

Louisville Metro Police Department

Standard Operating Procedures	SOP Number: 12.25
	Effective Date: 11/10/13
	Prv. Rev. Date: 10/25/19
	Revised Date: 12/19/22
Chapter: Special Response	Accreditation Standards:
Subject: Threat Management	

12.25 THREAT MANAGEMENT

12.25.1 POLICY

The Louisville Metro Police Department (LMPD) recognizes the importance of responding to any threats against facilities, including schools, churches, businesses, events, and high-profile individuals, including dignitaries, celebrities, and political figures. The LMPD's Homeland Security Unit provides the department with a group of specially-trained officers who are responsible for responding to actual, or perceived, threats at locations with the potential of mass casualties. This policy outlines the procedures for responding to any actual, or perceived, threats against locations or individuals.

12.25.2 AUTHORITY

The Homeland Security Unit, along with the Joint Terrorism Task Force (JTTF), will work as the lead investigators within the jurisdictional boundaries of Louisville Metro. Depending on the nature and scope of a particular threat, the Homeland Security Unit may require assistance from other LMPD units. When performing functions as the lead investigators outside of the boundaries of Louisville Metro, all efforts will be made for the Homeland Security Unit to notify the appropriate law enforcement agencies within these areas. When the Homeland Security Unit is assisting federal or state agencies, the notification will be made by those agencies, unless the LMPD is requested to make contact.

12.25.3 SOURCES

The Homeland Security Unit derives its cases from a variety of sources. These may include, but are not limited to, the following:

- Direction of the Chief of Police, or his/her designee
- Division detective units
- Private businesses/industries
- Citizen calls
- Select public officials
- Real Time Crime Center (RTCC)
- Dignitary Protection Team (DPT)
- Jefferson County Public Schools (JCPS)
- Other law enforcement agencies

12.25.4 RESPONSE

When a call for service is dispatched to division personnel, the initial call will be investigated by the assigned officer(s). Once preliminary information is obtained and it is determined that the Homeland Security Unit needs to become involved, the division commander, or his/her designee, will be notified.

Louisville Metro Police Department

Standard Operating Procedures	SOP Number: 12.25
	Effective Date: 11/10/13
	Prv. Rev. Date: 10/25/19
	Revised Date: 12/19/22
Chapter: Special Response	Accreditation Standards:
Subject: Threat Management	

12.25.4 RESPONSE (CONTINUED)

The division commander, or his/her designee, will contact the Homeland Security Unit Commander, or his/her designee, and brief him/her on the facts of the case. Once the Homeland Security Unit Commander, or his/her designee, has been briefed, he/she will make the decision to either call out a Homeland Security Unit member immediately for after-hours investigation or assign a Homeland Security Unit member during the following shift.

12.25.5 THREAT SCREENING

The Homeland Security Unit will review cases involving any individual, event, or facility who becomes the victim of specific acts or behavior which have been determined to warrant the Homeland Security Unit's response. Upon receiving a case that warrants the Homeland Security Unit's response, the assigned Homeland Security Unit member will conduct an in-person interview with the victim(s) as soon as possible. During the initial interview, the assigned Homeland Security Unit member will consult with the Homeland Security Unit Commander to determine if the case will be handled by the Homeland Security Unit or referred back to the division for investigation.

12.25.6 THREAT INVESTIGATION

Current threat management cases are categorized into three (3) types of investigative levels:

- **Active Cases:** Ongoing investigations that require contact with the victim.
- **Inactive Cases:** Ongoing investigations that have decreased in activity, are determined to not be an active threat, or have been cleared by arrest.
- **Information Cases:** When Homeland Security Unit personnel receive information that does not meet the above criteria, information will be collected from the reporting party. The information obtained will be retained per the established Homeland Security Unit file retention policy.

An initial interview will take place to obtain the pertinent information involving the threat. The interview should include the victim(s), the person(s) making the report, and all witnesses to the threats. All interviews will be recorded for future investigative purposes and be conducted pursuant to SOP 8.25. Once the dynamics of the case become obvious, the following procedures will be followed:

- All scenes will be considered crime scenes and will adhere to SOP 8.36.
- All letters, notes, etc. will be retained as evidence (refer to SOP 11.2).
- If the threats were made, via texting or calling, the text or voicemail and relevant telephone company records will be obtained, via a search warrant or subpoena, if necessary.
- If the threats were made, via email, the original email and identifying information from the Internet Service Provider (ISP) will be obtained by a search warrant or subpoena, if necessary.
- If an assault has taken place, photographs will be obtained as soon as possible, in addition to any medical records, and provided to the proper investigative unit.
- Photographs will be obtained of property damage, vandalism, and all evidence. These photos will be entered into the Digital Evidence Management System (DEMS) (refer to SOP 4.26).
- Any damage to federal, state, or local governmental property will be handled in accordance with SOP 7.8.

Louisville Metro Police Department

Standard Operating Procedures	SOP Number: 12.25
	Effective Date: 11/10/13
	Prv. Rev. Date: 10/25/19
	Revised Date: 12/19/22
Chapter: Special Response	Accreditation Standards:
Subject: Threat Management	

12.25.7 THREAT ASSESSMENT

The primary goal of a threat assessment is to prevent an attack on an individual, event, or facility. Information is gathered, facts are evaluated, and a determination is made as to whether a given individual, or individuals, pose a threat of violence to an individual, event, or facility. If the assessment indicates that there is a risk of violence to an individual, event, or facility, a plan will be implemented to manage, or reduce, the threat posed by the individual in that situation.

A productive threat assessment involves three (3) key functions:

- Evaluating the threat
- Identifying the individual(s) responsible for the threat
- Interviewing the individual(s) responsible for the threat, evaluating the information that is gathered, and communicating with, and utilizing, resources to mitigate the threat

The threat assessment is used to provide recommendations that maximize the protection of the target(s) of a threat while neutralizing the perpetrator(s) who are making the threat.

The LMPD will assess any reported threats against dignitaries, celebrities, public officials, events, and facilities (e.g. businesses, schools) located in Louisville Metro. The Homeland Security Unit will also act as an advisor to schools, churches, and businesses, when requested, to initiate a threat assessment site review to recommend security and safety improvements in order to reduce the likelihood of facility threats.

12.25.8 CONFIDENTIALITY

All information and movement regarding approved assessments or investigations will be kept confidential for security. This includes information on past, current, and future investigations.