



PROCEDURES MANUAL

AG REVIEW BY:	ORIGINATION DATE:	APPROVED BY: Julie Butler, Administrator <i>Original Signature on File</i>
REFERENCES:	DATE EFFECTIVE:	SUBJECT: Silver Alert
PROCESSED BY:	REVISION DATE:	S.O.P. NUMBER:

A. OVERVIEW:

The Nevada Silver Alert Plan establishes a formal means of exchanging information between allied law enforcement and public safety agencies, radio, television and cable broadcasters and state and private entities to facilitate the safe return of Missing Endangered Older Persons.

B. PURPOSE:

The Department of Public Safety is committed to work in cooperation with all law enforcement agencies and the Nevada Broadcaster’s Association to provide a coordinated and rapid response to instances of Missing Endangered Older Persons within the State of Nevada.

The Nevada Department of Public Safety (DPS) currently is the contact agency for missing adults for the Federal Bureau of Investigation’s National Crime Information Center. (SB 245 requires DPS to administer the State’s program).

C. POLICY:

- a. Pursuant to NRS 427A.868 Section 7, before a law enforcement agency may activate the Silver Alert System, the agency must determine whether the Silver Alert requirements have been met.
- b. NRS 427A.868 Section 9 states “The Department will maintain on its Internet website a form for use by a law enforcement agency to determine whether to activate the System and to notify the Department that the law enforcement agency is activating the System.

D. DEFINITIONS:

Elderly person means a person who is 60 years of age or older. (NRS 427A.122)

E. **STANDARD OPERATING PROCEDURE:**

1. Department of Public Safety responsibilities
 - a. Partner with NDOT , local law enforcement agencies, media outlets and other public/private organization to assist in the search for missing endangered older persons;
 - b. Develop a plan for carrying out the Silver Alert System which includes the components of the system;
 - c. Oversee the system;
 - d. Supervise and evaluate any training associated with the system;
 - e. Monitor, review, and evaluate activations of the system to determine whether such activations complied with the statutory criteria;
 - f. Conduct periodic tests of the system;
 - g. Adopt regulations for activating/de-activating the system;
 - h. Develop forms for local law enforcement agencies to activate/de-activate the system;
 - i. ***If a vehicle was involved in the disappearance of the missing endangered older person***, initiate a radio broadcast of the information about the missing endangered older person and re-broadcast every 4 hours until the time limit expires (48 hours), an extension is granted by the DPS Director/Designee, or the alert is canceled by the requesting law enforcement agency. Otherwise, there is no radio broadcast.
 - j. ***If a vehicle was involved in the disappearance of the missing endangered older person***, notify media outlets, NDOT, and other public/private organizations that the system has been activated if a vehicle is involved in the disappearance of the older person. Otherwise, the requesting agency is responsible for media and public/private agency notification, but no NDOT notification.
 - k. Director/Designee, General Services Division Administrator, may grant a time extension beyond the 48 hours if the local law enforcement agency that requested activation provides additional information which assist in locating the missing endangered older person.
2. Criteria
 - a. There are six (6) standards that must be met for a Nevada Silver Alert activations:
 - 1) Is the person 60 years of age or older and whose whereabouts are unknown: **AND**

- 2) Is diagnosed with a medical or mental condition that places the the older citizen in danger of serious physical harm or death; **OR**, who is missing under suspicious or unexplained circumstances that place the person in danger of serious physical harm or death.
- 3) Is the older citizen's domicile in Nevada: **AND**
- 4) An investigation by the local law enforcement department has taken place verifying that the disappearance is due to his/her impaired mental condition, and alternative reasons for the older person's disappearance have been ruled out: **AND**
- 5) The Silver Alert activation request has been made within 72 hours of the older citizen's disappearance: **AND**
- 6) There is sufficient information available to disseminate to the public that could assist in locating the older citizen.

3. Activation

- a. PSD will receive a completed Nevada Department of Public Safety Silver Alert Request form.
 - 1) Form will be faxed to the local DPS Communication Center by the requesting law enforcement agency
 - 2) Alert will be valid for a period of 48 hours
 - 3) The missing older citizen must be listed into N.C.I.C.
- b. PSD will create a Spillman incident using the Silver Alrt PS nature
 - 1) PSD will scan the Silver Alert Request form and attach it to the incident.
- c. PSD will notify the following partners and participants of the activation for voluntary dissemination of information within the advisory are:
 - 1) Nevada Department of Transportation (NDOT);
 - 2) Nevada Broadcasters Association, other established media;
 - 3) Other locally established Advisory Partners, Groups or Organizations;
 - 4) Other Nevada Department of Public Safety Communication Center, if the information indicates the possibility of the missing older citizen entering their geographical area;

- d. PSD will broadcast an Attempt To Locate for the missing older citizen. PSD will repeat this broadcast every four (4) hours.
 - e. PSD will contact the reporting agency after 12, 18, and 23 hours.
 - 1) An extension must be requested prior to or during the 23 hour reminder from the Communications Center.
 - 2) An extension, for an additional 48 hours, will be considered by the Director of the Department or his or her designee if the law enforcement agency is able to provide new facts or information that would result in locating the older citizen.
4. Deactivation
- a. PSD will cancel the Silver Alert when notified by the reporting agency OR after 48 hours.
 - b. PSD will broadcast information regarding the Silver Alert cancellation.
 - c. PSD will update the Spillman Silver Alrt PS incident with all pertinent information regarding the cancellation.
 - d. PSD cancel the Silver Alert with the partners and participants of the activation.
 - e. PSD will scan all related documents and attached to the incident. PSD will send the Communication Center Manager an email with the long term CAD number.

APPENDIX A

Partners and Participants

Nevada media partners

Las Vegas television stations

KCLV, CH2 City of Las Vegas
KLAS, CH8 CBS
KLVX, CH10 PBS
KTNV, CH13 ABC
KVBC, CH3 NBC
KVWB, CH33 WB
KVVU, CH5 FOX

Reno television stations

KNPB, CH5 PBS
KOLO, CH8 ABC
KARNV, CH4 NBC
KTVN, CH2 CBS

Las Vegas newspapers

Las Vegas Review Journal
Las Vegas Sun

Reno newspapers

Reno Gazette Journal
Nevada Appeal

Nevada Department of Transportation

Alert ID

Other locally established Advisory Partners, Groups or Organizations