



THREAT MATRIX

RISK REDUCTION MATRIX

This risk reduction matrix was created to give managers and administrators within WCPRD a baseline for evaluating the potential risk of proposed events. This matrix also provides additional measures to help better secure and maintain public safety when both planning, implementing, and evaluating programs, leagues, special events, tournaments, and department functions.

When utilizing this system, managers and administrators should weigh the risk of the following items:

- Medical Emergencies
- Weather
- Parking Concerns
- Safety/ Security
- Crowd Control
- Natural Surroundings
- Entry/Exit Points

This matrix does not take the place of the current WCPRD Emergency Action Policy (E.A.P.) Instead this matrix is to be used in conjunction with the E.A.P. to mitigate potential issues before the event / program / activity occurs. This matrix should be reviewed and assessed at least two (2) weeks prior to a scheduled event or program to assign the risk level. It is possible, such as in a youth sport league season, to have an incident occur that will require the review of this matrix to make an informed decision on further action to be taken regarding the continuation of a series of games, etc. Again, this tool (matrix) is to be used in conjunction with the WCPRD E.A.P. If an event needs to be cancelled due to an existing threat or previous incident(s), the following factors should be considered:

Reasons for canceling an event:

- Due to the severity of the incident, number of people exposed, and number of individuals involved.
- Due to the incident affecting and impacting all patrons, including young children that were exposed, and affecting the closure or lockdown of additional facilities.
- Were additional threats made? Did original incident expand into other areas of facility / park?
- There is talk of retaliation by either those present / not present, online, via social media, text, email, or phone.
- The potential that existed and continues to exist for further disorderly / unsportsmanlike behavior / further acts of violence.
- Patrons and citizens have voiced serious concerns on continuing with the program / activity / or event.
- Were weapons involved?
- Did a serious injury occur?
- Was there a Kentucky Revised Statue broken that consisted of a known criminal act?
- Was there a suspect identified or detained / arrested?
- Is an event organizer or league unable to control its teams, spectator / parent groups, coaches, or players?
- Is there a risk to officials or county personnel due to threats made, menacing, harassing, or physical attack that occurred?

Risk Reduction - Public Address Message

- It is vitally important that park staff is visible and interactive with both spectators, program / event staff, each other, and patrons.
- During special events and tournaments (where public address systems are installed, such as all gyms, tennis facility), staff will need to read the following statement every 45-60 minutes while the function is ongoing in order to help foster a positive sportsmanship environment at all facilities:
- Statement: "May I have your attention please. Patron safety during recreational games and functions on WCPRD property is of paramount importance. Please remember this is a recreational event and should be a positive and fun experience for all. Threatening, disorderly, assaulting, menacing, and unsportsmanlike conduct will not be tolerated at this facility. Anyone violating these facility rules is subject to immediate removal and penalties set forth for these violations. Please enjoy the event, and thank you for allowing everyone to have a fun experience!!"

LOW RISK - NORMAL OPERATIONS

- General hazard exists.
- EAP addresses action to take for hazard.
- Signs are in place.
- Staffing is adequate and visible throughout event.
- Management has gone over facility / program plan with staff prior to event.
- Previous experience with program or same type of program.
- Traffic control and entry / exit plans in place for vehicles and patrons.

MODERATE RISK - ENHANCED SAFETY MEASURES

- Heightened general hazard (may have had incident in past, know of groups that could become volatile, group is larger in nature with more participants).
- EAP addresses action to take for hazard.
- Staffing needs to be increased (assign specific locations to supervise).
- Manager or assistant should be onsite for entire event with staff.
- Staff should be visible / positioned in critical points (at least 2 staff at all positions throughout entire event).
- Extra signage may be needed.
- Expanded parking and traffic control may be needed.
- Safety fencing / barricade may be needed (included controlled entry and exit points).
- Law enforcement should be informed of event, may be needed to provide security or at minimum extra patrol.
- Staff should go over EAP plan prior to event.
- Security towers may be needed.
- Staff will need to have increased both internal and external venue presence (parking lot patrols, facility patrols and rotations).

HIGH RISK - MAY NEED TO CANCEL PROGRAM

- Potential hazards exceed WCPRD EAP Plans.
- Law Enforcement needed for entire event.
- Program / event has experienced major safety issues in the past (including patron incidents – weapons may be involved)
- Staffing is inadequate for the event.
- Management staff is inadequate for the event.
- Event organizers have not provided details on plan for event.
- Event organizers have not provided insurance for the event.
- If involving a youth sport league, league has experienced disruptive, threatening, unsafe, or disorderly behavior from coaches, parents, players, or officials (see additional side bar for further evaluation points).
- A known threat has been made toward the event or function.
- Bag searches, limited spectator or patron access may be needed.
- Additional security measures may be needed by outside company, including, but not limited to, security towers, paid security staff, more than three – four law enforcement officers needed.
- Cost for additional security measures exceeds what department has to budget for event.