

# JACKSONVILLE POLICE DEPARTMENT

Policy: 13-1  
Effective: 05-09-19  
Revised: 01-18-21

## SPECIAL RESPONSE TEAM (SRT)

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**PURPOSE:** To establish Department guidelines for activation, structure, and basic operating procedures for the Jacksonville Police Department's Special Response Team (SRT).

**POLICY:** The Jacksonville Police Department does not employ a dedicated SWAT team. Instead, the policy of the Jacksonville Police Department shall be to utilize a specialized unit consisting of specially selected officers who are trained, equipped, and deployed in high risk law enforcement situations. The members of the Special Response Team (SRT) are assigned other full-time duties and serve on the SRT as needed.

### PROCEDURES:

#### I. STRUCTURE AND COMMAND OF THE SRT

- A. The SRT will be made up of thirteen (13) members who will include one (1) Tactical Team Commander (TTC), one (1) Tactical Team Leader (TTL), one (1) Assistant Team Leader (ATL), and Ten (10) team members.
- B. The SRT is commanded by the TTC. When activated for an operation, the TTL will assume responsibility for the inner perimeter of the incident. The TTL's responsibility for the SRT will include the deployment of the team, tactical decision making and tactical resolutions of the incident. The TTL will decide when and if the tactical option will be initiated and how it will be performed.

#### II. CALL OUT OF THE SRT

- A. The Shift Supervisor has the authority to immediately request the activation of the SRT for any critical incident within jurisdictional boundaries. The Shift Supervisor will contact the TTC or the TTL, if the TTC is unavailable, and brief him on the incident. The TTC or TTL will then take responsibility for activation of the team.
- B. The SRT is available, with the approval of the Jacksonville Police Department's Chief of Police, or his designee, to any requesting law enforcement agency.
- C. The Chief of Police will be notified by the Captain, or his designee, as soon as possible on all SRT call outs.
- D. In the event of deployment of the SRT, officers will secure the area and establish a Command Post in a secure area to provide for the coordination and control of the situation.
- E. The SRT may be notified in all situations involving the following to supplement other department components: (8.04)
  1. Barricaded subjects;
  2. Hostage situations;
  3. Riots, demonstrations, or civil disorders;
  4. High risk apprehensions involving dangerous suspects, or those that are known to be armed;
  5. High risk/unknown risk narcotics search/arrest warrants where:
    - a. Suspects are known to be dangerous;
    - b. Violence is likely to be encountered;
    - c. It is believed that weapons are being carried by suspect(s); or

- d. By the nature of the totality of the information available, it is believed that the risk is such that it exceeds what can be handled by a normal narcotics, patrol, or Criminal Investigation Division (CID) response.
- 6. Suicidal subjects/Emotionally disturbed persons who are armed and/or threatening others, including police, who may try to intervene;
- 7. Natural disasters (tornado, flood, earthquake);or
- 8. Manmade disasters (terrorism, chemical spill)
- F. All operational components will coordinate and cooperate with other operational components during deployment of the SRT Team.
- G. SRT will use a risk assessment matrix and have preapproved operation plans. (8.04)

### III. SRT MEMBERSHIP (8.04)

- A. Selection process: If a position becomes available, the TTC will post a notice of the opening, which will be open to all sworn officers of this Department, who have successfully been here at least two (2) years. Officers who wish to apply will write a letter of intent to the TTC. Prospective members must pass the following SRT requirements:
  - 1. Consistently shoot at least ninety (90%) percent in firearms qualifications.
  - 2. Pass an approved physical fitness test for SRT members. ( See Appendix C)
  - 3. A vote by current team members after a formal team interview will be strongly considered by the team leaders in determining appointment to the team. Past training and experience will be considered during the process.
- B. Personal standards: Once accepted and assigned to the SRT, all operational team members, regardless of rank or position, must maintain acceptable standards of performance. All team members must meet the following minimum requirements:
  - 1. Pass the SRT physical fitness test twice a year. The completion of the course with a satisfactory time will exclude the member from Policy 8-5: Essential Functions and Physical Fitness. (See Appendix C)
  - 2. Consistently shoot at least ninety (90%) percent in all firearms that they utilize.
  - 3. Certify annually on individual skills.
    - a. Failure to meet the minimum acceptable standards may result in the team member being placed in a temporary, non-deployable status, for a period of thirty (30) days and/or completion to the standard. Failure to meet the minimum acceptable standard within the thirty (30) days will result in the immediate removal from the team.
    - b. Being placed in a temporary, non-deployable status twice within two (2) years may result in immediate removal from the team.
- C. Removal from SRT membership: It is the goal of the SRT to have members who are highly professional, disciplined, and dedicated. A member may be removed for any of the following:
  - 1. Written request of removal by the team member;
  - 2. Chronic problems with tardiness to training or call outs;
  - 3. Chronic problems with absences from training or call outs; must attend seventy-five (75%) percent of training per year; absence from training may be approved prior to the day of training. Team members **cannot** miss more than four (4) days of unexcused training.
  - 4. Failure to adhere to the chain of command of the team;
  - 5. Displaying an attitude that is not conducive to proper team functions;
  - 6. A disregard for the policies, rules, regulations, and lawful directives of the team;
  - 7. Without cause, when deemed necessary for the good of the team by a consensus of the leadership elements of the team; and
  - 8. A team member may be removed by the Chief of Police for unsatisfactory performance in his regular duties.

#### IV. TRAINING STANDARDS (3.09)

- A. Members of the SRT must complete a state approved Basic SWAT school, or the equivalent, before active participation in an SRT operation.
- B. Required certifications and continued education for members include, but are not limited to:
  - 1. Impact munitions,
  - 2. Chemical munitions,
  - 3. Flash bangs,
  - 4. Sniper,
  - 5. Breacher, and
  - 6. Less-lethal
- C. The SRT will conduct training at a minimum of eight (8) hours per month.
- D. The training will be documented and kept in the SRT training file for a period of five (5) years.
- E. Certificates of training will be kept in the officer's individual file.

#### V. ISSUED EQUIPMENT

SRT members to whom any piece of equipment is issued are responsible for keeping that equipment in mission-ready condition at all times. Equipment will be serviceable, in proper working condition, and it will be the responsibility of the team member to regularly inspect that equipment. (See Appendix A) for the equipment that is issued to SRT members.

#### VI. SPECIALIZED EQUIPMENT

- A. Recognizing that the missions of the Special Response Team are performed in a hazardous environment, and recognizing that the safety of innocent citizens, officers and suspects are often jeopardized by the hazardous conditions, it shall be the intent of the SRT to utilize special equipment, in an attempt to lessen the risk of injury or death to all involved during the performance of the team operations.
- B. Examples of specialized equipment are Chemical Munitions, Diversionary Devices, and/or Less Lethal or Non Lethal Munitions. This is not an exhaustive list, but it is provided to show examples of specialized equipment.
- C. All members of the SRT will be trained prior to deploying any specialized equipment. A member of the SRT shall not deploy specialized equipment without proper training.
- D. All specialized equipment will be deployed according to training standards.
- E. All specialized equipment will have a documented readiness inspection at least twice annually. (7.27)

#### VII. SRT VEHICLE

The SRT Vehicle will be used in the furtherance of SRT operations to transport officers and/or equipment if deemed necessary by the TTC.

- A. The TTC will have the ultimate authority in the decision of how and when to utilize the vehicle. The SRT Vehicle will be operated keeping in mind the safety of both citizens and officers. The SRT Vehicle should not be utilized in terrain that is beyond its capabilities.
- B. The SRT Vehicle requires no special licensing to operate. In an emergency situation, any SRT member may operate the SRT Vehicle.
- C. The TTC will document designated drivers, who will be responsible for the condition and maintenance of the SRT Vehicle. Requests for repair will be turned in through normal Department channels.

- D. Individual SRT officers are responsible for the storage and transport of their personal gear. (See Appendix B) for the equipment that is stored in the SRT Vehicle.
- E. The SRT Vehicle will have a documented readiness inspection at least twice annually. (7.27)

VIII. MINE RESISTANT AMBUSH PROTECTED VEHICLE (MRAP)

Vehicle designed to transport personnel and/or equipment to the scene of a tactical operation while providing ballistic protection for the occupants.

- A. An inspection, to include running the motor while parked for one hour, will be done monthly. A system check will be performed during a weekly inspection, to include security.
- B. A pre-trip inspection prior to normal operation is required. This may be disregarded under tactical deployment.
- C. A ground guide (spotter for backing up) is not required during tactical deployment but recommended under all other conditions.
- D. Code III response to any deployment site is not authorized without TTC approval.
- E. When not deployed or at a maintenance facility, the MRAP must be parked in an area designated by the TTC at the Police Department.
- F. An Eight (8) hour basic operator course will be required to operate the MRAP. Ongoing training will be provided for Four (4) hours a year for primary and alternate operators.
- G. The TTC will designate a team member responsible for driving the MRAP to call-outs and ensuring that it is maintained, well kept, and organized.
- H. Assigned operators will keep an inventory of all equipment stored in the MRAP and will notify the Equipment Officer to replace items, as needed, due to use.
- I. Deployment of the MRAP will be determined by the TTC.
- J. The MRAP vehicle may be used for emergency situations where armored protection or rescue of civilians or officers is necessary. Some examples include: natural disasters (flooding, tornados) active shooter, armed barricaded subjects, rescue of injured persons in ongoing crisis situation.
- K. The MRAP will have a documented readiness inspection at least twice annually. (7.27)

IX. DOCUMENTATION OF INCIDENTS

- A. The TTL will ensure that an after action report is completed by each team member involved in the incident to detail the activation and use of the team.
- B. The TTL will ensure that an after action review is completed for all SRT incidents.

X. AFTER ACTION REPORT/FORMAL DEBRIEFING (8.04, 8.06)

- A. The Incident Commander will submit to the Chief of Police an After Action Report which will include the personnel, equipment, operation, and management of the incident, as well as any recommendation for improvement and any things that went well.
- B. Upon submission of all reports, the Chief of Police, and the Division Commanders will hold a formal debriefing for the purpose of learning, evaluating and making recommendations.

Attachments: Appendix A: SRT Issued Equipment  
Appendix B: SRT Equipment on Truck  
Appendix C: SRT Essential Functions Test

ALEAP: 3.09; 7.27; 8.04; 8.06

A handwritten signature in black ink that reads "Brett Hibbs". The signature is written in a cursive style with a horizontal line underneath the name.

Brett C. Hibbs  
Chief of Police

## Appendix A

### SRT Issued Equipment (8.04)

1. Tac Vest
2. Neck Protector
3. Throat Protector
4. Bicep Protector
5. Groin Protector
6. Rifle Plate
7. Gas Mask Pouch
8. Rifle Mag Pouch
9. Pistol Mag Pouch
10. Radio Holder
11. Flash Bang Holder
12. Accessory Pouch
13. Helmet
14. Goggles
15. Elbow Pads
16. Knee Pads
17. Gloves
18. Shin Guards
19. Pistol Light
20. Gas Mask
21. Tac Holster
22. Hydrostorm
23. Gear Bag
24. MIC Headset
25. Camelback
26. Rifle
27. Self-Aid/Buddy-Aid Pack

## Appendix B

### SRT Equipment on Truck (8.04)

1. Break and Rake Tool
2. Mobile Home Breaching Tool
3. Two (2) Door Rams
4. Halligan Tool
5. Bolt Cutters
6. Breaching Backpack
7. Jack Rabbit Hydraulic Door Jamb Spreader
8. Extra Ammunition (Rifle And Handgun)
9. Gas Mask Filters
10. Less Lethal Launcher (40mm)
11. Less Lethal Rounds (Foam, Bean Bag)
12. Tear Gas Ferret Rounds
13. Tear Gas Grenades (Indoor And Outdoor)
14. Flash Bangs
15. Two (2) Breaching Shotguns
16. Crisis Negotiations Throwphone
17. TV and DVR For Throwphone Video
18. MRE's
19. Recon Scout Remote Control Robot Camera
20. Water
21. Flashlight Batteries
22. Canopy (Foldout)
23. Six (6') Foot Foldable Ladder
24. Four (4') Foot Ladder

## Appendix C

### SRT Essential Functions Test

1. Sandbag lift- The officer will lift a 50lb sandbag up over his head 10 times from the standing position.
2. Door Breach- The officer will drop the sandbag and pick up the ram and breach the door.
3. Run- Once the door has been breached the officer will run from the shoot house down to the range where he/she will enter the main gate and proceed to the bottom of the stairs.
4. Stair climb with breaching shotgun- Officers will proceed up the stairs (making sure they utilize every step) to the range house door where they will conduct a mock breach of the door. (Breach-Bang, Breach-Bang). Officers then will proceed down the stairs to the fence.
5. Fence- Officers will clear the wall with the breaching shotgun and then set the shotgun down and go over the wall to the window.
6. Window Entry- Officers will approach and pass through the Window Entry obstacle.
7. Low Crawl- Approach and duck under an obstacle approximately four (4) feet in height. (One knee must make full contact with the ground).
8. Hurdle- Once through the low crawl officers will grab the shield and proceed to the first of two (2) hurdles. Officer will step over the hurdles while moving forward and duty weapon drawn and pointing down range.
9. Shoot and reload drill- Officer will approach a 55 gallon barrel at the 15 yard line and fire their duty weapon 3 times at the target down range. Officers will then take a knee and perform an empty reload and fire 3 more rounds at the same target. (All shots must be in the scoring rings).  
Officers will then re-holster their weapons.
10. Dummy Pull- Drag or carry a one hundred twenty-five (125) pound dummy fifteen (15) yards.
11. Squats- Officer will drop the dummy and perform 15 deep knee squats.
12. Max time- Time limit of 3:30 will be allowed for officers trying out for the Jacksonville Police SRT.