

James W. Johnson
Chief of Police

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"INTEGRITY...FAIRNESS...SERVICE"

SPECIAL ORDER # 2013-03

DATE: August 8, 2013

TO: All Police Department Personnel. To be announced at Roll Call and a copy posted on the Bulletin Board for 30 days.

RE: Road Closure Program.

EFFECTIVE: Immediately.

BACKGROUND: The Office of Information Technology (OIT) has created a program to inform members of the public, media, and government of road closures in Baltimore County using a website interface. The Road Closure Program allows the Department to provide real-time information regarding road closures within Baltimore County. Every member of the Police Department, Fire Department, and employees of Baltimore County Highways and Equipment Maintenance, will have access to the program and the ability to enter and remove any and all road closure listings.

PURPOSE: To establish procedures for members to add, monitor, and remove affected roadways from the Road Closure Program.

RELATIONSHIP TO DEPARTMENTAL VALUES: This program supports the Department's value of **SERVICE** to our communities by providing the public and the media real time access to road closures in Baltimore County.

POLICY: For the purposes of this Order, road closures are defined as public roads within Baltimore County, regardless of federal, state, or local government ownership/responsibility, on which no vehicular traffic may pass through or utilize either the entire road or a segment thereof. Roads on which traffic is passable by alternating the traffic pattern are not considered "closures" for the purposes of this policy (e.g., one lane of a two-lane road is closed but traffic control/direction allows for vehicles to pass, etc.).

PROCEDURES: The following procedures will be adhered to regarding the Road Closure Program:

ROAD CLOSURES

- Which are or expected to be closed for more than two hours will be entered in the system.
- Will be entered in the system when the Emergency Operations Center (EOC) is operational, regardless of the expected duration of the closure.
- Which are scheduled/pre-planned may be entered in the system within three months in advance of the closure (e.g., parade, street fair, foot race, etc.).
- May be entered in the system, regardless of the expected duration of the closure, if its entry will assist members in managing an event.

DEPARTMENT MEMBERS

- Access the system via their Active Directory/Novell log-in credentials.
- Verifying the road closure will add it to the system.

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- Verifying that a road closure is no longer closed will remove it from the system.
NOTE: Department members have the ability to remove road closures from the system that were originally entered by other Police Department members or members from other County departments.
- Entering the road closure information may add comments regarding the closure.
NOTE: This program does not make notifications. If a member needs assistance (e.g., removing a tree or wires in the road, having salt placed on the roadway, etc.), the current protocol for requesting services and utilities will be utilized.
- Entering a closure which covers more than one precinct will use the program option that allows for the selection of multiple precincts.

9-1-1 POLICE LIAISON

- Checks the status of road closures in the system twice per shift when the EOC is not operational.
- Contacts all precincts in which a road closure is listed to have the status of the closure verified.

SUPPORT OPERATIONS DIVISION COMMANDER

- May amend the use of the Road Closure Program when the EOC is operational.

IMPLEMENTATION: This Special Order will be distributed electronically to all Department members and non-sworn supervisors. Shift/Unit supervisors will be responsible for the posting and referencing of this Special Order.

By order of,

James W. Johnson
Chief of Police