



Standard Operating Procedures for Safety

4.2.23 UPDATES:

- Updated Gender Identity
- NEW Bag Inspection
- Updated Disruptive Behavior
- Updated Use of Force Continuum
- Updated Active Threat

The following standard operating procedures have not yet been re-written to accommodate a permanent police presence at Soma. This police presence started in July 2022. The following standard operating procedures should flex to accommodate the benefit of the presence of an off-duty officer for safety and security, while upholding the standard required of Soma's internal safety team.

MEDICAL EMERGENCY

- Immediately call 911 (if necessary, with information below).
- Be in communications with a pastor or get a senior leader involved immediately.
- Perform Aid within your scope of training if possible.
- Designate an individual to guide Emergency Responders on site to the scene.
- Look for ID bracelets, necklace, cards, or other identifying measures for medical conditions.
- CHOKING: Infant, child and adult DE-CHOKER devices are stocked in each kid's classroom as well as the KITHCEN of main building.

Information needed for 911

- Location (3700 Old Bullard Rd, Tyler, Tx 75701)
- Building Name (Soma Church)
- Exact room or area in building or campus where located
- Type of injury or medical emergency?
- Description of the injury/situation or condition.
- What happened?
- Who's involved?
- Is there an immediate threat in the area (is the injury as result of an active threat)?

REMEMBER: Even simple tasks can be extremely difficult under duress.

BOMB THREAT

Emergency Actions-when received by phone/mail:

- **If the threat of the explosion is imminent, evacuate immediately!**
- Be in communications with a pastor or get senior leader involved immediately.
- Stay as calm as possible. Listen - Try not to interrupt. Focus.
- Gather as much information as possible for the authorities. Write this down, as you may not remember, and majority of people do not know how to work through the call.
- Designate a 911 caller if possible or if done by you make sure the threat caller is not aware (call, or a text can be sent to 911).

- If any threats are received verbally or in written form with no LIVE sender, contact the authorities immediately.
 - Do not play around with this or shrug it off!

KIDNAPPING/HOSTAGE SITUATION:

- **Immediately call 911** – give as much information as possible (even insignificant details can make a big difference).
- Be in communications with a pastor or get a senior leader involved immediately.
- If kidnapping happens in real time, document as much as you can about person/persons, vehicle description, direction of travel, key words spoken.
- Threat by phone - Keep caller on the line and gather as much information as possible.
 - Remain calm and listen to key information, write everything down.
- Threat by note - minimize handling of the note until authorities arrive and give as much information as possible.

GENDER IDENTITY:

We want to be an inviting and welcoming atmosphere for people of all backgrounds, lifestyles and walks of life who are pursuing biblical community and an intention and desire to live according to the truth of scripture.

The SomaWatch team adheres to the religious beliefs stated in the Bylaws of the Church as follows:

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological sex is a rejection of the image of God within that person.

SomaChurch is a private property and is not considered a public accommodation. Per the State of Texas, restrooms located on private property are allowed to be stated distinctly as MEN and WOMEN, where the use of such facilities is determined based on an individual's biological gender at birth.

The SomaWatch team should remain aware of any guests to the church that are struggling with gender identity issues and be vigilant of any misuses of our restroom facilities.

Soma reserves the right to not allow entrance into any restroom that is in conflict with an individual's biological gender at birth. This may require active engagement with empty-handed control, should there be no response to verbal

instruction. Should empty-handed control be required – the Watch Team member should notify on comms for backup at the location. At this point, follow the action steps listed below for **DISRUPTIVE BEHAVIOR**.

Should misuse occur that was *NOT prevented*, but rather reported, a Pastor or Watch Team member may engage in a conversation that reminds any guests or attendees of the stated purpose and intent of separate MEN and WOMEN restrooms. It should be requested that this behavior not be repeated, due to the facts stated above. If escalation of said behavior occurs, a request to exit the building (while employing verbal de-escalation) should be employed.

REGISTERED SEX OFFENDER:

The Church reserves the right to require any registered sex offenders to not return. Part of the standard procedures of SomaWatch leadership is to **MONTHLY** check the RSO listings/maps for registered persons within a 1-2 mile radius of the campus. These reports will be provided to Watch leaders and team members to remain vigilant.

BAG INSPECTION UPON ENTERING THE PREMISE:

Every Watch Team member – on duty or off, reserves the right to request inspection of any *backpack, bag, coat* or other means of *concealment* when the suspicion of a threat is present.

Ex: Unfamiliar face enters premise with backpack – “Hey man, we’re so glad you’re here... for your safety and ours.... Do you mind if I just take look in your bag really quick?” We use ‘aggressive hospitality’ – welcoming and warm, but vigilant.

Should resistance or disruption arise – see below for **DISRUPTIVE BEHAVIOR**, **ACTIVE THREAT** and **USE OF FORCE CONTINUUM**.

INCLEMENT WEATHER PLAN:

Emergency Actions-Developing Weather (tornado/severe storm, outages, hurricanes, etc.)

- Be in communications with a pastor or get a senior leader involved immediately.
- Immediately turn on emergency weather radio to designated channel. (phones do not give real time alert, there is a delay)

Watch- means conditions are developing

Warning- Inclement weather threat sighted in the area.

Tornados generally move from southwest to northeast or west to east.

- If a tornado **warning** has been given for the area during an event on campus, immediately go to the **designated shelter area** and notify others on campus.

Chapel building the safest shelter area is in the girl/boy bathroom in the hallway.

Main building the safest place to be is the main sanctuary.

****Shelter location for MAIN SANCTUARY is GREEN ROOM and STAGE STORAGE ROOM.**

We can't make people stay but we should keep people updated to the current weather developments.

- Each person on the security team should have a **charged flashlight** in the event of the loss of power. Also keep a portable weather radio with fresh batteries in each building. (Radio's should be checked weekly during inclement seasons).
- Remain in the **shelter areas** until all clear has been given by authorities or radio alert.
- As soon as it's safe, check with families and make sure everyone is accounted for and safe.
- If necessary, contact emergency first responders and upon arrival help in anyway needed.

FIRE EMERGENCY:

- Be in communications with a pastor or get a senior leader involved immediately.
- If small and controlled fire - use closest fire extinguisher (team member needs to be trained on proper technique)
 - **Team must be trained in locations of all fire extinguishers on campus.**
 - 3 in Chapel.
 - 4 in Main Building.
- If spreading/uncontrollable fire - pull closest fire alarm and immediately evacuate the building to nearest exit (alarm should be monitored)
 - **Team must be trained in locations of all fire alarms on campus.**

- If possible, close doors to the immediate area to help isolate fire and smoke (do not put yourself in a greater danger).
- Move and **evacuate to designated area** and do your best to check to make sure everyone is out of the building.
- Direct arriving first responders on arrival.

GAS:

- Be in communications with a pastor or senior leader involved immediately.
- Evacuate immediately to safe evacuation area up wind away from the leak.
- Try to find out if everyone is out of the building.
- Contact 911 and give them the location of the leak and suspected area and help direct the first responders to the suspected area.
- Do not re-enter the building until the responders have given the all clear.

DISRUPTIVE BEHAVIOR:

We want to be an inviting and welcoming atmosphere for people of all backgrounds, lifestyles and walks of life who are pursuing biblical community and an intention and desire to live according to the truth of scripture.

It is also the responsibility of Soma to maintain the safety of its members and attendees.

Should someone arrive to Soma with the intention of disruption – whether through behavior outside of the service or even behavior in the service (inside the auditorium), there are specific things to be aware of as a member of the SomaWatch Team.

Remember, just because you are not scheduled for active duty at a given service, you have a higher level of awareness and training than other attendees and your vigilance and call-to-action as part of the SomaWatch team is imperative. Please remain *vigilant inside of the auditorium* in the event that any disruptive (or medical/safety related) incident arises.

Seating according to the SAFETY SEATING CHART is imperative. Spread out – keep eyes on the prize. We need to employ Aggressive Hospitality, especially in an instance of uncertainty.

The following outline protocols for managing disruptions **INSIDE** of the service (in the auditorium).

- If disruptive behavior arises that is clearly of malicious intent, Pastor Tony, from the pulpit will invite the person in question to cease and participate in the service.
- At that time – *any Watch Team member inside of the Auditorium* (closer to incident) is responsible to respond to the outburst. If you're not doing something – FIND WORK!
- First politely gain attention of disruptor and seek to tactfully move this person(s) outside of the Auditorium. **Ex: “Hey, I need you to come with me, let's go talk about this outside...”**
 - This should be done with 2 Watch Team members - one as point of contact for disrupter and the other member as crowd control (gently moving innocents away from the problem area) and additional support should any forced removal be required. **(wrist/shoulder/lift technique).**
 - We want to get person(s) away from kids and innocents as quickly as possible.
- If there is no response to polite requests to tactfully remove person, and/or if outbursts continue – the Watch Team has the authority to use force to remove the disruptor(s).
 - **This may be in a seated or standing scenario. Be sure to ensure safety of innocents nearby and be sure to clear a swift path to EXIT.**
 - Soma is private property, and any sort of disruption allows for us to legally remove (with or without force) any disruptor of the peace.
 - Should there be
- Remove the person(s) from the Auditorium via the closest exit door. Other Watch Team members should be ready to help clear/steer a path to the exit. This person must also be ready to call 911 to request police assistance for disruptor.
 - Soma has the authority and right to have police issue a criminal trespass to warn them off our premise for all future instances.
- Take this person(s) OUTSIDE of the building – if they're able to reasonably calm down via verbal de-escalation and get into their car/leave – Allow this. GET LICENSE PLATE FOR POLICE. We don't want to be liable for unlawful detainment.
 - Once they're in their car – return to inside of lobby with locked door in the event of further escalation.
- If they become violent or combative, we have the right to use force and hold them until police arrive.
 - If combative and violent – use of zip tie cuffs will be required.

- At this point – **several on and off duty watch team members need to be involved.** Don't operate solo in this.

Should the person's behavior not change or escalate, please refer to the **Active Threat** measures and **Use of Force Continuum** found below. **NOTE:** If a potential threat becomes an active threat, proceed with force. Whether the threat has a weapon or not will determine the level of force.

All on/off duty Watch Team members

ACTIVE THREAT:

Our goal is to create a safe environment for Soma. We want members and guests to feel safe and that we are an approachable group. ("Servants Heart and Faith Driven").

Be aware of your surroundings. If a person is a potential threat (whether you are concerned or someone else expresses a concern to you), approach the person with caution, be calm, controlled, and with another person on the team if possible.

If a potential threat becomes an active threat, proceed with force. Whether the threat has a weapon or not will determine the level of force.

No weapon: Attempt to calmly defuse the situation, use of empty handed control may be required, escort/remove the person to a safe location, and if needed call 911.

If there is a weapon: It should be dealt with swiftly and with equal force.

Look to the use of force continuum below and the Emergency Actions for specific instruction.

Use of Force Continuum

The National Institute of Justice (2009) explained that law enforcement agencies have policies and expectations that guide their use of force in resolving violent situations.

An example is as follows:

- **Presence** – Officer/Security presence deters violence, and no force used.
- **Verbal De-escalation** – Officer/security makes a statements such as "Can I help you or are you looking for someone?" if they do not verbally respond and continue you may increase volume and issue commands such as "Stop."

- **Empty-Handed Control** – The officer/security may restrain the individual through grabs, punches, and kicks.
- **Less-Lethal Methods** – The officer/security may immobilize an individual with a baton, chemical (such as pepper spray), or Conducted Energy Device (such as a stun gun).
- **Lethal Force** – An officer/security may use deadly force (such as using a firearm) to stop an individual. (National Institute of Justice, 2009).

Soma does not typically employ on/off-duty law enforcement officers, PPP or other plain clothes security, though the church reserves the right to employ such personnel.

As a volunteer led and staffed Watch team, SomaWatch will follow the same use of force continuum as outlined previously. The goal is always de-escalation and use of force is reserved for extreme or severe instances where verbal de-escalation cannot be achieved.

A concealed firearm may be drawn upon an imminent threat when non-lethal actions are insufficient, including, but not limited to: an active threat is brandishing or has produced a weapon, an active threat is actively using a firearm or an active threat is carrying/using another form of lethal weapon (explosives, knives, blades, etc.) When drawing, the firearm should be kept in a low ready position unless actively engaging a threat.

We recognize a policy cannot be written to cover every individual situation and a situation can be a fluid dynamic. Our spirit as a ministry is to reach others with the love of Christ. As security our goal is to welcome individuals but also ensure the safety of those attending Soma Church. In that manner our goal is to peacefully resolve all situations and bring healing to the heart and mind of an individual whenever possible. If there is suspicion of an individual's actions it is ideal for soma watch members not to approach or engage that individual solo without a secondary member to assist. Call for backup via the radio system to alert other members with your location and a brief description of the individual.

The firing of a concealed firearm at an active threat is the 100% last case scenario of last resort to ensure safety.

When possible, always engage with a potential threat in tandem with another member of the Watch team.

Emergency Actions for Active Threat

Exterior Threat –

1. Secure doors – locked with key wrench mechanism.
2. Notify other Watch Team Members and Kids Team on COMMS & call 911.
3. Barricade if necessary.
4. Move to interior of building if possible.

5. Do not let people inside of building (safety) leave.
6. Crowd control → Women/Children to furthest, most secure rooms – Inclement Weather rooms would apply.
7. Equip yourselves to fight.

Interior Threat –

1. If threat is immediately on you, remain as calm and controlled as possible.
2. Engage other Watch Team members and Kids Team on COMMS
3. Contact 911.
4. Retreat to locked and barricaded door if possible. All classroom doors LOCK. Auditorium doors do not. ((WORKING TO ADD LOCKS TO DOORS))
5. Crowd control → Women/Children to furthest, most secure rooms – Inclement Weather rooms would apply.
6. Equip to fight and utilize strength in numbers if possible.
7. Immediately stand down when authorities arrive.

Definitions Related to Active Threat

Active Killer-

A subject who uses a firearm and possibly explosives to kill as many people as they can in a building or populated area. These killers are unpredictable and generally have no pattern to their selection of victims (United States Department of Homeland Security).

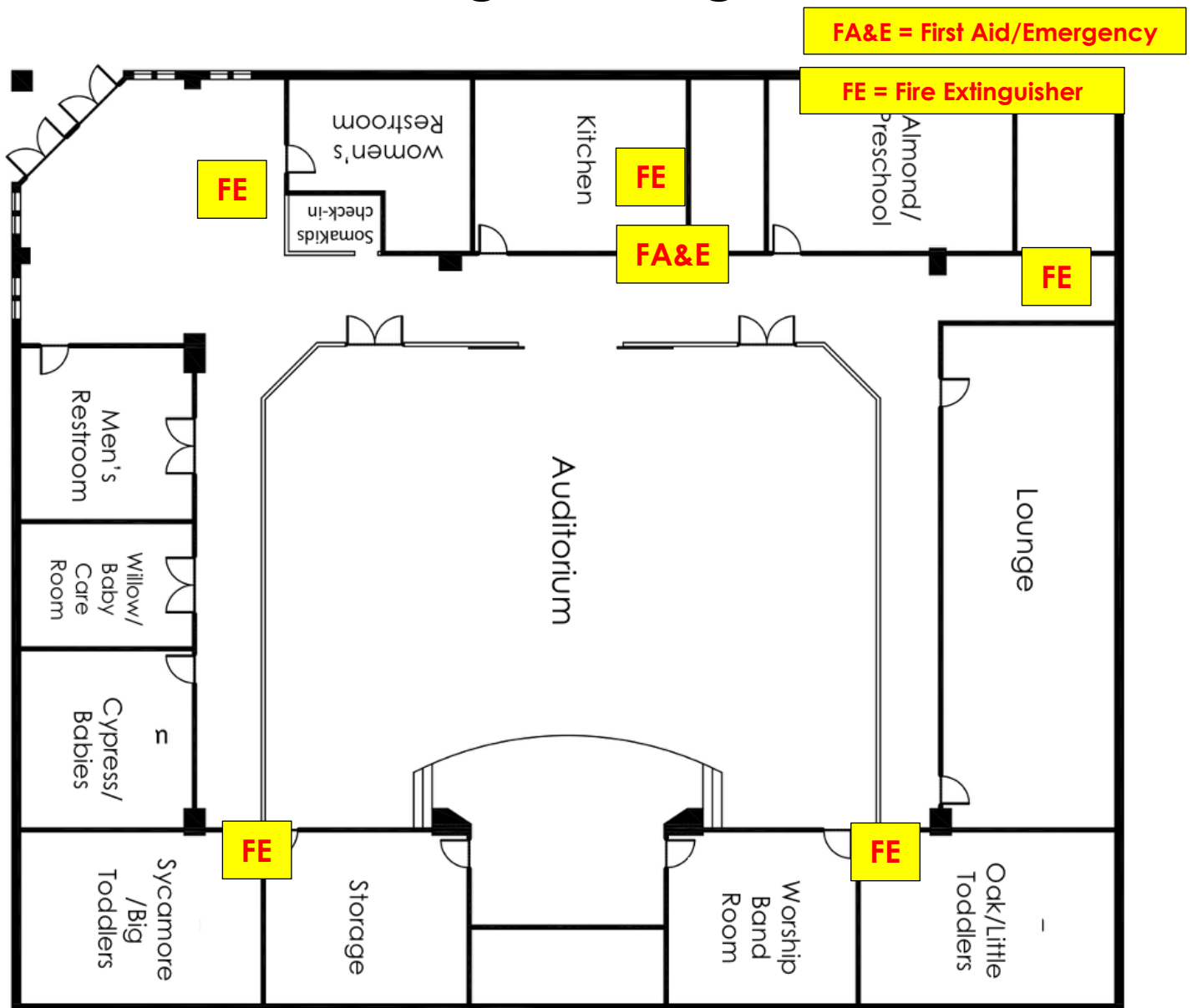
Cover-

A term used to describe anything that will stop bullets. Examples of cover include a cinder block wall or many layers of metal and wood.

Concealment-

A term used to describe anything that will hide a person from view. Examples of cover include large plants, interior walls (sheetrock does not stop bullets), and office furniture.

Big Building



Child/Infant Dechokers are located in each classroom in the main building.

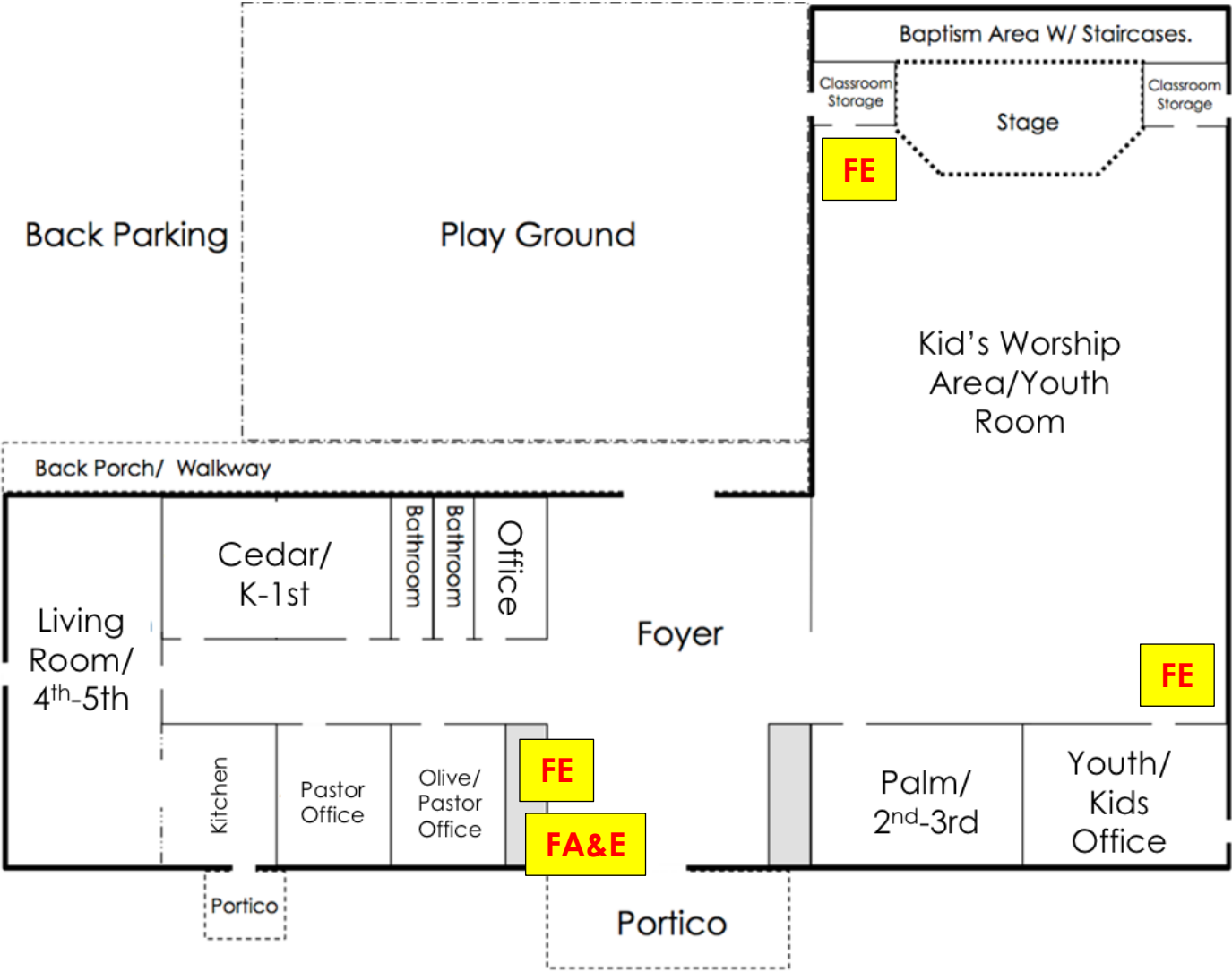
An extra set of adult/child & infant is located in the FIRST AID closet of the Kitchen.

Kid's Allergy Medicine is located in the same closet in the Kitchen.

Chapel/Offices

FA&E = First Aid/Emergency

FE = Fire Extinguisher



Exits/Evacuations



Fire/Gas
Evacuation
Locations

Path to
Evacuations

From Chapel:

Backyard double doors,
through fence, to safety.
Contingency = through
side Chapel exits & out
through either backyard
fence or concrete alley.

From Big Bldg:

Kitchen Emergency Exit,
Front Doors or Back
Emergency Exit out to
safety.

*In Fire/Gas Threat,
these Evacuation
Locations are safer
than a full parking lot
of cars.*

E = possible exits to
exterior

GOAL:

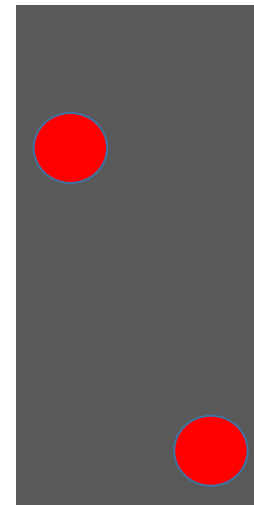
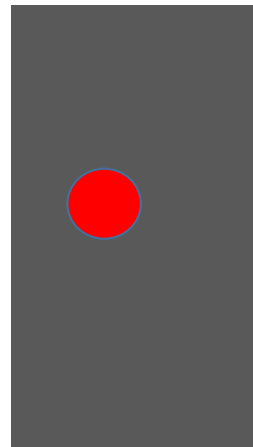
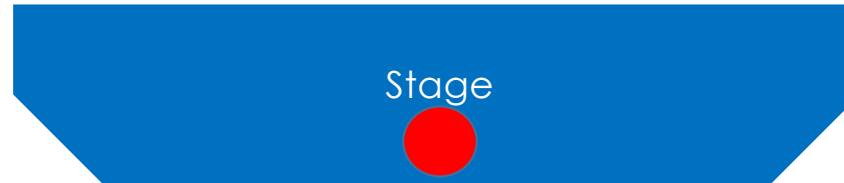
To have wide-spread COVERAGE by Senior Leaders and SomaWatch Team Members (off-duty) to provide additional protection (in the event of) public outbursts, active threat or other adverse scenarios.

Achieving this layout during WORSHIP may be difficult, but once SK are dismissed, leaders SHOULD move accordingly during the break.

AUDITORIUM

 = Leader Coverage EACH service.

Elders = 3 available
Stewards = 4 available
Watch = 10+ available



NOTE: If there is any 'suspicious' parties in-service... leaders should actively surround (casually) and sit close by during service in order to be quick to 'respond.'



SomaWatch PRIMARY presence in LOBBY >>>