

**Campbell County Office of Emergency Management
and
Campbell County Police Chiefs Association**

Standard Operating Guideline

Topic: Golden Alert

What is a “Golden Alert”?

In the 2008 General Assembly, House Bill 667/Senate Bill 125 were filed relating to the search and rescue of impaired adults and individuals having organic brain syndrome and amended in the 2012 General Assembly to further define a “Golden Alert D”. Based on the passage of those two pieces of legislation, searches for individuals meeting the criteria defined in KRS39F.0101 shall be considered a “Golden Alert” or “Golden Alert D”.

What is the “Established Criteria”:

KRS 39F.010 defines "Developmental Disability" as having the same meaning as in KRS 387.510. KRS 387.510 defines a “Developmental Disability” as meaning “a severe, chronic disability of a person which:

- (a) Is attributable to a mental or physical impairment or combination of mental and physical impairments, including pervasive developmental disorder;
- (b) Is manifested before the person attains age twenty-two (22);
- (c) Is likely to continue indefinitely;
- (d) Results in substantial functional limitations in three (3) or more of the following areas of major life activity:
 - 1. Self-care;
 - 2. Receptive and expressive language;
 - 3. Learning;
 - 4. Mobility;
 - 5. Self-direction;
 - 6. Capacity for independent living; and
 - 7. Economic self-sufficiency; and
- (e) Reflects the person's need for a combination and sequence of special interdisciplinary or generic care, treatment, or other services which are of lifelong or extended duration and are individually planned and coordinated”

The KRS 39F.010 definition for “Impaired Person” is no longer age dependent. The definition now states that "Impaired person" means a person who has a known or reported:

- (a) Developmental disability, including but not limited to autism, or traumatic brain injury and whose disappearance poses a credible threat to the health or safety of the person, as determined by a local law enforcement agency; or
- (b) Physical, mental, or cognitive impairment or organic brain disorder, including but not limited to Alzheimer's disease, and whose disappearance poses a credible threat to the health or safety of the person, as determined by a local law enforcement agency

KRS 39F.180 states that:

“(2) (b) A search for an impaired person as defined in KRS 39F.010(3)(a) shall immediately be reported as a Golden Alert D to the local emergency management director, local search and rescue coordinator if different from the local emergency manager, local media outlets, and the duty officer of the Division of Emergency Management by the person managing the search or by the organization conducting the search.

(c) A search for an impaired person as defined in KRS 39F.010(3)(b) shall immediately be reported as a Golden Alert to the local emergency management director, local search and rescue coordinator if different from the local emergency manager, local media outlets, and the duty officer of the Division of Emergency Management by the person managing the search or by the organization conducting the search. The provisions of this section do not apply to any licensed long-term health care provider conducting a search for a missing resident until the provider requests a search by a person or organization specified in subsection (1) of this section”.

The individual(s) defined in KRS 39F.010 still include but are not necessarily limited to those diagnosed with organic brain disorder which is a general term referring to physical, not psychiatric, disorders that cause decreased mental function that include but not limited to Alzheimer's disease. Organic brain disorder may also be referred to as OBS; organic mental disorder or OMS; or chronic organic brain syndrome. It could also potentially be associated with:

- A variety of other degenerative and cardiovascular disorders including:
 - Senile dementia,
 - Schizoaffective disorder and/or other disorders not listed here; and/or
- The lost/missing person has a history of a previous trauma induced brain injury,
- The lost/missing person is or has a history of being prescribed mood or mind altering medications and/or,
- The possibility that the lost/missing person is believed to be a danger to himself or herself.

Who has the authority to declare a “Golden Alert” or “Golden Alert D”?

Based on language contained in KRS 39F.010 the authority to declare a “Golden Alert” or “Golden Alert D” rests with “the local law enforcement agency” which may include the Sheriff, or the County/City Police.

To whom shall the notification be provided and by whom shall the notification be provided:

Once an individual meeting the defined criteria is determined to be missing, the following entities, agencies or individuals shall be notified pursuant to KRS 39F.180 by the reporting law enforcement agency.

- The local emergency management director (LEO will fax (859-635-3132) or email “preferred” eoc@campbellcountyky.org } report to CCOEM;
- The local search and rescue coordinator (CCOEM);
- Local media outlets, which are defined as “radio, television, or other media outlets within the broadcast service area from which the person is missing” (Note: Using the attached news release template is recommend and news outlets will want a photo of the missing person); and
- The Duty Officer for the Division of Emergency Management (done by CCOEM).

It is important to remember that the provisions of the notification requirement section do not apply to any licensed long-term health care provider conducting a search for a missing resident until the provider requests a search by a person or organization specified in the statute.

How do I decide if a lost or missing person constitutes a “Golden Alert” or “Golden Alert D”?

A “Decision Tree” document accompanies this document to assist agencies in making the determination regarding whether or not the lost or missing person meets the criteria for a “Golden Alert” or “Golden Alert D”.

When the notifications required above are complete, what takes place next?

The local agencies should establish a Command Post, establish an Incident Command structure, draft an Incident Accident Plan, commence the search using techniques taught in the KYEM Basic Search and Rescue and Search Management training courses, and follow local Standard Operating Procedures. Thus to some degree, the procedure that is followed will vary from jurisdiction to jurisdiction and from agency to agency.

What procedure will the Kentucky Division of Emergency Management follow once they notified?

The following represents the policy and procedure that will be followed by KYEM once a “Golden Alert” or “Golden Alert D” notification is received by the Duty Officer in the ECIC. KYEM will support counties and all involved agencies during a response to a declared Golden Alert. Listed below are guidelines for all KYEM employees.

Duty Officers shall:

- Ask the person reporting the lost or missing person if it is a Golden Alert. If the caller is unfamiliar with the definition of a Golden Alert, Duty Officers should assist in providing the information needed for the local law enforcement agency to determine whether the lost or missing individual meets the established criteria. That may include a copy of this policy, a copy of the Decision Tree document and/or a copy of the Press Release template designed by the PIO.
- Gather the information needed to complete the standard KYEM incident report.
- Obtain as much pertinent information as may be available including but not limited to:
 - Sufficient information regarding the missing person to disseminate to the public that could assist in locating the missing person: Race, gender, age, height, weight, hair color, eye color, description of clothes wearing, direction of travel and mode...etc.
 - If possible obtain a photograph of the missing person and permission so that the photo can be distributed to the media and other personnel or agencies that have a “Need to Know”.
- Issue an Incident Number for the search mission.
- Contact the Manager on Call and provide them with a briefing.
- Contact the PIO regarding the situation and provide them with a briefing if the reporting individual or agency requests assistance from the KYEM PIO.

The Manager on Call shall:

- Verify that the search meets the criteria for a Golden Alert based on the Duty Officer’s briefing.
- Work with the PIO to offer the local Emergency Management Director or Search and Rescue Coordinator assistance in disseminating information to the news media relative to the Golden Alert, if KYEM PIO assistance has been requested by local authorities.

The KyDEM Public Information Officer, if requested by the reporting individual or agency, shall:

- The KYEM PIO may assist local emergency management agencies and their Public Information Officers in disseminating information to the news media outlets in the local area.
- The PIO may also assist the on-scene Incident Commander with:
 - Contacting local media outlets;

- Drafting press releases; and
- Assembling press conferences.
- The PIO shall keep the Manager on Call apprised of their activities relative to a “Golden Alert” or “Golden Alert D” and shall obtain travel authorization from the Manager on Call prior to travelling to any “Golden Alert” or “Golden Alert D” search location.

The KyDEM Regional Response Manager and/or Regional Administrative Officer shall:

- Assist in the dissemination of the existing guidance concerning Golden Alerts to agencies involved in the search, as requested.
- Regional Staff should affirm, in cooperation with local emergency management and law enforcement officials the appropriateness of a search being designated a “Golden Alert” or “Golden Alert D”.
- Regional staff will assist in locating additional regional or state search and rescue assets if requested by the Duty Officer or Manager on Call.

The Local Emergency Management Director shall:

- Ensure that the Search and Rescue Coordinator has been notified of the missing person.
- Ensure that the appropriate coordination has been completed to verify the missing or lost individual(s) meet(s) the statute requirements for a Golden Alert.
- Assist the Search and Rescue Coordinator with, or in the absence of such action by the Search and Rescue Coordinator, the local Emergency Management Director shall assume responsibility for, establishing an Incident Command Post and Incident Command System for the search.
- Coordinate/identify the need for additional assets to assist with the search.
- Provide reports to the KYEM ECIC regarding the status of the search.
- Complete all required documentation at the completion of the search for submission to KYEM