



## **City of Reno** **Security Manager's Office**

**TO:** All

**FROM:** Chris Harper, Security Manager

**SUBJECT:** **Security Measures for City Council Meetings**

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For the safety and security of everyone working at or visiting our sites, all visitors to City of Reno facilities are expected to follow the appropriate policies and procedures. All visitors who wish to attend any public meetings, including, but not limited to City Council/Redevelopment Agency Board meetings, Planning Commission Meetings, etc. being held inside the Council Chamber of City Hall, must successfully pass through security screening process. This process includes walking through a metal detector and having all bags, backpacks, and purses hand searched for prohibited items.

To avoid delays, we encourage visitors to arrive early. This security screening process is best practice in many public venues where large crowds gather, such as sporting and entertainment events.

### **Metal Detectors**

Metal detectors are safe for all individuals, including pregnant women, children, and people with pacemakers. They operate at a very low frequency of magnetic pulses, which are lower than levels in a cell phone or garage door opener. There is no exposure to radiation. If an alarm sounds when a person walks through the metal detector, they will be subject to further screening. This may include the use of a hand-held wand or a visual inspection by a screening officer. People can decline screening, but refusal will result in denied entry.

- Visitors do not have to remove shoes, belts, or jackets to pass through the metal detector. They will be asked to empty pockets into available containers prior to passing through.
- Visitors in wheelchairs or strollers will undergo screening with a hand-held wand.
- Visitors should advise security staff if they have a medical implant that may set off the metal detector. If the alarm sounds, those visitors will require additional screening with a handheld wand.

### **Special Circumstances**

**Medical Needs:** People with medical conditions may enter with medical instruments/equipment required for their safety.

**Mobility Assistive Devices:** People who use a mobility device (i.e., wheelchair, crutches, cane) will be screened using visual and hand-held wand techniques. Those who are able to pass through a metal detector without their mobility device, or whose device will not impact the screening, will be offered the choice of screening technique.

Prosthetics, Casts, Splints, and Metal Implants: Visitors should advise security staff if they have any of these items. Individuals shall pass through the metal detector, and if required screened using visual and hand-held wand techniques to identify detected metal objects.

Religious and Ceremonial Items: A religious or ceremonial item including kirpans containing sheaths may not exceed a maximum length of 7.5 inches (maximum length of blade may only be 4 inches), may be brought in to Council by initiated Sikhs. A kirpan, or any other religious or ceremonial items must be identified by the individual possessing them. A kirpan must be concealed and it must remain sheathed while in Council Chambers.

Service Animals: Service animals are allowed in Chambers. Individuals with service animals must walk through the metal detector with the animal. If the alarm sounds, security staff will be screened using visual and handheld wand techniques.

### **Prohibited Items**

Please note there are no storage facilities for any personal items at City Hall, and security may not hold any personal property for visitors.

Visitors to Council Chamber found in possession of any prohibited items will be denied access until the items are properly removed from City Hall.

The following items are prohibited inside Council Chamber (this list is not all-inclusive):

#### Firearms and Ammunition

- Ammunition
- BB guns
- Compressed air guns
- Firearms
- Flare guns
- Gun lighters
- Gun/firearm parts
- Replicas of guns or firearms
- Spear guns
- Stun guns/devices used to emit a shock

#### All Explosives

#### Flammable Substances

- Aerosol sprays
- Fuels, including cooking fuels and flammable liquid fuel
- Gasoline
- Gas torches, including micro-torches and torch lighters

#### Blades, Edged or Sharp Objects, and Striking Devices

- Axes and hatchets
- Brass knuckles

- Bows and arrows
- Crowbars
- Ice picks
- Knives, machetes, sabers, scissors, or other devices with blade over three inches
- Night sticks/billy clubs
- Throwing stars

#### Disabling Chemicals and Other Dangerous Items

- Compressed gas cylinders, including fire extinguishers
- Mace
- Pepper spray
- Spillable batteries, except those in wheelchairs
- Spray paint
- Tear gas
- Noxious and poisonous substances

#### Miscellaneous Items

- Food and beverages
- Illegal drugs or substances
- Noisemakers

#### Frequently Asked Questions

Q. Can I eat and drink inside Council Chambers?

A. Members of the public cannot take food into the Chambers, nor can they take sealed or unsealed containers of liquid. Water is provided in the lobby of the City Hall.

Q. Why does the City have security measures for screening persons attending City meetings?

A. The City regularly reviews safety and security of City sites with a focus on preventing incidents by identifying opportunities and risks. The safety and security of all visitors, employees, and members of Council at City of Reno buildings and facilities is a top priority. We believe these limited measures poses minimal impact for citizens and provides all an additional level of safety and security while attending or participating in City meetings.

Q. Do I have to take off my shoes, belt, or jacket?

A. No - you don't need to remove your jacket, belt, or shoes. As a general practice, visitors will be asked to empty their pockets prior to passing through the metal detector.

Q. How long will it take to get through the screen process before each meeting?

A. Screening should take approximately 10-15 seconds per visitor; however, the number of visitors to Council often varies, depending on Council's agenda. We encourage visitors to arrive early, and refrain from taking with them any bags that have to then be searched.

Q. Is the City restricting bags?

A. The City allows bags, backpacks, and purses into Council Chamber, but all are subject to screening by Security.

Q. Can I still bring a stroller or wheelchair through the metal detector?

A. People with strollers or wheelchairs will be screened using hand-held wands.

Q. What if I don't want to pass through the metal detector?

A. If you do not want to go through the walk-through metal detector, you will be directed to a security officer to undergo screening with a hand-held wand.

Q. Are metal detectors safe?

A. Metal detectors are safe for all individuals, including pregnant women, children, and people with pacemakers. They operate at a very low frequency of magnetic pulses, which are lower than levels in a cell phone or garage door opener. There is no exposure to radiation. If you have a concern, speak with a security officer.

Q. Will it impact my pacemaker?

A. Persons with pacemakers are required to notify our security staff prior to entering the screening process. All security metal detectors are manufactured in compliance with international technical and medical standards.

Q. I have a medical implant that sets off metal detectors. What is going to happen to me at the screening station?

A. Please advise our security staff of your situation. Our detector is set at levels that meet industry standards and, in some cases, certain conditions can be accounted for and eliminated as alarm triggers. If the alarm activates when a person enters the metal detector, they will undergo a secondary screening with a hand-held wand.

Q. Do children have to go through the metal detector?

A. Parents may carry infants and toddlers through the walk-through metal detector. A child who is able to walk can walk through on their own. If the alarm activates, the child will need to undergo secondary screening with a hand-held wand.