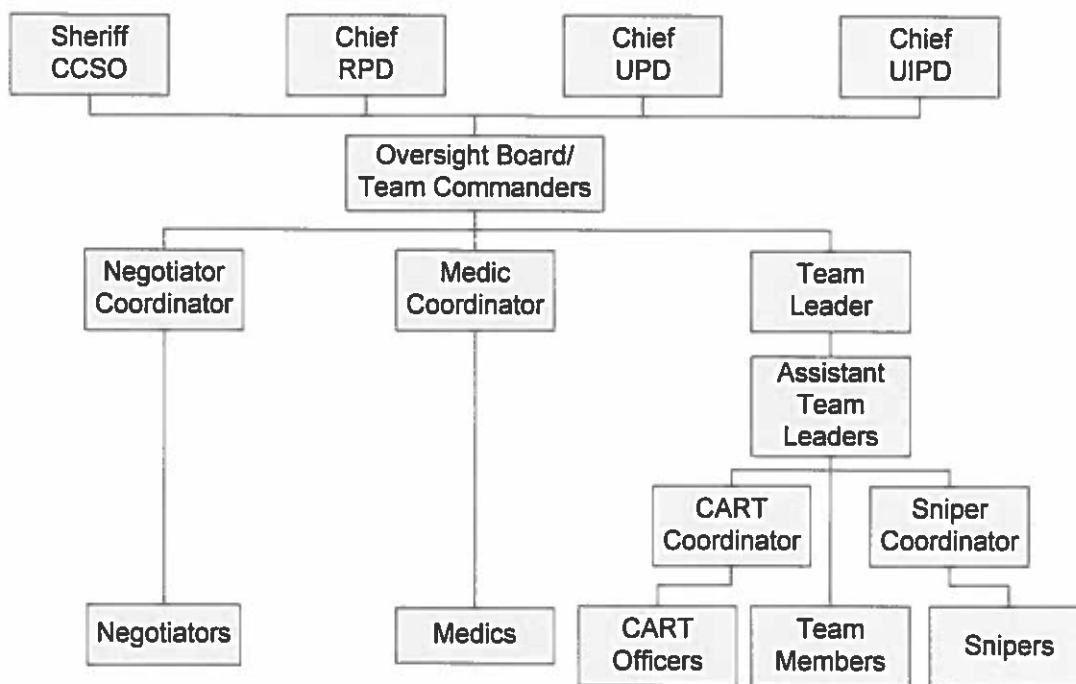
Champaign County Sheriff's Office  
 Rantoul Police Department  
 University of Illinois Police Department  
 Urbana Police Department  
 Mahomet Police Department  
 Parkland College Police Department

The University of Illinois Police Department will provide medical support for METRO in the form of medics for every call out. Tactical and medical equipment, including radios, ballistic vests and helmets will be provided to the METRO team medics on a loan basis from Arrow Ambulance. Other agencies may join METRO at a later date with the unanimous agreement of the Chiefs and Sheriff.

### **ORGANIZATION**

One of the participating Departments will act as lead financial agency. As of May1, 2017 the Village of Rantoul will fulfill that responsibility. The Village of Rantoul will hold, manage and disperse the funds of METRO/SWAT. Training and activation records will be maintained by the Urbana Police Department. It is agreed that these responsibilities can change to another department with a unanimous agreement of the Chiefs and Sheriff.

The organization chart for the unit is as follows:



### **GOVERNING BOARD**

The Governing Board of METRO shall consist of the Champaign County Sheriff, Rantoul Police Chief, University of Illinois Police Chief and the Urbana Police Chief. This board will operate with input from the chiefs from other participating agencies. For the term of this agreement those agencies are the Mahomet Police Department and the Parkland College Police Department.

### **OVERSIGHT BOARD**

An Oversight Board has been established consisting of commanders representing the Champaign County Sheriff's Office, Rantoul Police Department, University of Illinois Police Department and Urbana Police Department. The Oversight Board will meet with the Governing Board every year to report on unit activities and discuss issues relevant to METRO. Agencies will appoint a command level officer to the Oversight Board as described in Staffing Standards. Members of this Board are directly responsible to the Governing Board. The Board members will have the authority to propose budget items, approve training, and set standards such as attendance, team policies and procedures. The Oversight Board acts as the tactical command group (including a METRO Medic Commander) during operations and activations. The Oversight Board will also maintain the policies, procedures and training records.

### **FUNDING**

The Chiefs and Sheriff recognize that the unit cannot operate without sufficient funding. Each Department will provide annual funding as agreed upon by the Governing Board based upon Oversight Board recommendations. The lead agency will collect and disburse the funds at the direction of the Oversight Board. The Oversight Board will report to the Governing Board as to the disposition of the funds.

Due to METRO's budgetary limitations, certain non-equipment costs related to individual members must be paid for by the member's agency. These costs include:

- Basic and advanced SWAT School (mandatory cost for all new members)
- Basic and advanced SNIPER School (mandatory cost for any new sniper)
  - Rifle and Accessories
  - Ammunition for Basic School
- Basic and advanced Negotiator Training (mandatory cost for any new negotiator)
- Specialty Courses such as CART, Hostage Rescue, Tactical Command, Explosive Entry, etc. (as allowed by agency)
- Dues and subscriptions to NTOA, ITOA and other professional organizations (as allowed by agency)
- Annual Conferences (as allowed by agency)

METRO shall reimburse the University of Illinois Police Department all associated costs (i.e. wages, malpractice insurance, equipment, training, etc.) of the medic program.

### **STAFFING STANDARDS**

Each Department will provide the following level of minimal support:

#### **Sufficient Officers to staff the METRO unit.**

- The Rantoul Police Department will supply at least three team members, one negotiator and one Command Officer to sit on the Oversight Board.
- The Urbana Police Department will supply at least six team members, two negotiators and one Command Officer to sit on the Oversight Board.
- The Champaign County Sheriff's Office will supply at least six team members, two negotiators and one Command Officer to sit on the Oversight Board.
- The University of Illinois Police Department will supply at least six team members, two negotiators and one Command Officer to sit on the Oversight Board.
- The Mahomet Police Department will supply at least one team member.
- The Parkland College Police Department will supply at least one team member.

#### **➤ Provide personnel for unit activations and training**

Each agency agrees to supply their team members for METRO activations and training without charge to the other agencies.

### **OPERATOR SELECTION/REMOVAL PROCESS**

Assignment to METRO is a three-step process. The Agency will submit a list of interested persons whom the Agency deems qualified and suited for METRO. The Agency will consider the firearms, physical and any other requirements as set by METRO.

The Agency should also consider other, less defined factors, such as the ability to operate under high stress for extended periods, the training requirements, the ability to operate in a team environment and other such considerations.

The Agency may submit one person or more than one person for consideration by METRO team leaders.

The second step in the process will be successful completion of the fitness and firearms qualification courses by the candidates. The candidates will then be interviewed by METRO team leaders and a command officer (or designee) from the submitting agency. The entire selection process will be facilitated

by no less than 3 members of the METRO leadership staff. After the interviewing process is complete, the Agency head will confidentially be notified as to any applicant who is not qualified.

The final step in the process will be the Agency Chief or Sheriff appointing a qualified applicant to the team.

Once accepted and assigned to the METRO Team, all operational team members, regardless of rank or position, must maintain acceptable standards of performance, as delineated in the METRO guidelines. Failure to meet the minimum acceptable standards will result in the team member being placed in a temporary, non-deployable status. Failure to meet the minimum acceptable standard will result in the team member being placed on a temporary, non-deployable status. Failure to meet the minimum acceptable standards within 60 days will result in the immediate removal from the team. Being placed in a temporary, non-deployable status on two (2) or more occasions will result in a status review by the Oversight Board. Inability to participate in standard testing due to a documented injury will result in a status review by the Oversight Board.

A team member may voluntarily withdraw from the team at any time, for any reason. A team member may be removed from the team, without cause, when deemed necessary for the good of the team by a consensus of the leadership elements of the team and approved by the Chief Police Executive of the affected member's agency.

### **NEGOTIATOR SELECTION/REMOVAL PROCESS**

Assignment to the METRO negotiator team will involve several steps. The agency will submit a list of interested persons along with their memorandums of interest to the interview panel. The panel will consist of the negotiator team leader and assistant team leader, the negotiator commander and a METRO team or assistant team leader. Also present will be the commander from the applicant's jurisdiction.

Each candidate will then go through a formal interview for the vacant position. The candidate will be asked a series of questions, some will be scenario based, to gauge the candidates knowledge in tactics and philosophy. Once the interviews have concluded, the panel will give their recommendation for selection to the METRO commander from that jurisdiction. That METRO commander will inform that jurisdiction's chief or sheriff of the panel's recommendation. Upon the approval of the appointment by the chief or sheriff, the METRO commander will notify all involved parties.

The removal process is the same for negotiators as it is for operators.

### **TRAINING**

The participating agencies agree that well-run and documented training is essential for an effective tactical team. The Departments and Sheriff's Office agree to provide for sufficient training for METRO team members. The initial agreed upon standard is a minimum of 8 hours per month for 10 months and (2) two-day (16 hours) session annually. This is a total of at least 112 hours annually.

Negotiators will train a minimum of 8 hours every other month. During the year, that training should include scenario based training, unit meetings, equipment checks and training with other teams. This is a total of at least 48 hours annually. Attendance at the Illinois Crisis Negotiator's Conference is encouraged.

Each agency may be expected to participate in training and equipping team members as counter-sniper marksmen, CART officers, and other required specialty positions as outlined in the METRO guidelines.

### **MINIMUM STANDARDS FOR TEAM MEMBERSHIP**

Other than negotiators, each team member must:

- Be a non-probationary, full-time Officer with at least one year of experience on their current Department
- Acceptable performance on METRO fitness and firearms qualifications and standards as outlined in the METRO guidelines.

- Approval by the Agency Chief or Sheriff
- Complete state certified basic SWAT within one (1) year
- Attend 75% of all training and activations on an annual basis unless departmental requirements conflict
- Demonstrate the attitude and ability required of team members

### **DISENGAGEMENT**

If any agency decides to withdraw from active team participation, they forfeit their interest in any commonly purchased team equipment theretofore and that year's share of the budget. Any equipment items that the agencies brought to the METRO team initially will be retained by them. If an agency fails to meet the standards established by the agreement, then the other three agencies must unanimously vote to remove that agency from the team.

### **POLICIES**

The Team shall have a policy manual known as METRO Guidelines developed by the Oversight Board and approved by the Chiefs and the Sheriff.

### **COMMAND AND CONTROL STRUCTURE**

The METRO Team is commanded by Team Commanders who make up the Oversight Board. When activated for an operation, the METRO Team Commander from the affected jurisdiction establishes and commands the Tactical Operations Center (TOC). If the Team Commander from the affected jurisdiction is not present, then the first Team Commander to arrive will establish the TOC. The TOC is responsible for oversight of team deployment, tactical decision-making and tactical resolution of the incident. An Incident Command may be established apart from the TOC. The TOC will confer with Incident Command on tactical options. No person who is not in a leadership position within the METRO Team will attempt to direct, supervise or control any asset or member of the METRO Team. Accordingly, METRO Team Members will take orders only through METRO Command.

During operations and training, METRO Team members are subordinate to METRO Team Commanders and/or Team Leader(s), regardless of agency. The differentiation of agency will not be an issue during operations and training and the team will act as one unit regardless of outside routine rank or assignment.

One (1) Team Leader and at least two (2) Assistant Team Leaders shall be selected by the Oversight Board. The Team Leader shall be chosen from the Assistant Team Leaders. The Oversight Board maintains the authority to remove any member of the team leadership if it deems necessary.

### **EQUIPMENT STANDARDS**

Contained within the METRO Standard Operating Guidelines is a list of the minimum amount of equipment required for each team member. Due to various department labor contracts and purchase procedures, these items will be supplied (and replaced as necessary) by either the individual agency and/or the individual team member.

METRO Team members to whom any item of equipment is issued are responsible for the care and maintenance of the equipment. Failure to appropriately care for or maintain the equipment in full mission readiness will be grounds for removal from the team.

### **VEHICLES**

Vehicle acquisition, repairs and storage will occur jointly with each agency attempting to divide the costs proportionally in accordance with the funding formula. Current vehicle status includes an armored car licensed, insured and titled by the Champaign County Sheriff's Office; mobile command post licensed, insured and titled by Urbana PD; SWAT van licensed insured and titled by University of Illinois PD. Storage is currently being provided by Champaign County.

**PRESS RELEASES**

Press releases and/or the release of information to the media will be made by the agency that has jurisdiction where the event occurred in accordance with the releasing agencies established media release policy. No unilateral press releases will be made by any participant without the prior approval by the other participants. No information pertaining to the METRO unit itself will be released to the media without the mutual approval of all participants.

**INDEMNIFICATION**

Current Mutual Aid Agreements apply to any indemnification issues.

The aforesaid notwithstanding, each agency retains, at all times, control and authority over its own METRO Commanders.

***By signing below, the Chiefs and Sheriff indicate that they will support the METRO unit and this agreement.***

Dated 02/14/19

  
\_\_\_\_\_  
Chief Bryant Seraphin  
Urbana Police Department

  
\_\_\_\_\_  
Chief Craig Stone  
University of Illinois Police Department

  
\_\_\_\_\_  
Chief Tony Brown  
Rantoul Police Department

  
\_\_\_\_\_  
Chief Michael Metzler  
Mahomet Police Department

  
\_\_\_\_\_  
Sheriff Dustin Heuerman  
Champaign County Sheriff's Office

  
\_\_\_\_\_  
Chief William Colbrook  
Parkland College Police Department