

<b>DOUGLAS COUNTY SHERIFF'S OFFICE</b>		<b>Policy and Procedure</b>
<b>Specific Policies</b>		<b>P&amp;P-B-132</b>
<b>Special-Purpose Vehicles</b>		
Effective Date: 12-29-16 Supersedes: 07-07-15	Approval: Sheriff	Number of Pages: 5
References: P&P-S-106, P&P-S-103, P&P-D-101, PAT-N-200, PAT-N-229, PAT-S-109, PAT-N-252	Reevaluation Date: Annually	Standards: CALEA 41.1.3

**I. PURPOSE:** To establish a guideline for the use and care of special-purpose vehicles.

**II. DEFINITION:**

**SPECIAL PURPOSE VEHICLE:** A vehicle that requires special training or authorization for deployment. The vehicle can be used due to considerations of weather, terrain, the need to be inconspicuous in appearance, quietness, storage requirements, and special operational needs. Vehicles currently identified as Special Purpose Vehicles are:

- J Mobile Command Post / Regional Command Vehicle
- J Bomb Truck and Bomb Disposal Trailer (see P&P-S-106)
- J Traffic Motorcycles (see P&P-S-103)
- J SWAT Vehicles (see P&P-S-101)
- J All Terrain Vehicles (see PAT-N-200 and PAT-N-252)
- J Clandestine Meth Lab Truck
- J Hazardous Material Truck (see PAT-N-229)
- J Incident Dispatch Vehicle
- J Bicycle Patrol Units (see PAT-S-109)

**III. SPECIAL USE VEHICLES**

- A. Mobile Command Post/Regional Command Vehicle
1. Authorization, Conditions, and Use - The purpose of the MCP is to expand mobile communication capabilities and provide a secure environment for controlling authorities during tactical operations, natural and man-made disasters, special events and other instances as need dictates. Authorization for use must be approved by the Command Staff. Limitations of Usage: The MCP is to be used during tactical operations, natural and man-made disasters, special events and other instances as need dictates. <41.1.3a>
  2. Training/Personnel - A Patrol Supervisor will be designated as MCP Coordinator and will be responsible for all training of personnel assigned to operate and utilize equipment on the vehicle. Drivers must possess and maintain a Class B CDL license. They must also stay proficient in their driving skills and be familiar with all state requirements. <41.1.3b>
  3. Maintenance - The MCP Coordinator in conjunction with the Fleet Manager is responsible for keeping the vehicle maintained and cleaned. The MCP Coordinator works with the Fleet Manager to obtain all parts and scheduling of service. The vehicle will receive annual maintenance service at the county

designated facility. Some electrical and operational needs can be addressed by Fleet maintenance. <41.1.3c>

4. Equipment - The current list of equipment assigned to the vehicle can be obtained through the MCP Coordinator. <41.1.3d>
- B. The Regional Command Vehicle is currently stored at the Parker Police Department and is available for use by the Douglas County Sheriff's Office, and the Lone Tree, Castle Rock and Parker Police Departments. The Fleet Manager at the Parker Police Department is responsible for the maintenance of the Regional Command Vehicle.
1. Authorization, Conditions and Use – The purpose of the RCV is to expand mobile communication capabilities and provide a secure environment for controlling authorities during tactical operations, natural and man-made disasters, special events and other instances as need dictates
  2. Training/Personnel - Each agency has been given an operational overview of the vehicle. The vehicle must be kept clean and fueled while in use.
  3. Maintenance - The Parker Police Department Fleet Manager is responsible for keeping the vehicle maintained and cleaned. The Parker Police Department Fleet Manager will order all parts and scheduling of service. Scheduled maintenance and repairs will be made through standard Fleet Maintenance procedures.
  4. Equipment - There is minimal equipment kept in the vehicle, to include basic office and cleaning supplies. Each agency is required to furnish their own cell phones and MDTs/MDCs for their use.
- C. Bomb Truck and Bomb Disposal Trailer
1. Authorization, Conditions and Use – The purpose of the Bomb Truck is to provide the Sheriff's Office with the necessary resources to contain and dispose of explosive/incendiary devices and other hazardous materials. The Bomb Team Commander, Team Leader and Primary On-Call member are authorized to determine the response of the bomb truck and equipment. <41.1.3a>
  2. Training/Personnel – Only properly trained and authorized members of the Bomb Team will be allowed to operate the vehicle and equipment. <41.1.3a>  
All members will possess and maintain a valid Colorado driver's license. Team members will maintain all equipment certifications associated with the bomb equipment. <41.1.3b>
  3. Maintenance – All members of the Bomb Team are responsible for keeping the vehicles and equipment maintained and operational. Repairs are made through standard Fleet Maintenance procedures. The Bomb Team Commander is responsible for maintaining records that reflect the team's equipment inventory list. <41.1.3c>
  4. Equipment - The current list of equipment assigned to the vehicle can be obtained through the Bomb Team Commander. <41.1.3d>
- D. Traffic Motorcycles

1. Authorization, Conditions and Use - The purpose of the Motorcycle Unit is to provide the Sheriffs Office with a tool for traffic enforcement and special detail assignments. Due to its size and maneuverability they have the ability to patrol areas otherwise inaccessible by patrol cars. Only certified members of the traffic team who are assigned motorcycles are authorized to operate them. Limitations of Usage: If weather permits, the deputy has the option to ride throughout the year. Motorcycle operations can be performed during daylight and darkness/ Motorcycle operations after dark, during seasons of adverse weather, special events, etc., will be allowed as conditions permit and upon approval by the Traffic Sergeant. <41.1.3a>
2. Training/ Personnel – All members of the Motorcycle Unit must have a valid Colorado license with the proper endorsement to operate the motorcycle. All members of the unit will attend Basic Motorcycle Training and subsequent monthly trainings as available. Members are also required to complete a recertification process on an annual basis. <41.1.3b>
3. Maintenance – All members of the Motorcycle Unit are responsible for keeping their equipment maintained and operational. A daily pre-ride inspection will be done by each rider before going into service. All preventive maintenance and repairs are completed at an authorized dealership. <41.1.3c>
4. Equipment – Due to limited capacity it is left to the individual operator to decide what equipment is necessary. All standard equipment is made available to them by Fleet Maintenance. <41.1.3d>

E. SWAT Vehicles

1. Authorization, Conditions and Use – The purpose of SWAT vehicles is to provide rapid deployment of personnel and equipment during high-risk tactical operations. The SWAT vehicles will only be used by team members during authorized SWAT operations and at the discretion of the SWAT Tactical Commander (Lt.) or his designee. <41.1.3a>
2. Training/ Personnel - Authorized SWAT personnel must possess a valid Colorado Drivers License to operate the SWAT vehicles. <41.1.3a> There is no other specific training required to operate the SWAT vehicles above standard driving training received to operate a patrol vehicle. <41.1.3b>
3. Maintenance – A specific SWAT team member will be designated by the Team Commander to be primarily responsible for keeping the vehicles and equipment maintained and operational. All members will be tasked with topping off fuel and general cleanup after use. Repairs are made through standard Fleet Maintenance procedures. The SWAT Tactical Commander (Lt.) is responsible for maintaining records that reflect the teams' equipment inventory list. <41.1.3c>
4. Equipment – The current list of equipment assigned to the vehicle can be obtained through the SWAT Team Commander. <41.1.3d>

E. All-Terrain Vehicles

1. Authorization, Conditions and Use – The purpose of the ATVs and Polaris Razor is to increase proficiency in providing law enforcement and Search and

Rescue services to the remote areas of District 8 (Pike National Forrest).  
<41.1.3a>

2. Training/ Personnel – Only authorized personnel who have received training in the operation of the All-Terrain Vehicles are permitted to use them. <41.1.3a>  
<41.1.3b>
3. Maintenance – The deputy assigned the ATV will be responsible for keeping the equipment maintained and operational. A daily pre-ride inspection will be completed before use of the ATV. All scheduled maintenance and repair will be completed through standard Fleet Maintenance procedures. <41.1.3c>
4. Equipment – Required <41.1.3d>
  - Approved goggles or glasses with shatterproof lens
  - Department issued soft ballistic vest, plate carrier or approved OHV/ATV riders vest
  - Approved helmet shall be worn when vehicle is used on any rough terrain. Helmets are optional in controlled environments with maintained surfaces such as the fairgrounds.

F. Clandestine Meth Lab Truck

1. Authorization, Conditions and Use – The purpose of this vehicle is to provide Impact Unit/Special Investigations Section (SIS) or Investigations officers responding to a known Methamphetamine Lab the equipment and resources necessary to collect evidence and process a scene. Limitations of Usage: The Meth Lab Truck will only be utilized by the Impact Unit or investigators to collect evidence and process a scene of a known Meth Lab with the approval of a supervisor. <41.1.3a>
2. Training/ Personnel – Only Impact Unit/SIS detectives that have received certified training in the operation of the vehicle are permitted to use it. <41.1.3a>  
<41.1.3b>
3. Maintenance - The members of Impact Unit/SIS will be responsible for keeping the equipment maintained and operational. Scheduled maintenance and repairs will be made through standard Fleet Maintenance procedures. <41.1.3c>
4. Equipment- The current list of equipment assigned to the vehicle can be obtained through the Impact Unit/SIS Supervisor. <41.1.3d>

G. Hazardous Material Truck

1. Authorization, Conditions and Use – The purpose of the Hazardous Material Truck is to provide the Sheriffs Office with the necessary resources to contain and process incidents involving hazardous material. The Haz Mat Truck will only be utilized to contain and process incidents involving hazardous materials. <41.1.3a>
2. Training/ Personnel – Only properly trained and certified members of the Haz Mat team are authorized to operate the vehicle and equipment. <41.1.3a> <41.1.3b>
3. Maintenance – Members of the Haz Mat team will be responsible for keeping the vehicle and its equipment clean and operational. Scheduled maintenance and repairs will be completed through standard Fleet Maintenance procedures. <41.1.3c>
4. Equipment - The current list of equipment assigned to the vehicle can be obtained through the Haz Mat Team Leader. <41.1.3d>

#### H. Incident Dispatch Vehicle

1. Authorization, Conditions and Use – The purpose of the Incident Dispatch Vehicle is to provide field communications during tactical operations, natural and man-made disasters, special events and other instances as need dictates and will only be utilized in these instances or for training purposes. <41.1.3a>
2. Training/ Personnel – The Communications Coordinator is designated as IDT Coordinator and will be responsible for all training of personnel assigned to operate and utilize equipment on the vehicle. Only properly trained and authorized members of the Incident Dispatch Team will be allowed to operate the vehicle and equipment. All members will possess and maintain a valid Colorado driver’s license. <41.1.3a> <41.1.3b>
3. All members of the Incident Dispatch Team are responsible for keeping the vehicles and equipment maintained and operational. Repairs are made through standard Fleet Maintenance procedures. The IDT Coordinator is responsible for maintaining records that reflect the vehicle equipment inventory list. <41.1.3c>
4. Equipment - The current list of equipment assigned to the vehicle can be obtained through the IDT Coordinator. <41.1.3d>

#### I. Bicycle Unit

1. Authorization, Condition and Use – The purpose of the Bicycle Patrol Unit is to provide to the Sheriff’s Office with the necessary resource to provide an enhanced service to the citizens of Douglas County. The bicycle provides an access to officers prohibited by motorized patrol. Bicycle Patrol Unit Deputies may be dispatched to or may initiate response to all calls for service in which their response time is comparable to or better than that of a motorized patrol vehicle. Bicycle Patrol Unit Deputies may initiate traffic stops, giving particular attention to motorist and officer safety. <41.1.3a>
2. Training/Qualifications – Each bicycle patrol deputy shall attend an initial course of instruction. International Police Mountain Bike Association (IPMBA) approved Police Cyclist Training Curriculum is the approved basic course of instruction. Each bicycle patrol deputy shall attend an annual eight (8) hour in-service training provided by IPMBA or DCSO-approved curriculum. <41.1.3a> <41.1.3b>
3. Maintenance of the bicycles – All members of the Bicycle Patrol Unit are responsible for keeping the bicycles maintained, clean and operational. Scheduled maintenance and repairs will be completed through standard Fleet Maintenance procedures. <41.1.3c>
4. Equipment – The current list of equipment assigned to the bicycle unit can be obtained through the bicycle unit supervisor. <41.1.3d>

By Order of the Sheriff