

## MUTUAL AID AGREEMENT

THIS AGREEMENT made this 27<sup>TH</sup> day of January, 2000 between the Township of Warminster, (hereinafter referred to as "Warminster"), a borough located in the County of Bucks; the Township of Doylestown (hereinafter referred to as "Doylestown Township"), a township of the second class located in the County of Bucks; the Township of Warwick (hereinafter referred to as "Warwick"), a township second class located in the County of Bucks; the Township of Plumstead (hereinafter referred to as "Plumstead"), a township of the second class located in the County of Bucks; the Township of Newtown (hereinafter referred to as "Newtown"), a township of the second class located in the County of Bucks; the Township of Upper Makefield (hereinafter referred to as "Upper Makefield"), a township of the second class located in the County of Bucks; the Borough of Doylestown (hereinafter referred to as "Doylestown", a Borough located in the County of Bucks, who collectively shall hereinafter be referred to as "Member Municipalities."

WHEREAS, there exists in the Central Bucks County area no law enforcement unit trained in the handling of high risk emergency situations; and

WHEREAS, it has come to the attention of the parties hereto that there exists a need for enforcement officers trained to operate together in the handling of high risk emergency situations; and

WHEREAS, the Member Municipalities do not individually have the financial or human resources to provide such a service in each of their respective municipalities; and

WHEREAS, the Act of July 12, 1972, No. 180 (53 P.S. 481, et seq.) permits municipalities to jointly cooperate with each other in the performance of their powers and responsibilities;

WHEREAS, the Municipal Police Jurisdiction Act, the Act of June 5, 1982, P. S. 512 No. 141, 42 Pa.C.S.A. 8951 et seq., provides for statewide municipal police jurisdiction where certain specifically enumerated conditions exist, including emergency situations and contractual arrangements pursuant to the Governmental Cooperation Act, see 42 Pa.C.S.A. 8953; and

WHEREAS, the parties are desirous of utilizing the provisions of these laws in order to solve their mutual problems.

Now, THEREFORE, the member Municipalities hereby agree to create a joint law enforcement unit, trained in the handling of high-risk emergency situations as follows:

### **NAME AND PLACE OF OPERATION**

1. The name of the law enforcement unit formed under the provisions of this Agreement shall be the Central Bucks Area Response Team (hereinafter referred to as the Response Team).
2. The Response Team shall only handle those high-risk emergency situations which occur within the boundaries of the Member Municipalities. The Response Team may also be utilized to back up an established team on the scene of a high-risk emergency.
3. The mailing address of the Response Team shall be 57 W. Court Street, Doylestown, Pennsylvania 18901. Or such other address as directed by the Administrative Board.

### **PURPOSE OF THE RESPONSE TEAM**

4. The response team shall be formed to respond to high-risk emergency situations. The Response Team shall only be used upon the request of the Chief of Police or next in command of the municipality within which the emergency situation occurs. A definition of high-risk emergency situation shall be formulated by the Administrative Board of the Response Team and set forth in the Guideline developed pursuant to Section 15 of the Agreement.

### **ESTABLISHMENT OF THE RESPONSE TEAM**

5. Each Member Municipality shall have adopted an ordinance or resolution which meets all the requirements of the Act of July 12, 1972, No. 180 (53 P.S. 481. Et seq.) Including a statement of the conditions, duration, purpose, and the organizational structure of the Response Team. This Agreement shall be incorporated into the ordinance or resolution.
6. Each Member Municipality shall also take whatever action is required by its general liability, law enforcement liability, errors and omissions and/or worker's compensation insurance carriers to authorize their police officers to participate in every aspect of this endeavor, including training, and actual participation in any of the law enforcement efforts of the Response Team.

### REQUIREMENTS OF MEMBERSHIP

7. Each Member Municipality shall be required to make available for selection to the Response Team, the services of the minimum number of officers set forth below:

Doylestown Borough	3
Doylestown Township	3
Newtown Township	3
Plumstead Township	3
Upper Makefield Township	3
Warwick Township	3
Warminster Township	3

In the event that a municipality does not make three officers available to the Response Team, the Administrative Board and the Response Team Commander shall select members for the Response Team from the remaining Member Municipalities. The Administrative Board shall also designate alternates, if sufficient officers are available. No municipality shall be guaranteed that this individual officer or officers made available to the Response Team shall be designated as a member of the Response Team, as opposed to an alternate.

8. Each Member Municipality shall provide and pay for worker's compensation, errors and omissions, law enforcement liability and general liability insurance coverage on each of its officers who participate in the performance of Response Team activities.
9. All of the salaries and overtime for the officers participating in the Response Team and all costs and expenses associated with the Response Team shall be paid by each member Municipality.
10. Each Member Municipality warrants that each police officer assigned by the Member Municipality to the Response Team, has completed and will continue to comply with, all requirements of the Municipal Police Officers Education and Training Program, Act of June 18, 1984, P.L. 359, No. 120 (53 P.S. 740 740, et seq.)
11. Each Member Municipality shall select one (1) individual and one (1) alternate knowledgeable in law enforcement affairs, to sit on the Administrative Board of the Response Team.

12. The Administrative Board shall meet on an as needed basis as determined by a majority of the Administrative Board, but at least every three months.
13. Decisions of the Administrative Board shall be made by a majority vote. Each Member Municipality shall have one (1) vote.
14. Within six (6) months of the date of this Agreement, the Administrative Board shall prepare Guideline which shall be binding on the operations of the Response Team. The Guidelines will be submitted to each Member Municipality for review and approval. Said Guidelines shall set forth definitions of the types of high-risk emergency situations which will activate the Response Team, and the goal and policy of the Response Team when it action.
  - a. The Administrative Board shall include in the Guidelines a regulation which permits the Response Team to activate only upon receipt of request of the Police Chief or next in command of the municipality in which the action is to be taken. All requests shall be documented in writing and a record made of the same.
  - b. The Administrative Board shall adopt no Guideline which imposes upon any party to this Agreement, a fee for assistance rendered by the Response Team.
15. The Administrative Board of the Response Team shall have the following responsibilities:
  - a. Selecting the Response Team Commander, who in turn shall select the members of the Team.
  - b. Making all decisions regarding equipment and operations.

#### **TERM OF AGREEMENT**

16. The formation and activation of the Response Team shall commence with the execution of this Agreement by all of the signatory parties, and shall continue thereafter from year to year unless sooner terminated as specifically provided in this Agreement.

### **TERMINATION AND WITHDRAWAL**

17. In the event of a breach of any provision of this contract by a Member Municipality, the Administrative board will send by certified mail a Notice of Breach to said Member Municipality. If the breach remains uncorrected for a period of thirty (30) days, the Administrative Board will send a Notice of Termination, signed by the majority of the other governing bodies to the breaching municipality. Upon receipt of Notice of termination, signed by the majority of the other governing bodies, the breaching municipality shall be removed from participation in the Response Team.
18. Any Member Municipality can withdraw from the Response Team Agreement upon sixty (60) days written notice to the other municipalities. Upon withdraw from the Agreement said municipality shall be entitled to withdraw any property contributed to the Response Team.
19. This Agreement may be dissolved by the vote of three-fourths (3/4) majority of the Member Municipalities.

### **MISCELLANEOUS PROVISIONS**

20. This Agreement may be amended or modified by the Member Municipalities by a majority of the Member Municipalities.
21. Additional municipalities are permitted to join the Response Team upon the approval of a three-quarter (3/4) majority of the Member Municipalities.

### **PENNSYLVANIA LAW TO APPLY**

22. This Agreement shall be construed under and in accordance with the laws of the Commonwealth of Pennsylvania.

### **HEADING**

23. The headings used in this Agreement are used for administrative purposes only and do not constitute substantive matter to be considered in construing the terms of this Agreement.

**SEVERABILITY**

24. In case any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability, shall not effect any other provisions hereof and this Agreement shall be construed as if such invalid, or unenforceable provision had never been contained herein.

EXECUTED THIS 27<sup>th</sup> day of January, 2000

ATTEST: BOROUGH OF DOYLESTOWN

\_\_\_\_\_  
BY: \_\_\_\_\_

ATTEST: TOWNSHIP OF DOYLESTOWN

\_\_\_\_\_  
BY: \_\_\_\_\_

ATTEST: TOWNSHIP OF NEWTOWN

\_\_\_\_\_  
BY: \_\_\_\_\_

ATTEST: TOWNSHIP OF PLUMSTEAD

\_\_\_\_\_  
BY: \_\_\_\_\_

ATTEST: TOWNSHIP OF UPPER MAKEFIELD

\_\_\_\_\_  
BY: \_\_\_\_\_

ATTEST: TOWNSHIP OF WARWICK

\_\_\_\_\_  
BY: \_\_\_\_\_

ATTEST: TOWNSHIP OF WARMINSTER

Robert J. Camarata  
Robert J. Camarata  
Township Manager

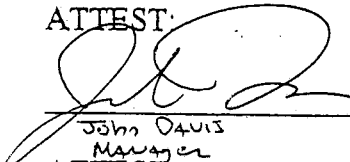
BY: Bernard T. O'Neill  
Bernard T. O'Neill  
Chairman

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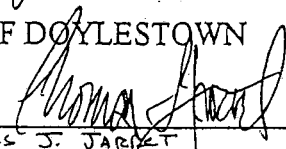
EXECUTED THIS 27<sup>TH</sup> day of January, 2000

ATTEST:

  
John Davis  
Manager  
ATTEST:

BOROUGH OF DOYLESTOWN

BY:

  
THOMAS J. JARRETT  
Council President  
TOWNSHIP OF DOYLESTOWN

BY: \_\_\_\_\_

ATTEST:

TOWNSHIP OF NEWTOWN

BY: \_\_\_\_\_

ATTEST:

TOWNSHIP OF PLUMSTEAD

BY: \_\_\_\_\_

ATTEST:

TOWNSHIP OF UPPER MAKEFIELD

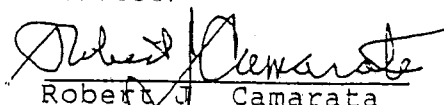
BY: \_\_\_\_\_

ATTEST:

TOWNSHIP OF WARWICK

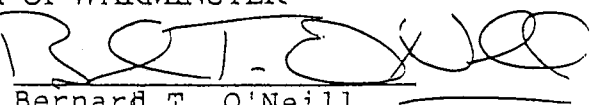
BY: \_\_\_\_\_

ATTEST:

  
Robert J. Camarata  
Township Manager

TOWNSHIP OF WARMINSTER

BY:

  
Bernard T. O'Neill  
Chairman

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BY: \_\_\_\_\_

ATTEST:

TOWNSHIP OF DOYLESTOWN

BY: Robert J. Camarata

ATTEST:

TOWNSHIP OF NEWTOWN

BY: \_\_\_\_\_

ATTEST:

TOWNSHIP OF PLUMSTEAD

BY: \_\_\_\_\_

ATTEST:

TOWNSHIP OF UPPER MAKEFIELD

BY: Richard Hestrich

ATTEST:

TOWNSHIP OF WARWICK

BY: \_\_\_\_\_

ATTEST:

TOWNSHIP OF WARMINSTER

Robert J. Camarata  
Robert J. Camarata  
Township Manager

BY: Bernard T. O'Neill  
Bernard T. O'Neill  
Chairman



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ATTEST: \_\_\_\_\_ TOWNSHIP OF DOYLESTOWN

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF NEWTOWN

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF PLUMSTEAD

BY: Daniel Steake  
Chairman

ATTEST: \_\_\_\_\_ TOWNSHIP OF UPPER MAKEFIELD

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF WARWICK

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF WARMINSTER

BY: Bernard T O'Neill  
Chairman

Robert J Camarata  
Township Manager

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BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF DOYLESTOWN

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF NEWTOWN

Conell M. Pharis  
Township Manager

BY: \_\_\_\_\_  
Raymond W. Goodhue, Chairman

ATTEST: \_\_\_\_\_ TOWNSHIP OF PLUMSTEAD

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF UPPER MAKEFIELD

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF WARWICK

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF WARMINSTER

Robert J. Camarata  
Township Manager

BY: Bernard T. O'Neill  
Chairman

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BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF PLUMSTEAD

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF UPPER MAKEFIELD

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_ TOWNSHIP OF WARWICK

BY: Frank T. Peluso  
FRANK T. PELUSO, CHAIRMAN

TOWNSHIP OF WARMINSTER

BY: Bernard T. O'Neill  
Bernard T O'Neill  
Chairman

Joseph S. Czarkowski  
Joseph S. CZARKOWSKI  
TWP. MANAGER

ATTEST:

Robert J. Camarata  
Robert J Camarata  
Township Manager

TOWNSHIP OF NEWTOWN

Attest: \_\_\_\_\_  
Secretary

by: \_\_\_\_\_  
Chairman

by: \_\_\_\_\_

by: \_\_\_\_\_

by: \_\_\_\_\_

by: \_\_\_\_\_

TOWNSHIP OF PLUMSTEAD

Attest: \_\_\_\_\_  
Secretary

by: \_\_\_\_\_  
Chairman

by: \_\_\_\_\_

by: \_\_\_\_\_

by: \_\_\_\_\_

by: \_\_\_\_\_

TOWNSHIP OF SOLEBURY

Attest: *Jackie Rice*  
Secretary

by: \_\_\_\_\_  
Chairman

by: *Thomas D. Caracio*

Thomas D. Caracio, Police Commissioner

by: \_\_\_\_\_

by: \_\_\_\_\_

by: \_\_\_\_\_

# **BUCKS COUNTY LAW ENFORCEMENT MUTUAL AID PLAN**

## **PURPOSE**

To establish uniform procedures for all law enforcement agencies in Bucks County. When requesting and/or contributing aid or assistance during a defined Mutual Aid or Emergency Situation.

## **Policy**

To provide for the preparation and implementation of a coordinated Mutual Aid Enforcement Plan which will enhance the law enforcement capability of the requesting agency and to provide close effective cooperation and assistance between local/state/federal law enforcement agencies during any emergency situations.

## **Definitions**

1. **Mutual Aid Assistance** - means to provide manpower and logistical support needed by a law enforcement agency to meet the immediate requirements of an emergency situation when the resources normally available to that agency are not sufficient to cope with the problem.
2. **Requesting Agency** - means the police agency requesting assistance from the committee.
3. **Contributing Agency** - means the police agency sending assistance to another agency.
4. **Civil Disturbance** - means group actions of violence or disorder prejudicial to public law and order.
5. **Demonstration** - means an assemblage of persons exhibiting a public display of sympathy with, or against, an individual, political, economic, or social condition or movement.
6. **Mob** - means a disorderly crowd whose members, under the stimulus of intense excitement or agitation lose their sense of reason and respect for law and follow leaders in lawless acts.

7. **Riot** - means a wild and turbulent disturbance created by a group of persons in furtherance of a common purpose to execute some enterprise by concerted action who may oppose them.
8. **Abducted or Missing Child** - means those reported as a runaway, absent when due at a safe place, sudden unexplained disappearance, suspected or witnessed abductions either by family or non-family, or thrown away children.
9. **Dignitary, Celebrity, or Person-at-Risk** - means those persons with a high political or media profile that are receiving protection from a legitimate Federal or State law enforcement agency or a foreign diplomat under the protection of legitimate consulates at the request of the United States Department of State, or any other high profile individual or group as determined by the committee.

### **Procedures**

There will be three levels of the Mutual Aid Plan when requested and approved for activation. All of these Status Levels will be done on a Countywide or a Zone basis, as needed. The Status Levels of the plan are:

1. **Situation Alert** - Once the approval has been given, the Bucks County Police Radio Room will broadcast a "**Situation Alert**" message over the Bucks County police radio system. *ALL 20 W F*
2. **Situation Respond** - The County by radio will broadcast a message advising all responding departments that the plan has now been upgraded and that those departments should now respond with their manpower and equipment to the designated staging area.
3. **Situation Cancel** - An operation, is ended when the host Chief and the Bucks County Emergency Response Administrative Board (BCERT) agreed it is completed or de-escalated. The host Chief will advise the Bucks County Police Radio Room shift supervisor of this status once it has been declared. The County, by radio, will then broadcast a message advising all departments that the **MUTUAL AID PLAN** has been cancelled and that all departments should resume normal operations.

### **The Buck County Emergency Response Team Mutual Aid Committee:**

#### **Structure:**

- A). The BCERT Committee shall consist of a least six (6) members, all of whom shall be members of the Bucks County Special Response Team Advisory Board (BCERT).

- B). There shall be two members from each of the three (3) Zones in the County.
- C). Each zone shall elect Two (2) members to represent the police departments that make up the zone.
- D). The committee will serve a one (1) year term. Election for representation of the zones will be done in November of each year. The Chairman of the BCERT Board will ensure that election for each zone is completed prior to the scheduled December meeting.
- E). The Chairman of the BCERT Board will be one of the six (6) members from the zones. The Chairman's election will take place at the January board meeting each year.
- F). The Mutual Aid Committee may also form an Ad Hoc Committee which would include those official from the County Government that are deemed necessary for the proper use and operation of the plan.
- G). The Mutual Aid Committee may also form an Ad Hoc Committee which would be made of the Tactical Team Leader and the MIRT (Major Incident Response Team) Team Leader.

**The Requesting Agency:**

The requesting agency shall utilize the following procedure when requesting a county wide "Situation Alert".

1. The Chief of Police or, in his absence, the commanding officer (designee) of the department is the only person authorized to request assistance under this plan.
2. The request shall be based on the need to increase and improve the requesting department's capability to provide protection of life and property and thereby preserve the safety and welfare of the community.
3. The Chief or his designee shall first notify the Bucks County Police Radio Room shift supervisor of the pending situation and his request for a "Situation Alert" by using the designated line to the supervisor.

2150348-6885-6600

4. The Chief or his designee shall immediately FAX a completed copy of the enclosed Activation Questionnaire to the police radio room supervisor at 215-348-6885. It is important that this information be quickly provided to the Police Radio Room supervisor to assist with the activation of the plan.
5. The requesting Chief will be responsible to designate a Staging Area for arriving manpower and equipment. He will also assign a ranking officer from his department to act as the Staging Area Officer.
6. The Bucks County Police Radio Room shift supervisor, upon receiving the telephone request shall then contact the Mutual Aid Committee Chairman and advise him of this request. Once the Police Radio Room supervisor receives the faxed copy of the Activation Questionnaire, a copy shall also be forwarded to the BCERT Chairman.
7. The BCERT Chairman or his designee, will then be the only person responsible for the final approval or denial of the request. After that, the BCERT Chairman or his designee, will notify all other Mutual Aid Committee members of the request and decision, and the actions needed to be taken by each of them.
  - A) Upon approval of the request, the approving chairman will authorize the Police Radio Room supervisor to make the necessary police radio broadcast concerning the "Situation Alert". This broadcast shall instruct responding police departments to contact the Police Radio Room supervisor for their status and shall also instruct and allow the Police Radio Room to collect manpower and equipment information related to this incident.
  - B) The Police Radio Room Supervisor will ensure that those departments who have been designated to respond are informed of the location of the Staging Area.
8. A response by the entire committee is not required. A minimum of three (3) members shall be needed to respond to each incident. On a "Zone Only" basis, normally the two (2) members from that zone, plus the Chairman or his designee should respond.
9. If the request is denied by the Chairman for any reason, the requesting agency may appeal by:
  - A) Requesting an emergency meeting with the committee.



- B) Providing additional, updated, or improved information to the Chairman that would/may change the decision.
- C). In the event of any extreme emergency, such as a natural or man made disaster, no request will be turned down. If however, if the facts presented at the time of the request are not a true and correct representation of the circumstance surrounding the event the BCERT Committee will pursue actions to correct the situation.

#### **Requesting Agency Procedures for a "Zone Only" Situation Alert.**

The host chief has the option of requesting an alternate procedure that does not involve a countywide alert. The host chief may, after reviewing the situation, decide that a limited response of manpower and equipment would be sufficient to meet the department's manpower needs. This will normally be done on a zone by zone basis (i.e. Situation Alert - Southern Zone, etc.) This would be requested only if the manpower and equipment available from the departments in the effected zone is deemed sufficient to handle the specific situation. To request a limited "Zone Only" response, the host Chief or his designee shall:

1. Notify the Bucks County Police Radio Room shift supervisor that he is requesting a limited "Situation Alert" for his/her zone only, along with a bordering zone, if required.
2. Fax the preliminary information via the Activation Questionnaire to the Police Radio Room supervisor at 215-348-6885.
3. Request the Police Radio Room Supervisor to advise the Chairman of the BCERT Committee of the request.
  - A) The Chairman of the BCERT Committee will then assume the responsibility for approving or denying the request. If approved, The Police Radio Room Supervisor will make the necessary police radio broadcast, in the effected zone (s) only, re: "Situation Alert - Zone Only". This broadcast shall instruct the responding police departments to contact the Police Radio Room Supervisor for their response status and will instruct responding departments of the Staging Area. This will allow the police radio room to collect manpower and equipment information related to this incident.
4. The same guidelines as in a full alert should be followed so, that in the event the situation escalates past a limited or zone only response, there is sufficient information in place to then activate a fully county wide "Situation Alert" message to then be broadcast at that time.

5. If the situation does escalate the host chief or his designee will call the Police Radio Room Supervisor and request a countywide "Situation Alert" message to then be broadcast at that time.
6. When the situation deescalates to cancel status notify the following:
  - A). All affected police departments.
  - B). Bucks County Police Radio Supervisor
  - C). BCERT Chairman.

#### **Contributing Agency Procedures:**

Upon receiving a Police Radio Room message that the Mutual Aid Plan is activated:

1. The Chief of Police or his designee will assess his department's ability to provide assistance.
2. A positive or negative response to the Police Radio Room Supervisor's request is required from each department in the response area.
3. Notify the Police Radio Room Supervisor of the decision.
4. All telephone calls to the Police Radio Room should be on the designated line of

215-348-6600

No information is to be transmitted by the police radio. Any other non-supervisory calls to the Police Radio Room should be made on the administrative number, the same number that the department normally would use for administrative purposes.

5. Upon contacting the Police Radio Room Supervisor you will advise the supervisor of your decision on participating in this situation. If positive, you will receive all of the pertinent information, such as staging areas, type of incident, manpower, equipment needs, date, time, etc.
6. All expenses incurred by each contributing agency will be the responsibility of that agency.

#### **Additional Agency Procedures:**

The following agencies will be contacted by the Police Radio Room Supervisor and would respond and assist only if needed for the specific situation(s) involved.

**1. District Attorney's Office**

Upon request, an assistant district attorney will be assigned to act as a legal advisor to the Mutual Aid Committee.

**2. Sheriff's Department**

Upon request, will provide all vans, buses and personnel to handle the transportation of prisoners.

**3. Department of Corrections**

Upon request, will determine the emergency detention facilities available for adults. Will assist with the operation of the Mass Arrest Center.

**4. Juvenile Probation Department**

Upon request, will determine the emergency detention facilities available for juveniles.

**5. County Emergency Management Coordinator.**

Upon request, will open the Emergency Management Center, Ivyland.

**6. Bucks County Special Emergency Response Team Committee Members (Full Committee)**

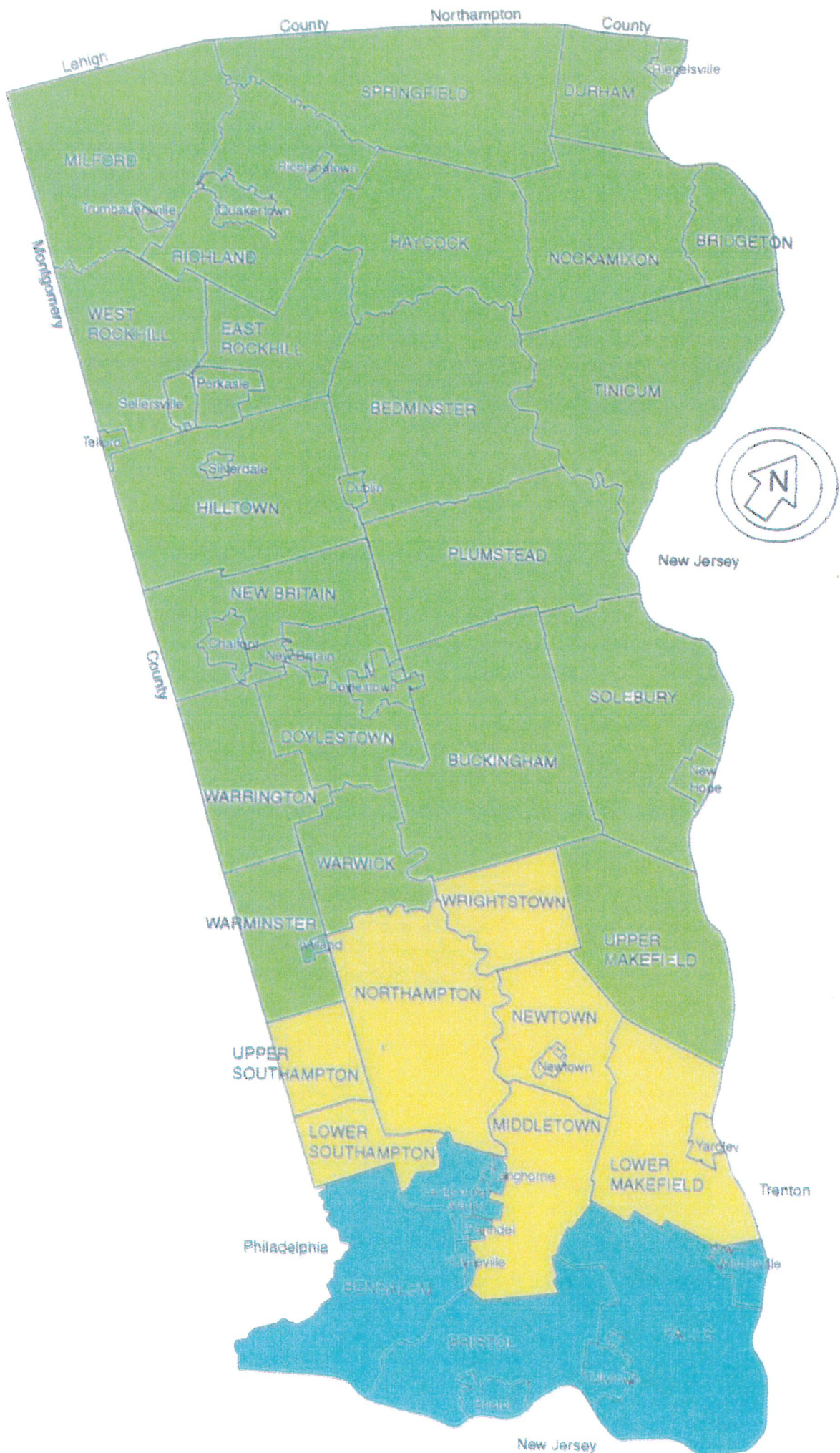
- a. Respond, coordinate and supervise activities of the Mutual Aid Plan.
- b. Coordinate the Activities of all local/state/federal police agencies.
- c. Coordinate and supervise functions under the Incident Command System (ICS), as needed.

**Incident Guidelines:**

1. At least three (3) members of the BCERT Committee shall respond to assist at each event/incident.

2. The host chief is in charge of the event/incident and the BCERT Committee Chiefs will serve as his assistants under the Incident Command System (ICS).
3. In addition to the Mutual Aid Members, the committee shall request field level supervisors from the responding agencies to assist in coordinating activities during the event.
4. When tactical units are requested, they shall only work under their own team leaders.
5. When Mutual Aid is requested in an abducted or missing child incident, the participating investigators, the FBI and the Bucks County Detectives will be automatically notified to participate. The "Amber Alert" Plan should also be activated.
6. All communications, movement of personnel, and operating decisions will be coordinated through the Police Command Post.
7. The host department will provide the command post personnel with the material necessary for the successful management and operation of the event.
8. The host department will provide the command post with municipal street maps in sufficient quantity to coordinate all activities.
9. The BCERT Committee will supply uniform reporting forms for the command center operations.
10. In the event the host chief and the BCERT Committee command personnel reach an impasse on a command decision, the host chief has the final say. However, if the BCERT Committee feels that the host chief's decisions:
  - A) Violate the Law
  - B) Violate the Mutual Aid Agreement
  - C) Violate participating individual department's operating procedures
  - D) Escalate, instead of neutralize the event, the BCERT Committee, after notifying the host chief, may call a halt to the operation and remove all outside municipal assisting forces.

11. An event is ended when the Host Chief and the BCERT Committee agree that the cause of the implementation of the "situation" is over or can be handled by the host department.
  12. When any significant police actions are conducted during the course of the incident, there will be a meeting of all supervisory personnel immediately after the end of the incident to gather pertinent information in preparation of the critique meeting.
  13. There shall be a BCERT Board Meeting to critique the incident within 10 day of the incident.
-



**BUCKS COUNTY  
POLICE DEPARTMENTS BY ZONE**

**ZONE #1**

Bensalem Township  
Bristol Borough  
Bristol Township  
Falls Township  
Hulmeville Borough  
Langhorne Borough  
Langhorne Manor Borough  
Morrisville Borough  
Tullytown Borough

**Zone #2**

Lower Makefield Township  
Lower Southampton Township  
Middletown Township  
Newtown Borough  
Newtown Township  
Northampton Township  
Penndel Borough  
Upper Southampton Township  
Yardley Borough

**Zone #3**

Bedminster Township  
Buckingham Township  
Doylestown Borough  
Doylestown Township  
Dublin Township  
Hilltown Township  
Ivyland Borough  
New Britian Borough  
New Britian Township  
New Hope Borough  
Pennridge Regional  
Perkasie Borough  
Plumstead Township  
Quakertown Borough  
Richland Township

Solebury Township  
Springfield Township  
Telford Borough  
Tinicum Township  
Upper Makefield Township  
Warminster Township  
Warrington Township  
Warwick Township

# Mutual Aid Activation Questionnaire

**FAX to the Bucks County Radio Room Supervisor at 215-348-6885**

This is a questionnaire that can be used to assist the Chief in planning for an incident. The Chairman of the Mutual Aid Committee will use it in approving or denying the requested assistance. This information shall be completed as soon as possible and then FAXed to the Bucks County Radio Room Supervisor, once an official request for assistance has been made to the County Radio Room.

<b>1. Name of Department:</b>			
<b>2. Street Address of Department:</b>			
<b>3. Phone Number – Public:</b>		<b>FAX:</b>	<b>Private:</b>
<b>4. Chief of Police:</b>			
<b>5. Second-in-Command:</b>			
<b>6. Department Size (total sworn personnel):</b>		<b>80% of sworn personnel:</b>	<b>No. committed to incident:</b>
<b>7. Type of Incident covered under mutual aid: (Check box √)</b>			
a. Strike		d. Criminal	
b. Parade		1) Riot	
c. Civil Protest/Demonstration		2) Barricade	
1) Civil Rights		e. Natural Disaster	
2) Environmental		f. Man-made Disaster	
3) Aids		g. Missing Endangered Child	
4) Abortion		h. Dignitary Protection/Person-at-risk	
5) Animal Rights		i. Other (specify):	
<b>8. What reliable intelligence information is available that would justify the Mutual Aid Committee approving the request for a situation alert?</b>			
<b>Does the incident call for a full or limited situation alert?</b>		<b>Full County:</b>	<b>Limited by Zone</b>
<b>9. Limited Zone Request (CHECK ZONE √)</b>		<b>North</b>	<b>South</b>
			<b>South Central</b>
<i>Departments requested for zone response:</i>			
1)	7)	13)	
2)	8)	14)	
3)	9)	15)	
4)	10)	16)	
5)	11)	17)	
6)	12)	18)	
<b>Number of Officers needed for</b>		<b>FULL ALERT (specify):</b>	<b>LIMITED ALERT (specify):</b>



**Activation Questionnaire**  
**FAX to the Bucks County Radio Room Supervisor at 215-348-6885**

11. Scheduled Date of Event:				12. Estimated Duration of the Event:			
13. Location of the Event:							
Responding officers should not be on line for more than 4 hours without relief. If longer than 4 hours, arrangements shall be made to replace those officers. <i>Note</i> – <b>On line means actually on post</b> , not on standby or at the staging area.							
14. Location of COMMAND POST?							
15. Location of STAGING AREA?							
<i>Give travel directions. DO NOT direct any arriving police department(s) or agencies through any area of concern.</i>							
16. Staging Area needs:							
a. Relief status (toilets)? <div style="text-align: right;">Y/N ▾</div>				c. Refreshments (under 4 hours – coffee and doughnuts) <div style="text-align: right;">Y/N ▾</div>			
b. Indoor shelter in event of inclement weather? <div style="text-align: right;">Y/N ▾</div>				(over 4 hours-sandwiches) <div style="text-align: right;">Y/N ▾</div>			
17. Communications Needs:							
a. Mobile Command Post Available? <div style="text-align: right;">Y/N ▾</div>				County Command Post? <div style="text-align: right;">Y/N ▾</div>		Local Command Post? <div style="text-align: right;">Y/N ▾</div>	
b. Telephone Needs?		Bell Hookup <div style="text-align: right;">Y/N ▾</div>				Mobile <div style="text-align: right;">Y/N ▾</div>	
c. Radio Frequency – do not operate on your OWN <div style="text-align: right;">Y/N ▾</div>						County <div style="text-align: right;">Y/N ▾</div>	
Specific frequency:		High ▾		Freq. No.:		P/L Tone:	
		Low ▾		Freq. No.:		P/L Tone:	
Number of portable radios your Dept. has?		Number of vehicles with radios?		Marked cars:		Unmarked cars:	
						Transport vans:	
18. What are your transportation needs?							
19. Need for SPECIAL POLICE UNITS (specify Y/N):							
a. Tactical <div style="text-align: right;">Y/N ▾</div>				e. Bomb Squad <div style="text-align: right;">Y/N ▾</div>			
b. Audio/Visual <div style="text-align: right;">Y/N ▾</div>				f. Financial <div style="text-align: right;">Y/N ▾</div>			
c. Undercover <div style="text-align: right;">Y/N ▾</div>				g. K-9 <div style="text-align: right;">Y/N ▾</div>			
d. Intelligence <div style="text-align: right;">Y/N ▾</div>				h. Other <div style="text-align: right;">Y/N ▾</div>			
20. Need for SUPPORT UNITS (specify Y/N or ▾):							
a. Fire Company:		Pumpers:		Light Truck:		Aerial:	
b. Fire police:		Outer perimeter traffic control only:					
c. Medical Services:		Ambulance:		Medical Supplies:		Personnel:	
d. Public Works:		Barricades:		Cones:		Trucks, etc.:	
e. Crisis Workers:		Red Cross:		Other (specify):			
f. Clerical Workers:							
g. Other(s) – specify:							
<i>Note – If any of the above are needed in operations area, protection must be provided while performing Performing their duties</i>							

**Activation Questionnaire**  
**FAX to the Bucks County Radio Room Supervisor at 215-348-6885**

**22. Additional Assistance needed form?**

a. County (other than those participating in plan):

b. State Agencies (PSP – Human relations) specify:

c. Federal agencies:

**23. Specify EQUIPMENT needed by Y/N/#**

**a. ARREST Teams**

Flex Cuffs, Handcuffs

Gas Masks

Protective Gloves, masks, etc.

Ballistic Vests, Helmets, etc.

Helmets, Batons, Chemical Spray

Other (specify):

**b. PROCESSING Teams**

Photo Cameras

Fingerprint supplies

Film

Record Keeping

Video

Other (specify):

**c. TRANSPORTATION Teams**

Vans/Busses

Restraining Devices

**24. What arrangements have been made to accommodate the media?**

a. It is the host department's responsibility to issue statements concerning the event. However, no Information on operating procedures are for public release.

b. Media will only be permitted in operations area with command post approval and official escort.

c. It may be necessary for the safety of media personnel to require pool coverage

## Mutual Aid Form

**FORM 1: Staging Area Sign In/Out Form**

Date: \_\_\_\_\_

ASSIST TO: \_\_\_\_\_

[illegible]

**Special Notes:**

## Mutual Aid Form

FORM 2: Team Assignment: \_\_\_\_\_

Team Leader: \_\_\_\_\_

Name: \_\_\_\_\_ Rank \_\_\_\_\_ PD \_\_\_\_\_

Officer Name	Team Member's Department	Rank

### General Information

Team Number: \_\_\_\_\_ Unit Number: \_\_\_\_\_

Portable Radio Number: \_\_\_\_\_

Assignment Area: \_\_\_\_\_

This form to be used by the following uniformed teams:

Arrest  
Processing  
Transportation  
Special Unit

## Mutual Aid Form

### FORM 3: Intelligence Team

Plain Clothes Team #: \_\_\_\_\_

Name	Team Member's Department	Rank

### General Information

Vehicle Number: \_\_\_\_\_ Portable Radio Number \_\_\_\_\_

Assignment Area: \_\_\_\_\_

# Mutual Aid Form

## FORM 4: Command Post Assignments

BCERT Command Personnel -- Name	Department

Host Department Personnel -- Name	Rank	Duties

Bucks County Communications Center Name	Duties

Legal Advisor(s):
Assistant D.A.(s):

Others -- Name	Duties

## Mutual Aid Form

### FORM 5: Special Unit Assignments

<b>Support Unit Name:</b>		
Person-in-charge	Title	Unit#:
Personnel	Unit Type & Radio Number	
1.		
2.		
3.		
4.		
<b>Assignment Area:</b>		

<b>Support Unit Name:</b>		
Person-in-charge	Title	Unit#:
Personnel	Unit Type & Radio Number	
1.		
2.		
3.		
4.		
<b>Assignment Area:</b>		

<b>Support Unit Name:</b>		
Person-in-charge	Title	Unit#:
Personnel	Unit Type & Radio Number	
1.		
2.		
3.		
4.		
<b>Assignment Area:</b>		

To be used for: Fire Companies, Fire Police, EMS, and Public Works

## Mutual Aid Form

### FORM 6: Other Agency Assignment

Type Agency:      Local: \_\_\_\_\_; County: \_\_\_\_\_; State: \_\_\_\_\_; Federal: \_\_\_\_\_; Private: \_\_\_\_\_

Agency Name : \_\_\_\_\_

Person-in-charge: \_\_\_\_\_ Title: \_\_\_\_\_

Person's Name	Title	Assignment
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Other Assignment(s):



# BUCKINGHAM TOWNSHIP POLICE DEPARTMENT

P. O. BOX 443, BUCKINGHAM, PENNA. 18912

STEVEN P. DANIELS  
Chief of Police

784-8811

February 11, 1982

Chief Brady, Doylestown Boro  
Chief Cobb, Doylestown Twp.  
Chief Bonargo, Warrington Twp.  
Robert C. Bander, New Britain Twp. Manager  
★ Chief Wisner, Plumstead Twp.  
Chief Mangan, Solebury Twp.  
Chief Donadio, New Hope Boro  
Chief Titus, Upper Makefield Twp.  
Chief Hughes, Wrightstown Twp.  
Chief Feeney, Northampton Twp.  
Sgt. Landwier, Warwick Twp.

SUBJECT: Senate Bill Number 942

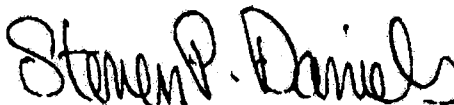
The General Assembly of Pennsylvania has passed Senate Bill 942 giving municipalities police jurisdiction statewide and in municipalities other than their primary municipality. It became a State law as of December 26, 1981. The law states under sub-section 8953 (4) that an officer must obtain prior consent of the Chief Law Enforcement Officer of the municipality in which the event has occurred.

I am notifying you that all your officers have my consent to enforce the laws of this Commonwealth within our township, and that if one of your officers observe a violation of the law in our township that he effect the arrest and request the officer on duty to respond to the scene. The subject should be processed in the municipality where the event occurred.

The Mutual Aid Policy will not change and if an officer needs help, he has only to request same and we will respond. The officers will respond to the area of the event but will not proceed in until requested to do so.

I would also request a statement from you for my men to enforce the laws in your municipality as well and it will be kept on file.

Sincerely,



Steven P. Daniels  
Chief of Police

RICHARD J. MANGAN  
CHIEF OF POLICE  
Phone (215) 348-3524  
(215) 598-7121

# SOLEBURY TOWNSHIP POLICE DEPARTMENT

SUGAN ROAD

BOX 139, SOLEBURY, PA. 18963

February 18, 1982

FRANK SOAS  
POLICE COMMISSIONER  
Phone (215) 862-2929

✓ Chief Daniels, Buckingham Twp.  
Chief Brady, Doylestown Boro  
Chief Cobb, Doylestown Twp.  
Chief Bonargo, Warrington Twp.  
Robert C. Bender, New Britain Twp. Manager  
Chief Wisner, Plumstead Twp.  
Chief Donadio, New Hope Boro  
Chief Titus, Upper Makefield Twp.  
Chief Hughes, Wrightstown, Twp.  
Chief Feeney, Northampton Twp.  
Sgt. Landwier, Warwick Twp.

SUBJECT: Senate Bill Number 942

The General Assembly of Pennsylvania has passed Senate Bill 942 giving municipalities police jurisdiction statewide and in municipalities other than their primary municipality. It became a State law as of December 26, 1981. The law states under sub-section 8953 (4) that an officer must obtain prior consent of the Chief Law Enforcement Officer of the municipality in which the event has occurred.

I am notifying you that all your officers have my consent to enforce the laws of this Commonwealth within our township, and that if one of your officers observe a violation of the law in our township that he effect the arrest and request the officer on duty to respond to the scene. The subject should be processed in the municipality where the event occurred.

The Mutual Aid Policy will not change and if an officer needs help, he has only to request same and we will respond. The officers will respond to the area of the event but will not proceed in until requested to do so.

I would also request a statement from you for my men to enforce the laws in your municipality as well and it will be kept on file.

Sincerely,

*Richard J. Mangan*

Richard J. Mangan,  
Chief of Police

Stump Road, Plumsteadville, Pa. 18949

Phone: 766-8740



## Plumstead Township Police Department

*Bucks County, Pennsylvania*

*Chief: George M. Wismer*

February 17, 1982

Chief Brady, Doylestown Boro  
Chief Cobb, Doylestown Twp.  
Chief Bonargo, Warrington Twp.  
Robert C. Bender, New Britain Twp. Manager  
Chief Mangan, Solebury Twp.  
Chief Daniels, Buckingham Twp.  
Chief Hughes, Wrightstown Twp.  
Chief Feeney, Northampton Twp.  
Chief Titus, Upper Makefield Twp.  
Sgt. Landwier, Warwick Twp.  
Chief Donaldo, Lower Makefield Twp.  
Chief Donadio, New Hope Boro.

Subject: Senate Bill Number 942

The General Assembly of Pennsylvania has passed Senate Bill 942 giving municipalities police jurisdiction statewide and in municipalities other than their primary municipality. It became a State Law as of December 26, 1981. The law states under sub-section 8953 (4) that an officer must obtain prior consent of the Chief Law Enforcement Officer of the municipality in which the event has occurred.

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I would also request a statement from you for my men to enforce the laws in your municipality as well and it will be kept on file.

Sincerely,

George M. Wismer  
Chief of Police

**Chief of Police John J. Donadio****NEW HOPE POLICE DEPARTMENT**

Department of  
**SAFETY AND WELFARE**  
New Hope, Pennsylvania 18938



February 16, 1982

Chief Brady, Doylestown Boro  
Chief Cobb, Doylestown Twp.  
Chief Bonargo, Warrington Twp.  
Robert C. Bender, New Britain Twp. Manager  
Chief Wisner, Plumstead Twp.  
Chief Mangan, Solebury Twp.  
Chief Daniels, Buckingham Twp.  
Chief Hughes, Wrightstown Twp.  
Chief Feeney, Northampton Twp.  
Sgt. Landwier, Warwick Twp.  
Chief Titus, Upper Makefield Twp.  
Chief Ronaldo, Lower Makefield Twp.

**SUBJECT: Senate Bill Number 942**

The General Assembly of Pennsylvania has passed Senate Bill 942 giving municipalities police jurisdiction statewide and in municipalities other than their primary municipality. It became a State Law as of December 26, 1981. The law states under sub-section 8953 (4) that an officer must obtain prior consent of the Chief Law Enforcement Officer of the municipality in which the event has occurred.

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I would also request a statement from you for my men to enforce the laws in your municipality as well and it will be kept on file.

Sincerely,

John J. Donadio  
Chief of Police

## MUTUAL AID AGREEMENT

THIS AGREEMENT made this 22nd day of May, 1990 states as follows: The Municipalities of PLUMSTEAD TOWNSHIP and SOLEBURY TOWNSHIP hereby covenant and agree that their respective Police Departments will provide back-up assistance to each other's Police Department in the case of an emergency, upon request of the Police Department requiring said assistance.

THE PARTIES hereto also agree that their respective Police Departments will cooperate with each other in every reasonable manner.

## SOLEBURY TOWNSHIP

APPROVED this 22 day of May, 1990

By: Christine S. Hale, Chair

Attest: Ruth B. Williams, Sec.-Treas.

SEAL

## PLUMSTEAD TOWNSHIP

APPROVED this 6TH day of JUNE, 1990

By: James S. Kiel, Jr.  
James S. Kiel, Jr., Chairman

Attest: Karen J. Corson  
Karen J. Corson, Secretary/Treasurer

SEAL