

**LOS ANGELES COUNTY SHERIFFS DEPARTMENT
ANTELOPE VALLEY VOLUNTEER MOUNTED UNIT
NEW MEMBERS FACT SHEET**

To join the Los Angeles County Sheriff's Antelope Valley Volunteer Mounted Unit, you must meet the following criteria:

- You must meet all the requirements to be a Civilian Volunteer for the Los Angeles County Sheriffs Department as defined on Attachment 1.
- You must meet all the mounted unit specific requirements as defined on Attachment 1.
- You will be required to attend unit specific training as well as the training provided for regular volunteers. Prior to mounted patrol with a partner of your choosing, you must complete all the items on the unit training checklist (Attachment 2).
 - Attend traffic control training
 - Attend radio training.
 - Attend Handicap Citation training (optional).
 - Attend all monthly and special unit meetings while in the training process.
 - Attend all mounted horsemanship training until you have become qualified.
 - You must meet a minimum of 6 additional volunteer hours per month by either working in the station or in a VOP car.
 - During training you must perform a minimum of three (3) 4 hour shifts in a VOP car for patrol training with 2 VOP members that are trainers.
 - You will be assigned a Horsemanship Mentor to assist you in passing the horsemanship standards proficiency test.
 - This test can only be taken after the rider and their horse have attended a minimum of 2 unit trainings that include night time sensory events.
 - You will be required to take a written test involving horsemanship and procedural issues.
- After you have passed your horsemanship proficiency tests, you will begin mounted patrol field training
 - You will be assigned a team of Patrol Mentors to assist you with mounted patrol procedures.
 - You will be required to perform a minimum of two 4 hour daytime patrols.
 - You will be required to perform a minimum of one 4 hour nighttime patrol.
 - It is the responsibility of these mentors to determine when you are competent to perform with a partner of your choice.
- Once qualified for patrol, you must maintain your monthly commitment of 4 hours of in the saddle time to remain qualified.
 - You are not allowed to miss more than 2 months in any year, and they may not be within any 3 month period. If you miss this commitment, you will be required to re-perform the horsemanship portion of the qualification test. If this occurs more than once in any year, it may be cause for dismissal from the unit.
 - You are required to make-up any time missed within the year.
 - If you become unqualified due to lack of mounted patrol hours, you must perform a minimum of 6 hours per month time in a VOP car.

If you are interested in joining a 'Riding Club', this unit may not be for you! This unit is organized along the lines of the Sheriffs Department, which is a paramilitary unit. This simply means the rules and regulations you must follow are decided by a higher authority, it is your duty to follow those rules. Unlike a club, you don't necessarily get a vote on decisions affecting the unit. Our rules and regulations have been implemented for 2 reasons, your safety and liability risk reduction for our unit and the Sheriffs Department.

This is not an overnight process; you can expect the process to take approximately 6 months from the time of your application until you are fully qualified.

NEW MEMBERS FACT SHEET (Cont'd)

ATTACHMENT 1

VOP Program Mission:

The Los Angeles County Sheriff's Department Civilian Volunteers are dedicated to providing excellent service through relationships that build trust, create a safe environment, and enhance the quality of life in our communities within a "Tradition of Service".

VOP Program Principles:

To be proud representatives of the community by being highly visible while on patrol. The primary objectives for the members shall be to prevent crime by mere presence, or identify public hazards. Members shall also act as the eyes and ears of the Sheriff's Department by identifying suspicious activities, crimes in progress, or dangerous circumstances. The members shall not take action themselves, but shall notify the proper authorities for handling.

The Volunteers On Patrol members accept their mission to serve the community with the enduring belief that in so doing, they will maintain the high level of safety, quality of life, and the beauty of the community that everyone is entitled.

VOP Program Overview:

As outlined in the Sheriff's Mission and Core Values Statement, as well as the Department's Policy, the goal of the Los Angeles County Sheriff's Department is to serve the residents of Los Angeles County in the most professional, effective, courteous, and progressive manner possible. This will be accomplished while maintaining a reputation of being an innovative and progressive law enforcement agency that is sincerely concerned about the citizens it serves.

The Los Angeles County Sheriff's Department has long recognized the vast resources of experience and skills possessed by its' county residents and the surrounding communities. The purpose of volunteers is to tap into these skills to help the Sheriff's Department achieve its' goals in an effective and cost-efficient manner. The Los Angeles County Sheriff's Department views this as a means to assist those that reside in Los Angeles County by providing a service to their community.

Because the members of the Volunteer Program become additional eyes and ears for the Sheriff's Department, as well as representatives of City and County administration, it is imperative that they maintain an image of professionalism at all times which parallels the professionalism of the Department. Volunteer's appearance, demeanor, and professionalism must never be compromised while serving in this Program. Each volunteer has been hand picked with the highest confidence in their capabilities.

Volunteer members are, in fact, Sheriff's Department Civilian Volunteers. Therefore, the existing Los Angeles County Sheriff's Department Civilian Volunteer Regulations and Guidelines shall be followed. Volunteers shall be aware that it is a privilege to be a civilian volunteer, not a right, and they serve at the discretion of the Sheriff.

INDIVIDUAL REQUIREMENTS

- Must be 18 years of age or older.
- Must live or work within the community.
- Must not have been convicted of a felony crime.
- Must not have been convicted of certain misdemeanor crimes.
- Must have a valid California driver's license (if licensed out of state, must obtain CDL within 10 days and prior to appointment).
- Must be emotionally stable.
- Must not be addicted to any legal or illegal substance including alcohol, or prescription drugs.
- Must not have any physical disability that would create a danger to the volunteer or others while completing tasks. Disabled volunteers could be utilized in specified and designated duties other than patrol.
- Provide a completed and signed application form.
- Subject to background or criminal history record check.
- Contribute a minimum of sixteen (16) hours per month.
- Attend scheduled, mandatory or emergency meetings.

NEW MEMBERS FACT SHEET (Cont'd)

ATTACHMENT 1 (Cont'd)

VOP RESPONSIBILITIES & DUTIES

Volunteers On Patrol are community-spirited citizens of the community who provide a minimum of 16 hours of their time per month to assist the Los Angeles County Sheriff's Department performing non-hazardous patrol duties. Its participants are made up of working people, retirees, and men and women of all races with varied backgrounds.

Volunteers On Patrol can be identified by their white uniform shirt, navy blue trousers and gold on blue shoulder patch. Volunteers' patrol in white vehicles identified as "Volunteers On Patrol" and bear the LASD emblem.

The Volunteers On Patrol have various responsibilities, primarily non-hazardous duties, which have traditionally been performed by patrol deputies. This program; therefore, allows patrol deputies to perform the more hazardous duties that they have been trained to do, thus helping the Department to better achieve its goal of serving the community.

Listed below are some examples of the duties that Volunteers On Patrol will be performing:

- Search for missing children
- Patrolling the community for criminal activity
- Patrolling the community for safety hazards
- Conducting school safety checks
- Conducting shopping mall checks
- Conducting residential vacation checks
- Conducting business checks
- Conducting park safety checks
- Patrolling for graffiti and property damage
- Conducting traffic control
- Performing non-hazardous directed patrol assignments
- Assisting disabled persons
- Assisting at Sobriety check points
- Issuing disabled parking citations
- Fulfilling requests from city and county services
- All volunteers work in teams of two in conspicuously identified vehicles supplied by the Los Angeles County Sheriff's Department.

MOUNTED UNIT SPECIAL REQUIREMENTS

- Have access to a trail worthy horse.
- Have access to a horse trailer.
- The ability to pass both a written examination and a practical horsemanship test consisting of basic horsemanship skills and sensory testing.
- Attend monthly unit meetings, and provide a minimum of 4 hours of "*In the Saddle*" patrol time. If you are not yet qualified to work mounted patrol, you are required to attend monthly team meetings and training and perform a minimum of 6 hours of other volunteer work until you are qualified for mounted patrol. These hours will fulfill your minimum in the saddle time commitment until you are qualified for mounted patrol.

For more information go to www.avheros.com

NEW MEMBERS FACT SHEET (Cont'd)

**TRAINING CHECKLIST
ATTACHMENT 2**

<input type="checkbox"/>	Application Approved	DATE:		
<input type="checkbox"/>	Attend Team Meetings	DATE:	DATE:	DATE:
<input type="checkbox"/>	Attend Team Training	DATE:	DATE:	DATE:
<input type="checkbox"/>	Horseanship Mentor Assigned	NAME:		DATE:
<input type="checkbox"/>	Radio Training (3 Hrs)	DATE:		
<input type="checkbox"/>	Traffic Training (3 Hrs)	DATE:		
<input type="checkbox"/>	Stars Drivers Training (4 Hrs)	DATE:		
<input type="checkbox"/>	Handicap Cite training (2 Hrs)	DATE:		
<input type="checkbox"/>	3 VOP Ride -A-Longs	DATE:	DATE:	DATE:
<input type="checkbox"/>	Radio Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Traffic Control Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Log ON/Off Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Vehicle Re -Fueling Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Handicap Cite Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Patrol Safety Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
Comments:				
<input type="checkbox"/>	Qualification Pre-Test with Mentor	DATE:		
<input type="checkbox"/>	Qualification Test Passed	DATE:		
<input type="checkbox"/>	Written Test Passed	DATE:		
<input type="checkbox"/>	Patrol Mentors Assigned	NAME:		DATE:
<input type="checkbox"/>	2 Mounted Patrol Rides (Minimum)	DATE:	DATE:	DATE:
<input type="checkbox"/>	Trailer Parking	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Patrol Locations	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Radio Logon Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Radio Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Traffic Control Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Handicap Cite Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Proper Tack & Appearance	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Proper Uniform & Appearance	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Patrol Safety Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Exposure to Pedestrians	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Exposure to Loud Noises	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Parking Lots	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Stepping On/Off Sidewalk	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Freeway Overpass	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Exposure to Traffic	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
Comments:				
<input type="checkbox"/>	1 Night Mounted Patrol Ride (Min)	DATE:	DATE:	DATE:
<input type="checkbox"/>	Patrol Safety Procedures	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Exposure to Traffic	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Exposure to Pedestrians	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Exposure to Loud Noises	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Parking Lots	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Stepping On/Off Sidewalk	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
<input type="checkbox"/>	Freeway Overpass	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo	<input type="checkbox"/> Expl / <input type="checkbox"/> Demo
Comments:				
OK FOR PATROL		DATE:	NAME:	