



Cover Memorandum
Assistance to Roadway Users, JHPD Directive #445

Purpose of the Directive

The purpose of this Directive is to provide guidelines for Johns Hopkins Police Department (JHPD) officers assisting roadway users in order to create a safe environment for all individuals using the roadways within and adjacent to the Johns Hopkins (JH) campus area.

Summary of Directive Requirements

This Directive instructs JHPD officers to be alert for roadway users who appear to be in need of assistance within the campus areas. Upon observing a roadway user who is in obvious need of assistance, officers shall stop, determine the nature of the problem, notify the Communications Center, and offer reasonable assistance. The Directive lists several ways in which the officer can provide assistance, such as by providing information and directions, requesting a tow truck pursuant to JHPD Directive #446, Vehicle Towing & Storage, offering to contact a third party for assistance, or transporting the individual to a nearby service station or repair facility. The Directive also describes safety steps that officers shall take, including remaining with a disabled vehicle that is at an unsafe location, using safety flares, and assisting individuals when there is a vehicle fire or the presence of hazardous materials.

The Directive also states several actions that officers shall not take when providing assistance to a roadway user. These include providing lock-out services except in emergency situations, making mechanical repairs to a disabled vehicle, recommending a particular tow service or mechanic, and using their patrol vehicles to push or pull a disabled vehicle.

Additionally, the Directive describes the procedures that officers should follow when jump-starting a disabled vehicle, including obtaining a waiver from the motorist prior to jump-starting the vehicle.

Blueprint for the Policy Development Process

The draft JHPD policies (hereinafter referred to as “directives”) shared for community feedback are based on examples of 21st century best practices in public safety policy, identified through extensive benchmarking of university and municipal law enforcement agencies across the nation. Taken together, they represent a comprehensively progressive approach to policing that prioritizes equity, transparency, accountability, and community-based public safety strategies.

The JHPD’s draft directives embody approaches that community advocates and leading experts have championed locally and in law enforcement reform efforts across the nation. The draft directives have also been developed based on input received through robust community engagement in prior phases of JHPD development, including suggestions received in the legislative process as well as last fall’s Memorandum of Understanding (MOU) public comment period and feedback opportunities.

In addition, the directives were drafted to exceed the minimum requirements of the Constitution and laws of the United States and the State of Maryland, to align with the Community Safety and Strengthening Act (CSSA) and to fulfill the requirements of the MOU between the Johns Hopkins University and the Baltimore Police Department. The Hopkins community and our neighbors throughout Baltimore can help improve and strengthen these directives further through their feedback and input.

Material that was considered in the drafting of the Directive and Procedure Manual, include:

a. Publicly available policies from municipal police departments that have undergone substantial reform efforts, including: the New Orleans Police Department; Seattle Police Department; Portland Police Department; Detroit Police Department; Ferguson Police Department; and Baltimore Police Department;

b. National guidance on best practices and model policies from criminal justice reform efforts, social science research centers, and civil rights organizations, including: the Leadership Conference on Civil and Human Rights; American Civil Liberties Union (ACLU), including the ACLU of Massachusetts's "Racially Just Policing: Model Policies for Colleges and Universities"; the International Association of Chiefs of Police (IACP); the Police Executive Research Forum (PERF); U.S. Department of Justice Office of Community Oriented Policing Services (COPS Office); The Justice Collaboratory (The JC) at Yale University Law School; and The Center for Innovation in Community Safety (CICS) at Georgetown Law School.

c. National and local higher education institutions that are based in comparable environments and make policies publicly available, including: Carnegie Mellon University; Morgan State University; Towson University; University of Chicago; University of Cincinnati; University of Maryland, Baltimore County; University of Pennsylvania; and Yale University.

To ensure that the proposed directives captured national best practices in community-focused public safety services, the development team collaborated with independent experts from two organizations: National Policing Institute (the Institute), a non-profit dedicated to advancing excellence in policing through research and innovation, and 21CP Solutions, an expert consulting team of former law enforcement personnel, academics, civil rights lawyers, and community leaders dedicated to advancing safe, fair, equitable, and inclusive public safety solutions. Each directive was reviewed by experts selected by both organizations, who provided feedback, suggestions, and edits that were fully incorporated into the current draft.

Finally, individuals and organizations representing the diversity of the Johns Hopkins University community provided feedback to ensure the policies and procedures reflect and respond to the values of our institution and to our community's public safety service needs.

Now they are available for your review. Johns Hopkins is committed to adopting, incorporating, or otherwise reflecting recommended changes and feedback in the final version of policies so long as feedback is aligned with our values and commitments, permissible within legal parameters, and supported by national best practices for community policing and public safety.



POLICE DEPARTMENT
ASSISTANCE TO
ROADWAY USERS

OPERATIONAL
PROCEDURE #445

Responsible Executive:
Chief of Police
Responsible Office:
Vice President for Public Safety
Approved by:
Dr. Branville G. Bard, Jr.
Issued: [full date]
Revised: [full date]

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Policy Statement

As part of its commitments to the Johns Hopkins (JH) community, Johns Hopkins Police Department (JHPD) personnel observing a motorist or other roadway user in need of assistance will stop, determine the nature of the problem, and take appropriate action to provide reasonable assistance. This will include providing a communications link to needed emergency services, ensuring that the roadway user is in a position that does not present an undue hazard to their personal safety or to the safety of others using the roadway, and facilitating the response of other public safety resources to address their problems.

Who is Governed by this Policy

All sworn police officers, as defined by MD Code, Public Safety, § 3-201 in service with the JHPD are governed by this Directive.

Purpose

To provide guidelines for assisting roadway users, so as to create a safe environment for all individuals using the roadways within and adjacent to the Johns Hopkins (JH) campus area.

Definitions

Campus Area:

Per the enabling statute, MD Code, Education, § 24-1201(c), “campus area means any property that is: (i) owned, leased, or operated by, or under the control of Johns Hopkins University; (ii) located on:

1. The Homewood Campus, meaning the area bounded by West University Parkway and East University Parkway on the north, East 28th Street and West 28th Street on the south, Remington Avenue and Stony Run stream on the west, and North Calvert Street on the east;
2. The East Baltimore Campus, meaning the area bounded by East Eager Street on the north, East Baltimore Street on the south, North Caroline Street on the west, and North Castle Street on the east; or
3. The Peabody Campus, meaning the area bounded by West Madison Street and East Madison Street on the north, East Hamilton Street and West Hamilton Street on the south, Cathedral Street on the west, and Saint Paul Street on the east; and (iii) used for educational or institutional purposes.” Campus Area “includes the public property that is immediately adjacent to the campus, including: (i) a sidewalk, a street, or any other thoroughfare; and (ii) a parking facility.”

Member:

All members of the JHPD, including employees, officers, and volunteers, unless the term is otherwise qualified (e.g., member of the public, member of the Baltimore Police Department, etc.).

Officer:

All sworn police officers, at any rank, as defined by MD Code, Public Safety, § 3-201, in service with the JHPD.

Jump Start:

Starting a car with a dead battery with jumper cables

Roadway:

For purposes of this Directive, roadway includes the entire width between the boundary lines of any street, way or thoroughfare of which any part is used for vehicular travel, or pedestrian travel when walkways are included within the lateral boundary lines of the roadway.

Roadway User:

Any individual who is parked in a Johns Hopkins (JH) parking facility or space or using a roadway within and adjacent to the campus area. A roadway user can include motorists, bicyclists, pedestrians, scooter operators, etc.

Policy

The JHPD is committed to protecting the safety of the campus community, including students, faculty, staff, and any other individuals who use the roadways within and adjacent to the campus area. During the course of their duties, JHPD officers may encounter motorists or other roadway users who are encountering safety issues. JHPD officers will assist motorists and other roadway users when their safety is a concern, or when a disabled vehicle or other traffic hazard poses a danger to the public. Officers will provide assistance to roadway users in a reasonable and equitable manner without regard to race, color, ethnicity, gender identity/expression, sexual orientation, religion, disability, or financial status. This assistance may include engaging other Johns Hopkins Public Safety (JHPS) members or JH resources to help address the problem.

Procedures

I. Assisting Stranded Roadway Users

- A. JHPD officers shall be alert for roadway users who appear to need assistance. When an on-duty JHPD officer sees a motorist, bicyclist, pedestrian, or other roadway user within JHPD's jurisdiction, the Campus Area, who needs assistance, the officer shall make a reasonable effort to provide assistance. (Commission on Accreditation for Law Enforcement (CALEA) 61.4.1)
- B. Upon observing a roadway user who is in obvious need of an assistance, the officer shall, while operating a JHPD vehicle:
 - Stop and position the vehicle to afford the best protection to the individual, the officer, and other persons using the roadway,
 - Determine the nature of the problem,
 - Notify the JHPS Communications Center of the location where assistance is being rendered to, or needed by, roadway users, and
 - Offer reasonable assistance.
- C. Assistance may include, but is not limited to:
 - Providing information and directions,
 - Requesting a tow truck pursuant to JHPD Directive #446, Vehicle Towing & Storage,
 - Offering to contact a third party to assist the roadway user,
 - Transporting the motorist to a nearby service station, repair facility, or other location,
 - Changing a flat tire,
 - Jump-starting a vehicle,

- Requesting additional public safety resources to obtain fuel and other repairs from the JHPS Communications Center (CC),
 - Offering the roadway user, the ability to make phone calls and/or access restroom facilities at JHPD Headquarters or facility, and
 - Contacting other JHU public safety personnel or University resources to help address the problem and/or ensure the safety of the individual.
- D.** If the disabled vehicle is at an unsafe location, the officer will remain with the vehicle until it can be safely removed. In certain circumstances, due to the danger presented by the vehicle's continued presence on the roadway, the officer may arrange for its removal, regardless of the owner's wishes, consistent with JHPD Directive #446, Vehicle Towing & Storage. In such circumstances, Officers should discuss the decision with the owner in an empathic way and seek to assist the owner, if possible, in retrieving the vehicle, if necessary.
- E.** Should the vehicle be in a place which affords the occupants relative safety, and no other unusual circumstances exist which threaten the safety or well-being of the occupants, the officer may leave after arranging assistance and:
- Advising the roadway user of their responsibility to remove the vehicle in accordance with the laws pertaining to abandoned vehicles. See JHPD Directive #446, Vehicle Towing & Storage.
 - If appropriate, providing the roadway user road flares for safety and visibility until the assistance arrives.
- F.** After appropriate assistance has been rendered, the officer will advise the CC of the situation so they will be aware of the action taken in case of subsequent calls.
- G.** If an officer is unable to stop for the roadway user due to a condition existing that would make stopping impractical (e.g., transport or priority call), the officer shall:
- Advise the CC of the location and vehicle/pedestrian description; and
 - Request notification and dispatch of another officer or member of the JHPS (as appropriate) to respond.
- H.** Except during a life-threatening emergency, JHPD will not provide lock-out services or permit the use of a "Slim Jim" by officers to enter a locked motor vehicle.
- If a JHPD member encounters a roadway user in need of lock-out assistance, the officer shall contact JH Parking and Transportation Services to respond.
 - Examples of a life-threatening emergency for which JHPD will provide lock-out services, include:

- Medical emergencies,
 - Children or disabled persons locked in vehicles,
 - When the welfare of a person could be in imminent jeopardy, and
 - Police-related matters as authorized by supervisors
 - Animals locked in vehicles in conditions that endanger the health or safety of the animals,
- In emergency situations, officers will:
 - Use the safest, most expedient method available to gain entry; or
 - Request assistance from the Baltimore Fire Department (BCFD).

I. Under no circumstances shall an officer:

- Make mechanical repairs to a disabled vehicle, other than changing a flat tire or jump-starting the car in accordance with this policy,
- Recommend a particular tow service, mechanic, auto shop, etc. to the motorist (see JHPD Directive #446, Vehicle Towing & Storage), or
- Use their patrol vehicle to push or pull any vehicle for any reason.

II. Jump-Start Procedures

A. JHPD members may, when it is safe to do so, use battery jump starters, to jump-start another motor vehicle at the request of a stranded motorist or request public safety resources respond with one.

B. The motorist seeking a jump-start should be provided with the JHPD Vehicle Assistance Waiver.

- The motorist must review, complete, and sign the waiver before JHPD personnel jump-start the vehicle.
- The officer will provide the motorist with a copy of the completed and signed waiver.

C. Before attaching jumper cables to any vehicle, the officer shall inspect the disabled vehicle's battery as there is a possibility that the battery may explode from an electrical spark if the battery is leaking hydrogen gas. Therefore, officers **will not** attempt to jump-start any vehicle under the following circumstances:

- When the vehicle has been involved in a crash,
- The vehicle has a different electrical system from the police vehicle,
- There is any possibility that flammable gases or liquids may be present, or
- The battery appears to be damaged, altered, or leaking fluid.

D. To safely jump-start a vehicle, officers shall follow all instructions of the battery jump starter and avoid standing between two vehicles.

- E. Officers should avoid battery fluid from coming in contact with the eyes, skin, or clothing. If contact is made, flush the contaminated area with water. If battery fluid gets in the eyes, immediate medical attention should be sought.

III. Medical Emergencies

- A. Should an officer encounter a roadway user experiencing a medical emergency, the officer will request medical assistance from the JHPD Communications Center, BCFD, emergency medical services (EMS), and render first aid as appropriate, and attempt to stabilize the situation until emergency medical personnel arrive.
- B. Police officers will not utilize a public safety vehicle to transport roadway users in need of EMS and should instead render first aid and summon EMS for transport.

IV. Vehicle Fires & Hazardous Materials

Upon arrival at a vehicle fire or hazardous material spill, officers shall:

- A. Follow the procedures outlined in the Hazardous Materials section of JHPD Directive #443, Collision Investigations.
- B. Immediately notify the CC of the need for BCFD and provide the:
 - Exact location,
 - Number of persons injured,
 - Type of injuries,
 - Number/type of vehicles involved, and, if any:
 - Placard ID numbers on commercial vehicles, if this information can be obtained safely, and
 - Type of fire/spill and extent (e.g., fully involved, brake fire, 20-foot pool of gasoline, etc.).
- C. If possible, officers shall affect the rescue of any person(s). Officers shall ensure all person(s) are in a safe location away from the fire or upwind of any spill at the distance prescribed in the Emergency Response Guidebook specific to each situation. Officers shall not approach, walk through, or touch any spilled fluid, including fluid on persons.
- D. Officers shall isolate and protect the scene, to include re-routing traffic and bystanders from the scene and keeping police vehicles clear of the immediate area to allow emergency response vehicles access to the scene.

- E.** Officers shall not utilize road flares during incidents involving explosive, flammable, or unknown substance spills or leaks.
- F.** Officers shall use a fire extinguisher to extinguish small fires as needed.
- G.** Officers shall request the JHPS Communications Center to advise the Maryland or Baltimore Public Works office of any prolonged road and lane closures to coordinate the response of various transportation agencies and arrange for alternate routes, barricades, and signage if needed.
- H.** Officers shall relinquish control of the incident to be BCFD upon their arrival but remain on the scene to control traffic, if needed, until the fire/spill threat is eliminated. The officer will coordinate requests from BCFD, until relieved by a supervisor.

Policy Enforcement

Enforcement	JHPD managers and supervisors are responsible for enforcing this Directive.
Reporting Violations	Suspected violations of this Policy should be reported to the Public Safety Accountability Unit (PSAU).

Related Resources

University Policies and Documents
Conduct & Responsibility #106 Fair & Impartial Policing Operational Procedure #442, Traffic Control and Enforcement Operational Procedure #443, Collision Investigations Operational Procedure #444, Driving Impaired and Under the Influence Operational Procedure #446, Vehicle Towing & Storage Operational Procedure #447, Parking Enforcement
External Documentation
Memorandum of Understanding Between the Johns Hopkins Police Department and the Police Department of Baltimore City, Coordination of Law Enforcement Duties.
https://powerdms.com/ui/login

Contacts

Subject Matter	Office Name	Telephone Number	E-mail/Web Address
Policy Clarification and Interpretation			

DRAFT