

## Municipal Court Safety

*"Recognizing Dangers and Taking Safety Measures"*




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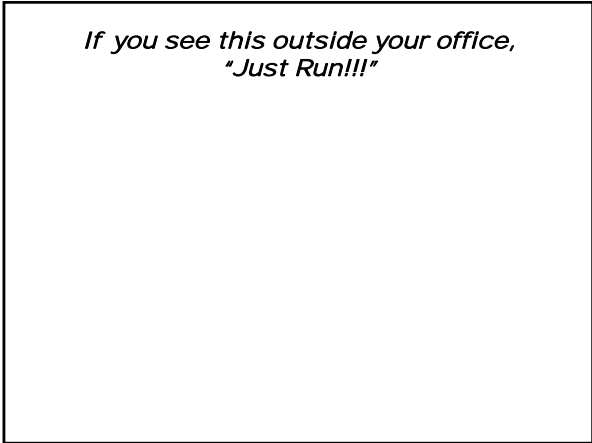
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*If you see this outside your office,  
 "Just Run!!!"*




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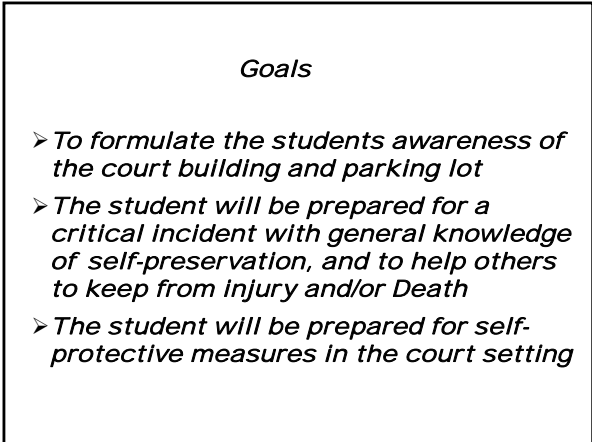
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### Goals

- *To formulate the students awareness of the court building and parking lot*
- *The student will be prepared for a critical incident with general knowledge of self-preservation, and to help others to keep from injury and/or Death*
- *The student will be prepared for self-protective measures in the court setting*




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*Learning Objectives*

- *Student will be able to identify and utilize personal safety strategies in the court environment*
- *Student will be able to identify and understand Parking Lot Safety*
- *Student will be able to understand Personal Safety in the Parking Lot*

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*Today in America's municipal courts the courtroom is usually packed, the temperature keeps you hot or cold, and anxiety runs high.*

*Present in the court room is a past convicted murderer (who did his time and been released), an unemployed citizen, a registered sex offender, a violent person, a high school teenager, a church mom, insurance salesman, fast food waiter and YOU!*

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*Why is all this important to know?*

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*It's because of the outcome of their class c citation, sometimes outcomes can turn into violent encounters, sending them into a rage, frustration, or a killing spree.*

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Always remember:  
  
Outcomes of a Class C citation can change your lives!

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*Working together, judges, clerks, and the Bailiff can make everyone feel secure knowing they are working together to protect everyone in court room and building.*

*There must be a line of communication and the line of authority, who is in charge if a security incident arises in the court room? Will it be the Judge, Bailiff, Sheriff, or Chief of Police? Who is going to be the one to secure the court in the event of a violent encounter?*

*Refer to your Security Policy Manual, and establish who will be the authority and who will be the line of communication.*

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TEXAS COURT SECURITY INCIDENTS

REPORTED BY

THE OFFICE OF COURT ADMINISTRATION

FISCAL YEARS

2009 / 2010

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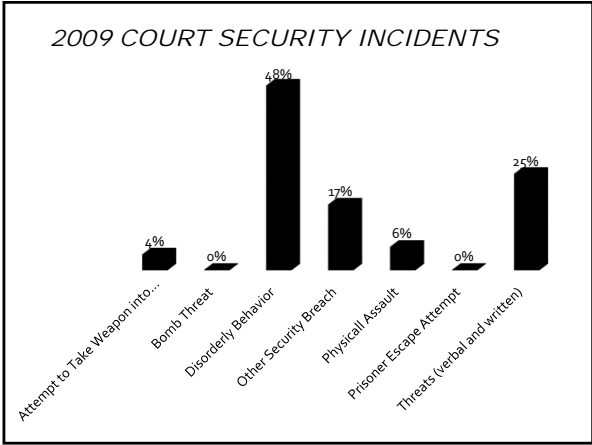
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Following are examples of incidents 2009

- Male defendant attempted to access the judge's chambers and jury room during pre-trial proceedings without authorization. Defendant was upset over time taken to get to his trial
- Defendant was in secured hallway attempting to enter clerks office. Access was gained through an unlocked door, which was left unlocked by persons using the courtroom after business hours

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- *Juvenile defendant was upset and disorderly during her hearing. She directly threatened to hit the Judge and was arrested. While being transported to detention, she attempted to kick out the windows of the patrol car.*
- *Defendant became irate when he learned warrants had been issued for his failure to pay. He began yelling at the clerk and Bailiff. Bailiff handcuffed him, patted him down and found box cutter in his pocket.*

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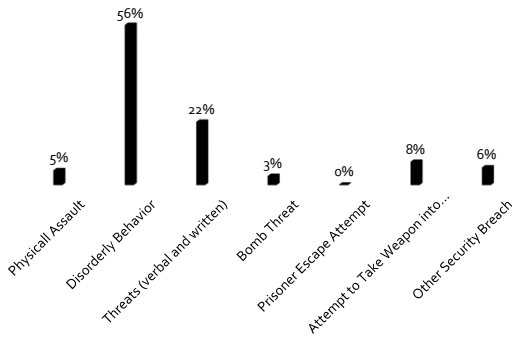
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2010 COURT SECURITY INCIDENTS




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Following are examples of incidents 2010

- *Defendant became angry when the judge found him guilty. Defendant began yelling vulgarities in the courtroom. Judge ordered the defendant to be removed from the courtroom and Defendant was arrested for Disorderly Conduct*
- *Phone message was left on court voice mail stating there was a bomb in the court. No bombs found, caller was located, arrested, and charged.*

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➤ Defendant was found guilty by a jury. Defendant was very difficult during the trial and left the building after the trial. Defendant returned stating that he wanted to watch the second trial. Defendant kicked the officer upon entering the courtroom and was charged as a result of the incident

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Report all incidents in the court building

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Office of Court Administration  
**Texas Court Security Incident Report**  
 Municipal Courts

Form must be submitted not later than the 3<sup>rd</sup> business day after the date the incident occurred.

<b>1. Information of Person Complaining From:</b> Name: _____ Title: _____	
<b>2. Court Name:</b> _____	<b>3. Incident Date:</b> _____ Time: _____
<b>4. Type of Incident:</b> <input type="checkbox"/> Physical assault <input type="checkbox"/> Sexual harassment <input type="checkbox"/> Threat <input type="checkbox"/> Stalking <input type="checkbox"/> Harassment <input type="checkbox"/> Intimidation <input type="checkbox"/> Other: _____	<b>5. Who was the perpetrator in the incident?</b> Name: _____ <input type="checkbox"/> Defendant <input type="checkbox"/> Plaintiff <input type="checkbox"/> Family member/friend of party in the case <input type="checkbox"/> Member of public audience/observer in any case <input type="checkbox"/> Other: _____
<b>6. Location of Incident:</b> <input type="checkbox"/> Courtroom <input type="checkbox"/> Judge's chambers <input type="checkbox"/> Court clerk's office <input type="checkbox"/> Courtroom hallway <input type="checkbox"/> Public area of courthouse/court building <input type="checkbox"/> Other: _____	<b>7. Was the incident reported to law enforcement?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes, name the agency: _____
<b>8. Was an escape attempt?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes, identify all escape methods: <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	<b>9. Was an escape attempt?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes, type of injury: <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____

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*KNOW THE BASICS*

- *KNOW YOUR BUILDING*
- *YOUR OUTSIDE SURROUNDINGS*
- *ALARMS*
- *PHONE SYSTEM (ALERT OTHER EMPLOYEES)*

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*YOUR OFFICE*

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*THE COURT*

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*THE ALARMS*



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*KNOW YOUR BAILIFFS AND WARRANT OFFICERS*

***YOUR AWARENESS MAY SAVE THEIR LIFE!***

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*The ACTIVE SHOOTER and YOU*

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*WHO IS AN ACTIVE SHOOTER*

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*WHAT IS AN ACTIVE SHOOTER*

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*> A SHOOTER WHO IS ACTIVELY SHOOTING, KILLING AND INJURING INNOCENT PEOPLE*

*> THEY HAVE THE DESIRE TO KILL WITHOUT CONCERN FOR THEIR SAFETY OR THREAT OF CAPTURE*

*> RANDOMLY MOVING AND SHOOTING THROUGHOUT A BUILDING OR AREA UNTIL STOPPED BY LAW ENFORCEMENT OR SUICIDE*

*> IS FULL OF RAGE, FRUSTRATION, AND BELIEVING TO HAVE BEEN WRONGED TRYING TO MAKE IT RIGHT BY KILLING*

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*Know what to look for*

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**SHOOTER INFORMATION:**

- **IS SHOOTER KNOWN/WHAT IS THEIR NAME**
- **HOW MANY SHOOTERS**
- **LOCATION**
- **RACE/GENDER**

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- **CLOTHING/PHYSICAL DESCRIPTION**
- **WEAPONS**
- **BACKPACKS/EQUIPMENT/EXPLOSIVES**
- **GIVE AS MUCH DETAILED INFORMATION AS POSSIBLE**

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*What you need to know about:*

**THE ACTIVE SHOOTER**

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- *SHOOTERS ARE ONE OR MULTIPLE*
- *SHOOTERS WILL NOT STOP UNTIL CONFRONTED*
- *SHOOTERS HAVE CONTROL UNTIL LAW ENFORCEMENT ARRIVES*
- *SHOOTERS DO NOT TAKE HOSTAGES*
- *SHOOTERS DO NOT NEGOTIATE*

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- *SHOOTERS DO NOT AVOID POLICE*
- *SHOOTERS DO NOT SURRENDER*
- *SHOOTERS DO NOT EXPECT TO ESCAPE OR SURVIVE*
- *SHOOTERS WILL COMMIT SUICIDE*

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*What to do*

- **SHELTER IN PLACE**
  
- **SECURE YOURSELF AND OTHERS IN A ROOM**
  
- **LOCK DOORS/BLOCK DOORS (FILE CABINETS/DESKS ETC)**
  
- **TURN LIGHTS OFF**

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- **SILENCE CELL PHONES/ COMPUTERS OFF**
  
- **CLOSE BLINDS/BLOCK WINDOWS/STAY AWAY FROM WINDOWS**
  
- **MAKE ROOM LOOK EMPTY**
  
- **APPLY FIRST AID TO INJURED**
  
- **KEEP CALM AND QUIET**

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**CONSIDER YOUR OPTIONS**

**SHELTER IN PLACE**

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*CONSIDER YOUR OPTIONS*

*ESCAPE*

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*DO NOT RUN IN HALLWAYS, YOU'RE PROVIDING MORE TARGETS TO THE KILLER AND SLOWING DOWN POLICE RESPONSE*

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*"Do NOT confront or try to negotiate with them"*

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*"Just Dial 911"*

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*"Never make assumptions"*

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*"Anyone can become Hostile"*

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*"BIG SURPRISES COME IN LITTLE PACKAGES!!!"*

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*POLICE RESPONSE  
TO THE  
ACTIVE SHOOTER*

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*> POLICE PRIMARY JOB IS TO LOCATE,  
CONTAIN, AND NEUTRALIZE THE  
THREAT*

*> POLICE WILL NOT TREAT THE INJURED  
UNTIL THE SCENE IS SAFE*

*> EMS WILL FOLLOW WHEN SCENE IS  
MADE SAFE*

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*WHAT TO DO WHEN POLICE ARRIVE*

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*WHEN POLICE ENTER YOUR OFFICE:*

- BE PREPARED TO HAVE WEAPONS POINTED AT YOU*
- DON'T HAVE ANYTHING IN YOUR HANDS*
- DON'T POINT ANYTHING AT POLICE*
- YOU WILL BE SEARCHED / HANDCUFFED*

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- DON'T MAKE ANY SUDDEN MOVEMENTS*
- DON'T RUN TO THEM*
- DON'T SCREAM OR YELL*
- OBEY ALL COMMANDS BY POLICE*

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*POLICE WILL ESCORT YOU TO SAFETY*

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*POLICE WILL CARRY YOU TO SAFETY*

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*COURT ROOM SAFETY*

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*Security Plan*  
*In Emergency's*

- *Know Exits*
- *Safe Rooms*
- *Panic Buttons*
- *Emergency Phones*

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*Suspicious Packages*

- *Boxes left in courtroom*
- *Unattended briefcases*
- *Backpacks*
- *Improvised Explosive Devices*

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*Suspicious activity*

- *Clothing (fit weather)*
- *Long overcoats*
- *Heavy clothing*
- *Loitering*

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*Suspicious People*

- *People obviously shaking*
- *Stretching (continuous-non-stop)*
- *Sweating profusely*
- *Talking fast / Talking monotonously*

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*"Recognizing Dangers and taking Safety Measures"*

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*"Keep Calm and Composed"*

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*"Always be Guarded"*

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*"Be Alert"*

**LOOK AT THE HANDS!!**

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*"Be Vigilant"*

**ANYTHING CAN BE USED AS A WEAPON**

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*Threatening phone calls*

- *Threats of bodily injury*
- *Death Threats*
- *Bomb Threats*
- *Report all threats to Law Enforcement*

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***PARKING LOT SAFETY***

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*THESE ARE ONLY SUGGESTIONS FOR  
YOU TO SURVIVE A VIOLENT  
ENCOUNTER*

*YOUR SAFETY IS YOUR RESPONSIBILITY*

*ALWAYS BE MINDFUL*

*ALWAYS BE ALERT*

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*PREPARE YOURSELF*

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- *BE MENTALLY ALERT*
- *PHYSICALLY STRONG*
- *TRAIN YOUR MIND*
- *TRAIN YOUR BODY*

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- YOUR VEHICLE*
- *MAINTAIN VEHICLE*
  - *BATTERY*
  - *TIRES*
  - *KEYLESS ENTRY (battery / range)*
  - *LOCKS*

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- *Look before getting in your vehicle*
- *Window Tint (too dark?)*
- *Always look around, Inside, and even underneath for people who may be hiding in and around your car*
- *If you are suspicious, walk away. Go to a safe place and call for Security.*

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- YOUR PERSONAL DEFENSE**
- *FOLLOW POLICY MANUAL*
  - *PEPPER SPRAY*
  - *WHISTLE*
  - *AIR HORN*
  - *CHL (REFER TO POLICY MANUAL)*
  - *KEYS*
  - *ALL ELSE FAILS YELL "FIRE!"*

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- YOUR CO-WORKERS**
- *CAR POOLS*
  - *MEET IN PARKING LOT*
  - *WATCH FOR EACH OTHER FROM INSIDE THE BUILDING*
  - *WALK TOGETHER*

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PARKING

- › *Back into your parking space*
- › *Why?*
- › *For a quick exit!*
- › *Make sure vehicle doors are locked, don't forget the trunk, and windows are closed*

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- › *Parking in the daylight?*
- › *Think about when you are likely to return to your car, and will it still be daylight*
- › *Avoid parking close to bushes, trees or walls*
- › *Make sure you are not followed home*

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- › *Check to see if there is any lighting in this area of the parking lot*
- › *Do those lights work?*
- › *If you are parking all day at work, and you did not find a safe parking space, return later and move your car to a better location*

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› *Avoid hiding spots such as bushes, doorways, and alleys*

› *Avoid parking next to large vans or other high-sided vehicles, you can be quickly snatched and never be seen or heard from again.*

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› *Park next to security staff and/or security cameras*

› *Look around before exiting your car. Anyone look suspicious to you? If YES, notify security*

› *Have Personal safety device:*

› *WHISTLE / AIR HORN / ALARM*

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› *Wear comfortable shoes when walking to your car, Heels may make you feel sexy, but they can prevent you from escaping if you needed to run*

› *Walk with Bailiff / LEO*

› *Give them a ride back to the main entrance so they do not have to walk back alone*

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- › *Do not dig in your purse or bag*
- › *Do not wear headphones*
- › *Do not be distracted by a cell phone conversation*
- › *Do not carry heavy briefcases or bags*
- › *Do not walk facing down*

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SHOULD YOU?

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*BARRICADE DOORS / USE COPIER MACHINE / CHAIRS / TABLES*

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*STAY OUT OF EMPTY ROOMS*

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*STAY OUT OF OPEN OFFICES*

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*MAKE OFFICE LOOK EMPTY*

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*TRAIN MENTALLY AND PHYSICALLY*

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*Summary*

- *Always be aware*
- *Keep your head up and look around*
- *Always Obey and Trust your Instincts*
- *Have a plan for action*

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*References*

- *Vidor Municipal Court*
- *Westminster.co.us*
- *NBC News*
- *Weld Co Sheriff's Office*
- *Homesecurityinformation.com*
- *SouthernIllinoisUniversity.com*

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