

**Burleson Police Department  
Administrative Policy and Procedures**

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ISSUING AUTHORITY: Chief Cordell 03-04-2019  
Billy Cordell, Chief of Police

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I. Policy

The Burleson Police Department will utilize the following protocol upon notification of an officer-involved critical incident. This protocol may not be all-inclusive based on the nature of the events but should serve as a guide for staff to rapidly respond to a critical incident, request additional resources, manage the scene, release information to media / public, and initiate the incident management protocol as dictated by the nature, size and complexity of the event. The priorities are life safety, incident stability, and property conservation.

- A. Critical incidents include, but are not limited to:
1. Officer-involved shootings
  2. Serious injuries or death of departmental employees
  3. In-custody deaths or serious bodily injury of any person involving Burleson Police Department personnel.
  4. Officer-involved motor vehicle accidents resulting in serious injury(s) or death involving Burleson Police Department personnel.

Definitions:

**Officer-involved shooting (OIS)** – An officer’s discharge of a firearm that results in the physical injury or death of a person, even if it is an accidental discharge.

**Suspect injury or death (SID)** – any serious bodily injury or death of any person involving Burleson Police Department personnel.

**In-custody Death** – The death of an individual while in custody or while attempts to effect custody are being made by Burleson Police Department personnel.

II. Procedures

It is the policy of the Burleson Police Department to investigate officer-involved critical incidents thoroughly, professionally, and impartially.

All personnel involved in a critical incident shall refer inquiries from the media to the Chief of Police or their designee.

## Officer Involved Critical Incident

It is the policy of the this department that officer involved critical incidents will be reported to the Texas Attorney General in accordance with applicable state laws, procedures, and within prescribed time frames.

### III. Investigation Protocol

- A. The Chief of Police or their designee will determine if a criminal and/or administrative investigation will be conducted as a result of a critical police incident. The criminal case will take precedence over the administrative case. Investigators will advise each employee interviewed with regards to Miranda rights or Garrity notifications, as appropriate.
- B. The Chief of Police or their designee may request another agency to conduct a criminal investigation on the department's behalf and liaison with the Prosecutor's office. [11.3.4a/c]
- C. The administrative investigation will be conducted separate from the criminal investigation by the internal affairs coordinator as assigned by the Chief of Police. [11.3.4b] The investigation should be conducted in accordance with Burleson Police Department Internal Affairs policy.

### IV. Officers Responsibilities

- A. Officers involved at the scene of the incident shall take reasonable measures to protect their safety and preserve evidence essential to the investigation. This includes but not limited to the following actions:
  - 1. Immediately provide Communications with relevant details of the incident and request medical assistance as needed
  - 2. Neutralize the threat(s) and/or make appropriate arrest(s)
  - 3. Ensure any outstanding suspect/ vehicle information is shared
  - 4. Render first aid as soon as possible
  - 5. Secure the scene

### V. Supervisory Responsibilities

- A. Upon notification of a critical incident, a supervisor will immediately respond to the scene and assume responsibility.
- B. The supervisor shall ensure assistance has been requested through communications and ask for additional resources as needed. Assistance may include but is not limited to the following:
  - 1. Emergency medical staff
  - 2. Additional law enforcement officers
  - 3. Investigative staff
  - 4. Establishing a unified command
  - 5. Public information staff [11.3.4d]

## Officer Involved Critical Incident

### VI. Communications Responsibilities

- A. Communications personnel will respond to all request from personnel on the scene and ensure command staff has been notified.
- B. The Communications supervisor shall be notified and may respond to duty.

### VII. Criminal Investigations Responsibilities

- A. The criminal investigations supervisor will call back investigators as needed.
- B. The criminal investigations section will oversee the investigative portion of the crime scene.
- C. If practical, the detective should photograph the officer(s) in clothing and equipment to document their appearance.
- D. Ensure screening is transported to the scene and screen any deceased visible to the public.

### VIII. Post Incident Procedures

- A. Involved personnel shall be removed from line duties but shall remain available for any necessary criminal/administrative investigations.
- B. Officer(s) directly involved in an OIS or SID may be required to speak with an agency designated psychological specialist for evaluation. Involved support personnel should also be encouraged to contact such specialists after an OIS or SID incident.

### IX. Critical Incident Debrief

- A. All employees are encouraged to participate in a Critical Incident Debrief.

### X. Training [11.3.4e/f]

- A. Agency personnel shall receive training to develop and /or enhancement their skills, knowledge and abilities particular to their position. [11.3.4e/f]