



POSSE

Standard Operating Procedures (Enacted December, 2022)

MISSION STATEMENT

“Our mission is to assist the Sheriff’s Office with non-law-enforcement duties and serve our community with dignity and respect.”

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PROGRAM

The Ouray County Sheriff's Posse is a group of citizen volunteers that assists the Sheriff's office with non-law-enforcement duties.

Some of the things we do:

- **Accident/traffic control**
- **Assist with Animal Control**
- **Assist Dispatch and/or SO front office**
- **Assist in Courthouse**
- **County First Responders**
- **Crime Scene Security**
- **Crowd and Traffic control for Special Events**
- **Deploy the Incident Command Vehicle in County Emergencies**
- **Directed Patrol/Security Checks including vacation home watch**
- **Fire Evacuation**
- **Fire Watch Program**
- **Observation for areas of the County with certain issues**
- **Ride-A longs with Sheriff's Deputies**
- **Roadblocks and Perimeter Security**
- **VIN Inspections (Vehicle Identification Numbers)**
- **Assist Ouray Mountain Rescue**

Responsibility for managing the Posse programs rests with the Ouray County Sheriff's Office and/or its Designated Advisors.

CHAIN OF COMMAND/POSSE STRUCTURE

A. Chain of Command

1. **Sheriff**
2. **Undersheriff**
3. **Corporal**
4. **Posse Coordinator**
5. **Alternate Posse Coordinator**
6. **Posse Team Leaders**
7. **Posse Members**

BUSINESS CONTACTS

- A. **Unless extenuating circumstances are present, never commit the Posse to any assistance or volunteer activity even if requested by a Deputy. Commitment MUST come from the Sheriff's Office through the Posse Coordinator.**

SAFETY & SECURITY

- A. **The Members' safety is top priority. A Member must use sound professional judgment at all times and must NEVER place themselves, their partner or others in danger.**
- 1. Work in pairs at all times.**
 - 2. Do not take enforcement action, regardless of the circumstances. Call for a Deputy if necessary.**
 - 3. Do not enter an open residence during a Directed/Subdivision Patrol Check for any reason. Take up a safe position of observation off site and radio for assistance from Dispatch.**
 - 4. Do not enter a hazardous situation. Back off and call for assistance.**
 - 5. Unless requested do not respond to or become involved with any Deputy who is handling a dangerous call.**
 - 6. Be alert when patrolling, especially at night. If threatened, leave the area and immediately report to Dispatch.**
 - 7. Be cautious when responding to a citizen's hail. Provide the vehicle description and location to Dispatch before making contact.**
 - 8. When directing traffic, always wear traffic vests and use slow, deliberate hand-signals. At night, use flashlights pointing the beam toward the traffic, at a slight downward angle to avoid the oncoming driver's eyes.**
 - 9. Members may respond to a call "Code 3" when authorized. Adhere to all traffic laws at all times.**

UNIFORMS

- A. **The Ouray County Sheriff's Office will provide the following items for approved Posse Members:**
 - 1. **One Long Sleeve Shirt –**
 - a. **Ouray County Sheriff patches will be sewn on each arm with a Posse rocker sewn below.**
 - b. **The Ouray County Sheriff's star will be sewn on the left chest of the shirt and the Member's name plate worn above the right chest pocket**
 - 2. **One pair Trousers – Black**
 - 3. **Hat– Baseball cap style**
 - 4. **Traffic Vests – Provided when deemed necessary for a specific assignment.**
 - 5. **The OCSP Identification is to be carried while on duty.**
- B. **Members on duty will be neat and clean. Members shall keep their uniforms in a neat and clean condition.**
- C. **Members are required to adhere to an established code of uniform dress and shall wear the uniform specified when on assignment. Uniforms are not worn to meetings or training except for designated events.**
- D. **Should volunteer status end for any reason, all clothing, equipment, badge(s), dashboard placard(s) and Roster issued by the Ouray County Sheriff's Office must be returned in good and clean condition. Failure to return items within ten (10) days of resignation or dismissal will result in action by the Sheriff's Office.**

WEAPONS

No weapon of any kind, handgun, knife (other than small pocket knife) or club, etc. may be carried by any Posse Member, when in uniform or volunteering as a Posse Member or at Posse meetings or training.

No Posse Member can use force or restraints except in self-defense. Only a certified law enforcement member can use force and/or restraints.

EVENTS/INCIDENTS

- A. **For each Event or Incident an Event/Incident Leader is designated. This person represents the Sheriff at the Event/Incident being worked. Regard him/her as such and follow all directions unless they are unethical, illegal or unsafe.**
- B. **Each assignment begins when you report to your assigned area. Do not notify Dispatch when leaving your home or arriving back home.**
- C. **The Event/Incident Leader, not Dispatch, maintains a record of location and duties of personnel. The Event/Incident Leader checks all personnel in and out. The Event/Incident Leader will return the sign in sheet to the OCSP Coordinator after each event. The sheets will be maintained on file in the appropriate location by date in the Posse Check-In binder.**
- D. **Each member must fill out a responder Report for every incident they work.**

1. Event Leader

Event Leaders obtain all the information regarding the Event, assign responsibilities to each Member and maintain contact with Dispatch. The Event Leader sends a pre-event email to all Members signed up for said Event 1-2 days prior advising of logistics for said Event and keeps a written record of the event assignments and furnishes that record to the Posse Coordinator at the completion of the Event. Event Leader should email Posse Coordinator a short recap of the Event, including any incidents and of the performance of any Probationary Members.

The Event Leader/Designee will check out the appropriate number of radios and record their number on the Radio Assignment Sheet. The Event Leader emails Dispatch an Event Detail Sheet with all the Members volunteering for that Event prior to the Event start along with the Radio Assignment Sheet.

Each Member contacts the Event Leader immediately upon arrival to the specified location. Each Member will communicate only with the Event Leader and not Dispatch unless the Event Leader directs otherwise. The Event Leader will notify Dispatch of each member's arrival time. Upon Event completion, the Event Leader provides Dispatch with the names, Call Signs and departure times of each Member.

2. Incident Leader

The Incident Leader will report to the person assigned for that Incident. This may be the Incident Commander or a member of the IC staff. If an accident scene, the deputy or Supervisor in charge will be the contact. A Posse Member may be assigned to Dispatch to coordinate requests by the Incident Leader for additional Posse resources, relief & rehab.

The Incident Leader keeps accurate records of the members – name, call signs, arrival time, where member is stationed, any station changes, equipment checked out, equipment checked in and departure time. Incident Leader will communicate with Dispatch the arrival and departure of each Posse Member.

Posse Members will contact the Incident Leader immediately upon arrival to the staging area or directed sign-in location and when leaving the assignment. Members contact only the Incident Leader (not Dispatch) for any and all communication unless the Incident Leader directs otherwise.

POSSE RADIOS

- 1. Be professional**
- 2. Speak clearly in normal tones**
- 3. Before speaking, hold the transmit button down for 2-3 seconds**
- 4. When finished speaking continue to hold the transmit button down for 2-3 seconds**
- 5. No swearing, cursing or foul language on the radio**
- 6. Know what you are going to say before transmitting-no thinking on the radio!**
- 7. Talk into the mic so that you can be heard**
- 8. Keep transmissions short- approximately 10 words**
- 9. Do not cover someone else's transmissions**
- 10. "Location" can mean name of road and mile marker, physical address, or intersection.**

DIRECTED PATROL/SECURITY CHECK

Directed Patrols/Security Checks are performed at the request of Ouray County Sheriff's Office for specific time periods. Posse Members can assist with these patrols. No Posse Member may go on Directed Patrol/Security Check alone.

It is required that there be two (2) Posse Members at all times and be in Uniform.

FIREWATCH PROGRAM

Posse Members patrol campsites in forest areas and on service roads throughout the county to make sure that fires have been put out after campers have departed. The Posse uses the Posse Vehicle for campsite areas and utilize the UTV for the rough areas where vehicles cannot make it. Pass out flyers advising how to put out a fire and distribute them to different establishments which actually sell firewood throughout the county as well.

Posse Members will be trained in basic wildland fire and other skills to assist them in their service.

ACKNOWLEDGEMENT

I, the Undersigned, acknowledge that I have received, read, understand and will comply with the Ouray County Sheriff's Office Posse Standard Operating Policy. I understand that this acknowledgement is not effective until the executed copy is delivered to a member of the Board of Directors, upon which it will be reviewed.

Printed Name _____

Signature _____

Date _____