



UW-Madison Police Department

Policy: 2.1

SUBJECT: JURISDICTION AND MUTUAL AID

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POLICY:

The UW-Madison Police Department clearly delineates its specific geographic boundaries and concurrent jurisdictional responsibilities to ensure the efficient and effective delivery of service. Jurisdictional authority shall be extended when established interagency or mutual aid agreements are properly placed into effect.

DEFINITIONS:

“Concurrent jurisdiction” refers to the sharing of, or having equal authority within, the same jurisdictional boundaries by two or more governmental entities.

“Mutual aid” refers to a statute by which a law enforcement agency may render assistance to or request assistance from another agency in law enforcement emergencies.

PROCEDURE:

2.1.1 GEOGRAPHIC BOUNDARIES

- A. The UW-Madison Police Department includes properties in and around the city of Madison, the county of Dane, and the state of Wisconsin.
- B. A detailed official map, delineating the specific geographical jurisdiction boundaries of the Department, shall be available to all field personnel.

2.1.2 CONCURRENT JURISDICTION

- A. According to Wisconsin statute [36.11\(2\)\(a\)](#), “the Board [of Regents] shall have concurrent police power, with other authorized peace officers, over all property subject to its jurisdiction. Such concurrent police authority shall not be construed to reduce or lessen the authority of the police power of the community or communities in which a campus may be located.”
- B. The UW-Madison Police Department shall be the primary agency providing law enforcement services to the University of Wisconsin–Madison.
- C. Properties owned or leased by the University of Wisconsin-Madison that lay in close proximity to other law enforcement jurisdictions may receive law enforcement services from the other jurisdiction. However, the primary investigative responsibility for occurrences on those properties’ rests with the UW--Madison Police Department.
- D. The UW-Madison Police Department shall have concurrent jurisdiction primarily with the City of Madison Police Department, Shorewood Hills Police Department, Wisconsin Capitol Police, Juneau County Sheriff’s Office and Dane County Sheriff’s Office.
- E. There are other federal, state, county, and local agencies that may, on occasion, perform a police function within the city. The origin of their office (federal, state, etc.) shall define the scope of their authority.

- F. City, County, state, and federal agencies shall maintain concurrent jurisdiction within the Department when conducting investigations and taking enforcement action, as guaranteed by state and federal statutes.
- G. Any interagency agreements entered into by the Department shall outline agency responsibilities regarding concurrent jurisdiction, to include identification of the agency responding to a call for service by type, communication linkages between agencies to ensure prompt and appropriate response, provisions for backup support between jurisdictions, reporting responsibilities, and policies concerning the jurisdiction of prosecutors and courts.

2.1.3 MUTUAL AID

- A. According to Wisconsin Statute [66.0313\(2\)](#), “Upon the request of any law enforcement agency, including county law enforcement agencies as provided in statute 59.28(2), the law enforcement personnel of any other law enforcement agency may assist the requesting agency within the latter’s jurisdiction, notwithstanding any other jurisdictional provision. For purposes of Statute 895.35 and Statute 895.46, law enforcement personnel, while acting in response to a request for assistance, shall be deemed employees of the requesting agency.” Officers temporarily transferred shall have all the rights, privileges, and authority of an officer employed by the UW-Madison Police Department for the duration of the transfer.
- B. Department non-emergency requests for mutual aid shall be directed to the Chief of Police or designee. The Chief or designee shall evaluate the request and decide what resources, if any, shall be required and requested. The Chief shall develop and maintain liaisons with other agencies in order to enhance the Department’s ability to cooperatively and effectively respond to any field situation or emergency. Particular circumstances of cooperation may involve criminal investigations in overlapping or multiple jurisdictions or other events.
- C. The Department shall provide or request personnel as necessary during emergencies. To the extent practical, the integrity of working units shall be maintained and instructions to outside units shall be relayed from a Department supervisor to a supervisor of the cooperating agency. Replies to requests for assistance shall be made by the chief executive officer of the responding agency or designee. If the request is granted, the requesting law enforcement agency shall be informed of the number of officers to be transferred and their identities, if that information is available. Requests for local resources may be handled through the Dane County Communications Center or through the OIC’s office of the Department requested to assist.
- D. Interagency agreements may be executed at the direction of the Chief of Police or designee.
- E. Resources permitting, all requests for police services within the University of Wisconsin-Madison jurisdiction shall initially be assigned to employees of the Department (unless prior agreements with other law enforcement agencies exist).
- F. Requests for temporary assistance shall be made by the head law enforcement official of the requesting agency or designee. The designee shall usually be the ranking officer on duty at the requesting agency. The request shall include, where feasible, a description of the situation creating the need for assistance, the number of officers requested, the location to which they are to be dispatched, and the officer-in-charge at that location. The request and the accompanying information may be transmitted by radio communication, telephone or by other means.
- G. Officers assigned to respond to another agency request for mutual aid should report to the requesting agency staging area, if established, and make contact with the appropriate person (i.e., staging manager, liaison officer, incident commander, etc.). If no staging area is established, the officer shall report to the officer-in-charge of the requesting agency at the designated location and shall be subject to the lawful orders and commands of that officer. Where such reporting is not feasible, the officer may report to the officer-in-charge by radio communication, phone, or other method of communication.
- H. Radio communications between the requesting agency officers and transferred officers shall be maintained by use of a mutually shared radio channel (e.g. City of Madison TAC channels, Dane County TAC channels, or WISCOM channels).

- I. When taking law enforcement action at the scene of the emergency, including the use of force, officers shall adhere to the policies and procedures of the UW–Madison Police Department and utilize only those weapons and tactics with which they have qualified.
- J. Officers responding to mutual aid requests shall regularly inform the officer in charge (OIC) of the continued status of the incident, officer injuries, and the need for relief. Officers shall conclude their assisting role when:
 - 1. Designated to do so by the incident commander;
 - 2. Relieved by another officer under the direction of the senior operations supervisor;
 - 3. Recalled to the UW–Madison Police Department by the OIC or a supervisor. If an officer is recalled to the University of Wisconsin, the officer shall notify the incident commander prior to leaving the scene.
- K. In the event that there is an imminent threat to life or property occurring on the University of Wisconsin campus and the resources immediately available at the time of the emergency are not adequate, the on-scene incident commander shall be responsible for requesting or directing contact with specific law enforcement agencies for assistance. Certain situations may require the assistance of a federal or state agency.
 - 1. Absent the Emergency Operations Plan (EOP) activation, the on-scene incident commander shall be responsible for approving requests for non-routine emergency mutual aid from state and federal agencies.
 - 2. An incident exceeding the capability of the initial on-scene or on-duty personnel and equipment, requiring resources from multiple response agencies may require either full or partial activation of the Emergency Operations Plan (EOP) (reference directives in 46.1).

2.1.4 REQUESTING FEDERAL LAW ENFORCEMENT OR NATIONAL GUARD ASSISTANCE

- A. The determination to request federal law enforcement assistance shall normally be made by the Manager on Call (MOC) or another Department manager.
- B. In an extreme emergency, (MOC) may contact Wisconsin Emergency Management and request the services of the National Guard. The Wisconsin Emergency Management Director is required to seek approval from the Governor or their designee for final authorization.

2.1.5 CAPITAL AREA POLICE MUTUAL AID RESPONSE (CAPMAR)

The following procedures describe the Department involvement and expectations with CAPMAR. CAPMAR is intended to provide a framework for an organized mutual aid response under the existing mutual aid statutes. A CAPMAR response shall typically be run by the Dane County 911 Center. There are two ways CAPMAR is expected to be used.

- A. Department use of CAPMAR is to assist the Department OIC with additional resources, outside of a typical mutual aid request from neighboring agencies Shorewood Hills Police Department and/or the Madison Police Department. In the event additional resources are required, the Department OIC shall:
 - 1. Call for a CAPMAR response and designate level 1 – 8.
 - a. A level 1 CAPMAR response shall supply 5 officers and one supervisor (additional supervisors can be requested.)
 - b. Each additional level adds 5 additional officers up to a total of 40 officers.
 - c. Initial response should occur within 10 minutes or less. Additional CAPMAR officers may take up to 1 hour for deployment.
 - 2. Designate a staging area for officers to respond. Staging area must be staffed by a Department member to give responding officers instructions. The staging area may be pre-planned, or determined as the situation requires. The staging area may be staffed by sworn and/or non-sworn Department staff.
 - 3. Department OIC should work with the Dane County 911 center to determine which radio channel officers should use for communication between agencies.
 - 4. Department OIC shall specifically request emergency mode response for outside officers dependent on the nature of the call. Each agency shall follow its own emergency response policy when responding to a CAPMAR request.
- B. If an officer is requested from the Department, one is required to respond unless exigent circumstances exist. The Department OIC should determine which officer shall be sent. The Dane County 911 center should broadcast CAPMAR requests via countywide radio systems and should follow up with a phone call.
 - 1. The agency requesting the CAPMAR response shall provide the following information:
 - a. CAPMAR level requested and number of officers required from each agency.
 - b. Location of staging area.
 - c. Radio channel for responding officers to utilize for communication between agencies.

- d. If emergency mode response is requested.
- 2. Each agency shall follow its own emergency response policy when responding to a CAPMAR request.