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<b>Effective Date: July 1997</b>	<b>Revision Date: July 2012</b>
<b>Amends/Supercedes: 1700.50/October 2009</b>	<b>Approved by: Chief Kevin Higdon</b>
<b>Meets Accreditation Standard:</b>	<b>30.5</b>

## Section 1400.50 Golden Alerts

- 1) Local law enforcement (or other public safety agency) is notified of missing person. Depending upon information provided to call taker, EM and SAR Coordinators may be notified at that time as well.
  
- 2) If an officer responds to caller's location and determines that the missing individual qualifies as an **IMPAIRED PERSON**, that person shall immediately be reported as a Golden Alert. An impaired person is **ANY** person who has a known or reported developmental disability (including but not limited to autism), a traumatic brain injury, an organic brain disorder (including but not limited to Alzheimer's Disease), physical, mental or cognitive impairment and whose disappearance poses a credible threat to the health or safety of the person or is otherwise a critical missing person. The EM & SAR Coordinators shall be immediately notified. (Although Kentucky law does not differentiate between categories of missing persons, in practice, some categories of missing persons may not indicate an active search, but only an investigation by law enforcement.) Contact should be made by calling the on duty Metro Safe Supervisor and asking to have both SAR Coordinator and EM notified of the missing subject. The agency should provide a contact for the responding or other appropriate officer from the lead law enforcement agency. Pursuant to KRS 39F-, a notification for an Impaired Person must be made immediately, as soon as the subject is identified as such, and notification for any other critical missing must be made within two hours. Nothing, however, precludes all notifications being made immediately.
  
- 3) If the subject is mobile (specifically driving), the lead law agency should immediately disseminate information on the vehicle to appropriate agencies. If the subject is on foot, the SAR Coordinator may arrange for SAR (Search & Rescue) resources to respond to the LKP (last known position) or PLS (point last seen) to conduct a search, along with other public safety responders, as appropriate given the circumstances.

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- 4) If the missing person is eligible for a Golden Alert, as determined by the lead law enforcement agency and the SAR Coordinator, the lead law enforcement agency will be responsible for notifying the MetroSafe supervisor (as above) of the details of the missing subject, as needed for the Golden Alert. The SAR Coordinator or EM will be responsible for notifying the state Duty Officer (Division of Emergency Management) of the status of the missing person as a Golden Alert. The state Duty Officer will assign a mission number, make appropriate notifications and may also provide additional resources, as requested. The missing person report should also be sent to NCIC in the usual manner.

*Note: If a missing subject does not qualify as a Golden Alert, but is considered a critical missing, the same process should still be followed. The notification, under such circumstances, will not be considered a Golden Alert, of course. Kentucky law requires the SAR Coordinator/EM be notified even if an active search is not warranted.*

- 5) The search will be conducted under the direction of the lead law enforcement agency working in Single Command or Unified Command with the SAR Coordinator and EM, as the circumstances dictate. If warranted, a criminal investigation may be conducted in tandem with a search.
- 6) Once the missing person is located, the responding agency will notify the SAR Coordinator (if the SAR Coordinator is not already aware of the termination of the search), who will notify the KyEM Duty Officer. The lead law enforcement agent will be responsible for notifying the MetroSafe Duty Supervisor of the cancellation. The MetroSafe Supervisor will process the cancellation notifications.

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- 7) Following the conclusion of the incident, the SAR Coordinator will be responsible for a follow up report to KyEM. If not already provided to SAR Coordinator, a copy of the missing person report should be faxed to, or scanned and sent by email to [SAR@louisvilleky.gov](mailto:SAR@louisvilleky.gov).

### Key Terms

EM	County Emergency Manager
KyEM	Kentucky Division of Emergency Manager
LKP	The Last Known Position where the missing subject was known to have been. The position may be the same as the PLS or may be different.
Lead Law Enforcement Agency	The law enforcement agency having jurisdiction over the search.
PLS	The Point Last Seen is the location where the missing subject was actually seen by a credible witness.
SAR	Search and Rescue
SAR Coordinator	The individual designated by the County EM to oversee and respond to all searches in a particular county. (KyEm also has a State SAR Coordinator)