



University of Wisconsin–Madison Police

Policy: 91.1

SUBJECT: RISK & THREAT MANAGEMENT

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STANDARD: CALEA 91.1.1, 91.1.3, 91.1.7, 91.1.8

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POLICY:

Directives in risk and threat assessment enhance the Department’s ability to provide effective service to the campus community. Assessing whether a situation has the combination of factors that are associated with escalated risks and danger requires knowledge and implementation of evaluative tools.


DEFINITIONS:

“Risk assessment” refers to the quantification of liabilities to a particular location, event, or individual.

PROCEDURE:

91.1.1 RISK ASSESSMENT

The following shall provide guidelines for conducting risk assessments:

- A. The basic foundation of the security function is a risk assessment and analysis of the information. Analysis of past data indicates what has happened and provides insight to future occurrences. Frequency of past occurrences, the criticality of the event and loss or replacement costs should be considered. Some factors to consider are crime and incidents reports, vehicle and personal accident reports, potential weather and geographic events, physical and building issues, the surrounding demographic environment, possible negligent human actions or criminal and terrorism actions.
- B. A documented risk assessment is required every **four (4) years** at the following locations:

- C. Incident reports, case dispositions, alarm reports, and previous risk assessments, if available, shall be utilized during the risk assessment and analysis process.
- D. Risk assessments shall evaluate risks to campus community from criminal activity, risks to campus community from accidents, risk of property loss to the institution and individuals, and liability issues. Each assessment shall contain an analysis conclusion with recommendations for mitigation. Recommendations shall be forwarded to the appropriate individuals responsible for the facility.
- E. Staff conducting security surveys or risk assessments shall be appropriately trained and certified.

91.1.2 SECURITY CAMERAS

The following shall provide guidelines for the installation and review of security cameras:

- A. The University of Wisconsin–Madison Police Department Infrastructure Security Unit shall provide input to new building and remodel project managers on security camera locations. Camera locations include, but are not limited to: exterior entrances, loading docks, elevator lobbies, locations with cashiering functions, and other locations as determined by the building occupants. Pan-Tilt-Zoom cameras (PTZ) may be specified for large lobby atrium/public interior or exterior spaces. Where the Department determines a PTZ camera is the best option, the camera will be a “megapixel or high definition” I.P. PTZ camera.

- B. Security cameras record, but are not actively monitored unless specific arrangements have been made with the Department Communications Center. The requesting Department on campus should have an identified need to monitor the camera and a time period for monitoring. In the event of an alarm at an active camera location where the alarm and the camera work together, the law enforcement dispatcher shall review the video feed and notify responding officers of any unusual occurrences.
- C. The media retention schedule for security camera footage not deemed evidentiary is 60 days. Requests made by other law enforcement agencies to review video security camera video footage shall be coordinated through the Infrastructure Security Lieutenant or designee. All other individuals or organizations requesting security video footage shall follow open records laws. Departments on campus that have a web client may review the video from the camera locations at their facility.
- D. The Communications Center shall check cameras on the control point system semi-annually. System maintenance issues shall be reported to the Infrastructure Security Lieutenant or designee. All law enforcement dispatchers and personnel assigned to the Infrastructure Security Unit shall be trained in operation of the system.
- E. Security cameras are effective in reducing crime and aiding in the identification of criminals and situations where the public may need assistance. The Infrastructure Security Lieutenant or designee shall conduct an annual evaluation of incidents and camera locations to ensure timely adjustments are made.

91.1.3 UNIVERSITY BACKGROUND INVESTIGATIONS

The following shall describe the Department role in conducting background investigations not related to employment or Department investigations:

- A. The Department fingerprints employees of [REDACTED]. The prints are sent to the Federal Bureau of Investigation.
- B. The Department conducts criminal history and law enforcement contact checks on staff working on high level, controversial research. These background investigations are conducted in an effort to determine trustworthiness and reliability of the persons in those assignments.

91.1.4 THREAT ASSESSMENT

The following shall address agency involvement in the campus behavioral threat assessment process.

- A. Following the educational mission of the University the University of Wisconsin-Madison Police Department seeks to create an environment on campus that is conducive to learning. The Department partners with organizations on campus to identify those that demonstrate they are at risk physically or emotionally or may be a risk to others.
- B. The University of Wisconsin Threat Assessment and Response Team shall assess potentially violent behavior or violent threats by students, faculty, staff or nonaffiliated people on campus. If there is a significant credible threat to the campus or a portion of the campus, legal and protective measures will be taken and information shared with the campus regarding the threat.
- C. The Threat Assessment and Response Team meets monthly to discuss and provide interventions, if needed, to those individuals who are exhibiting potentially violent or threatening behaviors.