



Chelan County Sheriff's Office
Michael T. Harum, Sheriff

Greg Meinzer
Undersheriff
Mark W. Horaski
Chief Civil Deputy

Clyde Foreman
Chief Criminal Deputy
Jan Brincat
Executive Assistant

December 5, 2006

Dear Applicant:

I would personally like to thank you for your interest in the Chelan County Sheriff's Volunteer Services Division. The attached application must be filled out completely and signed, as well as signing the waiver form. Included in the application packet are descriptions of duties assigned to the Volunteer Services Division. Please take the time to review these responsibilities and mark on the top of the application the divisions you are most interested in based on your abilities and skills.

After a successful background investigation has been completed, the Captain in charge of the division you have selected will notify you by telephone or by mail.

Your application can be mailed to the following address:

Volunteer Services Division Coordinator
Chelan County Sheriff's Office
P.O. Box 36
Wenatchee WA 98807

Sincerely,

Mike Bryant
Mike Bryant

Volunteer Services Division

Chelan County Sheriff's Volunteer Services Membership Application

Applying for: Field Operations Marine Patrol Explorer Unit Special Operations Administrative Services

Special Ops. Includes: Bike Patrol, Equip. Maint., Helicopter Team, MC/4x4/ATV Team, Snowmobile Team, Special Ops Training, Backcountry SAR, Canine SAR, Dive Team SAR, Ground SAR, Initial Response SAR, Horse Mounted SAR, Nordic SAR, Swiftwater Rescue Team, and Technical Team SAR.

Admin. Svcs. Includes: Training (Global), Communications (ICS), Neighborhood Watch, Office/Record Services, Sheriff's Citizen Academy, and Chaplain Service.

Please check/circle all that apply.

INSTRUCTIONS

This form must be completed in your own handwriting and signed in ink. If a question does not apply to you, write "N/A" (Not Applicable) as your response to that question. **If additional space is needed for any questions on this form, entries should be continued on a separate sheet of paper and numbered to correspond with the number of the question on this form.**

Information we have about you may be given to Federal, State, and local agencies for checking on law violations or other lawful purposes.

PERSONAL DATA

1. NAME: LAST			FIRST			MIDDLE			2. NICKNAMES OR ALIASES		
3. HOME ADDRESS: NUMBER, STREET, STATE, ZIP CODE						4. Email address			5. HOME PHONE # - ALTERNATE PHONE #		
6. BIRTHDATE		7. PLACE OF BIRTH				8. SEX	9. Height	10. Weight	11. Hair Color	12. Eye Color	
Month	Day	Year					<input type="checkbox"/> Male <input type="checkbox"/> Female				
13. HIGHEST SCHOOL GRADE ATTAINED			14. U.S. CITIZEN			15. NATURALIZATION CERTIFICATE NO.					
			<input type="checkbox"/> Yes <input type="checkbox"/> No								

EMPLOYMENT DATA

16. CURRENT EMPLOYER			17. HOW LONG?			18. OCCUPATION					
19. EMPLOYMENT ADDRESS						20. EMPLOYMENT PHONE # AND SUPERVISOR'S NAME					
21. HOURS OF EMPLOYMENT				22. DAYS OFF			23. SOCIAL SECURITY NUMBER				
24. EMPLOYMENT HISTORY (Include last ten years)											
25. Have you ever been fired, discharged or asked to resign from any position? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please explain:											
26. Would you have difficulty in working or dealing with members of the opposite sex, different origin, race, religion, or nationality? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please explain.											
27. Would you be able to follow direct orders, even though you may not agree with them?											
28. Would any problem result if your present employer were contacted during the course of the background investigation? <input type="checkbox"/> Yes <input type="checkbox"/> No											
If "no", when should such contact be made? _____											

29. If you have had no prior employment, please explain in the space below:

MILITARY AND OTHER DATA

30. Have you ever served in the Armed Forces, National Guard, or military reserves of the United States? No Yes If Yes, please complete questions 31-35:

31. BRANCH OF SERVICE	32. SERVICE NUMBER	33. DATES OF SERVICE ____/____ to ____/____	34. TYPE OF DISCHARGE
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35. Have you ever been the subject of any judicial or non-judicial disciplinary action while in the military, National Guard or military reserves? No Yes If yes, please give details (include branch of service, when, where, circumstances).

36. Have you ever been placed on court supervision or probation? No Yes If Yes, please explain:

DRIVING RECORD DATA

37. DRIVER'S LICENSE NUMBER(S) AND ISSUING STATE:

38. Has your privilege to operate a vehicle ever been suspended, revoked or been refused by an issuing agency? No Yes
If yes, please explain:

SPECIAL INTERESTS/SKILLS, TRAINING & EXPERIENCE

39. List any special licenses you hold (such as pilot, radio operator, scuba, etc.) showing licensing authority, original date of issue, and date of expiration.

40. List any specialized machinery or equipment that you can operate, e.g., 4x4, snowmobile (including office machines and typing speed), or talent (computer programmer, electrician, locksmith, mechanic, etc.) or other skills you have that you are willing to assist the Sheriff's Office with:

41. If you are fluent in any foreign language that may be useful, indicate the language and your degree of fluency (excellent, good, or fair) in each area:

Language	Reading	Speaking	Understanding	Writing
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42. Explain any search and rescue related training or experience. Please provide documentation, if available:

43. List any specialized training or experience. Include any experience in the medical field, military, forest service, emergency services, climbing, extended hiking, etc.

EMERGENCY NOTIFICATION		
44. NAME		45. PHONE NUMBER
46. ADDRESS		47. RELATIONSHIP
THREE REFERENCES		
48. NAME	49. ADDRESS	50. PHONE NUMBER

PERSONAL STATEMENT/WAIVER & AUTHORIZATION TO RELEASE INFORMATION
<p>51. I understand that by signing this application, I will be required to commit time to this program. Also, I am giving authorization to the Chelan County Sheriff's Office to make inquiries into my background, employment history, school record, military history, criminal history, driving records, and general reputation. I understand my rights under Title 5, U.S.C., Section 552a, the Privacy Act of 1974, and waive those rights with the understanding that information furnished will be used by a law enforcement agency in conjunction with the volunteer process. I hereby certify that the entries made by me on this statement are true, complete, and correct to the best of my knowledge and belief. Further, I do hereby release you, your organization, your agents, and others from any liability or damage which may result from furnishing information to the Chelan County Sheriff's Office pursuant to this waiver and authorization to release information.</p> <p>Signed: _____ Date: _____</p>
<p>If you are under 18 years of age, please have your parent or guardian sign below.</p> <p>By signing for my son or daughter, I understand he/she will be required to commit time to this program in Chelan County. I also understand a background check will be completed by the Chelan County Sheriff's Office.</p> <p>Signed: _____ Date: _____</p> <p>Parent or Guardian of: _____</p>
FOR OFFICIAL USE ONLY
Date Received:
Spillman Information:
Employee #:
NCIC III/WASIC:
Liaison Deputy Signature:
Captain ADCOM Signature:
Date Completed:

MICHAEL T. HARUM, SHERIFF
CHELAN COUNTY

STATE OF WASHINGTON
401 WASHINGTON STREET, FIRST LEVEL
WENATCHEE, WASHINGTON 98801
TELEPHONE (509) 667-6851 FAX (509) 667-6860

WAIVER AND AUTHORIZATION TO RELEASE INFORMATION

To: _____

I respectfully request and authorize you to furnish any law enforcement agency any and all information that you may have concerning me, my employment record, school record, military history, criminal record, and general reputation. Please include any and all medical, physical and mental records or reports, including all information of a confidential or privileged nature, and photocopies of the same if requested. This information will be used for the purpose of determining my eligibility for a volunteer position in the Chelan County Sheriff's Volunteer Services.

This waiver and authorization shall supersede any prior waiver, authorization, release or direction that I may have given you to the contrary concerning my records.

I understand my rights under Title 5, U.S.C., Section 552a, the Privacy Act of 1974, and waive those rights with the understanding that information furnished will be used by a law enforcement agency in conjunction with the volunteer process.

I hereby release you, your organization or others from any liability or damage which may or could result from furnishing the information requested above or from any subsequent use of such information in determining my qualifications as a volunteer within the Chelan County Sheriff's Volunteer Services.

Print Applicant's Full Name	Birth Date	Social Security Number
Applicant's Signature	Address	
	City	State Zip Code

If you are under 18 years of age, please have your parent or guardian sign below.

By signing for my son or daughter, I understand he/she will be required to commit time to this program in Chelan County. I also understand a background check will be completed by the Chelan County Sheriff's Office.

Signed: _____ Date: _____

Parent or Guardian of: _____

Subscribed and sworn to before me on the _____ day of _____

NOTARY PUBLIC for the State of Washington
Residing in _____ My Commission expires _____

A photocopy of this request shall be for all intents and purposes as valid as the original. You may keep this copy for your file.

**Chelan County Sheriff's Citizen Corps
Volunteer Services Division
Descriptions**

ADCOM - Administrative Services & Communications:

Chaplain Service Volunteer Chaplains provide ministerial support and counseling to Chelan County Sheriff's Office employees, family members, and the community.

Communications (ICS) Volunteers will be involved with the Incident Command System in order to coordinate and advise during any incident.

Crime Prevention (Neighborhood Watch) Volunteers who assist in the implementation of public programs designed to enhance home and personal safety.

Must have interest in preventing crime at the local level and be capable of working with people.

Low Risk

Office/Record Services Volunteer members assist with clerical/records needs for the Volunteer Services Division of the Chelan County Sheriff's Citizen Corps.

Must have office skills to efficiently function.

Training (Global) Each of our instructors performs an active and vital role in our structure to insure volunteers are trained in many techniques. Some examples of the training follow:

Basic First Aid, CPR, Wilderness Survival, Map & Compass, Search and Rescue Techniques, Radio Communications, Lost Person Behavior, Crime Scene & Evidence Search, and Blood Borne Pathogens.

Marine Patrol

A limited commissioned marine patrol deputy while volunteering in uniform. Performs boat patrol, marine law enforcement, and search and rescue and assists the dive team.

Should be capable of handling a boat in a variety of marine related scenarios.

Low-High Risk

Physical Condition: Low-Excellent

Special Operations – Search and Rescue:

Backcountry SAR Sustained backcountry travel without external support (a minimum of three days) during search and rescue operations.

**Chelan County Sheriff's Citizen Corps
Volunteer Services Division
Descriptions**

Must have knowledge of basic backcountry travel, advanced navigation, wilderness survival, and use of personal equipment.

Moderate Risk
Physical Condition: Excellent

Canine SAR

Search and/or tracking dog use in a variety of search and rescue operations.

Must possess or have access to a dog capable of SAR Certification.

Moderate-High Risk
Physical Condition: Moderate-Excellent (depends on assignment)

Dive Team SAR

Technical dive operations in situations requiring the use of SCUBA equipment during rescues, recoveries, and evidence searches.

Members must have a demonstrated technical ability in the disciplines required for these situations.

High Risk
Physical Condition: Excellent

Ground SAR

Search and rescue operations on the ground/urban areas with support services assistance.

Must have knowledge of basic and urban search and rescue operations and use of personal equipment.

Moderate Risk
Physical Condition: Moderate-Excellent (depends on assignment)

Horse Mounted SAR

Use of mounted and pack stock in a variety of search and rescue operations.

Working familiarity with horse management, transportation, and deployment. Should have own horse(s) or access to horses or other stock.

Moderate Risk
Physical Condition: Moderate-Excellent (depends on assignment)

**Chelan County Sheriff's Citizen Corps
Volunteer Services Division**

Descriptions

Initial Response SAR	<p>A first response search and rescue team which will be ready to go at a moment's notice with 'hasty' packs stocked for basic needs.</p> <p>Must have knowledge of basic search and rescue operations and use of personal equipment.</p> <p>Moderate Risk Physical Condition: Moderate-Excellent (depends on assignment)</p>
Nordic SAR	<p>Ski and snowshoe use and travel in a variety of winter conditions for use in search and rescue.</p> <p>Must have knowledge of basic backcountry travel, advanced navigation, wilderness survival, and use of personal equipment.</p> <p>Moderate-High Risk Physical Condition: Excellent</p>
Mtn. Rescue Technical Team	<p>Technical mountain rescues in situations requiring the use of special skills such as rock climbing and alpine mountaineering.</p> <p>Members must have a demonstrated technical ability in the disciplines required for these situations (Technical Climbing, Rope Work and Specialized Climbing Equipment).</p> <p>Moderate-High Risk Physical Condition: Excellent</p>

Special Operations – Support Operations:

Equipment Maintenance	<p>Volunteer members will be required to ensure that all SAR equipment is kept in good condition and report any problems to to the Captain-Special Operations. Scheduling/coordination of regular maintenance may also be a part of the volunteer's duties.</p>
Helicopter Team	<p>Operations in situations requiring the use of Aerial Support such as searches, rescues, and other law enforcement needs.</p> <p>Members must have a desire to support helicopter operations on the ground and in the air.</p> <p>Low-High Risk Physical Condition: Low-Excellent</p>

**Chelan County Sheriff's Citizen Corps
Volunteer Services Division**

Descriptions

**ORV Team
(MC/4x4/ATV)**

ORV (off road motorcycles, All Terrain Vehicles, or specialized four wheel drive vehicles) use and travel in a variety of conditions for conducting search and rescue.

Must possess or have access to an off road vehicle (ORV) capable of search and rescue operations.

Low-High Risk
Physical Condition: Low-Excellent

**Snowmobile
Team**

Snowmobile use and travel in a variety of winter conditions for use in search and rescue.

Familiarity with basic-advanced riding skills, maintenance, and use of personal equipment.

Moderate Risk
Physical Condition: Moderate-Excellent (depends on assignment)

**Special Ops
Training**

Volunteer members must determine the training needs of all special operations volunteers, and coordinate/schedule any training required to keep all members current in search and rescue techniques, procedures and skills.

Members must possess good organizational and people skills.

Low Risk

Field Operations

Limited commissioned deputy sheriffs while volunteering in uniform.

Capable of performing all law enforcement activities as required of a Chelan County Deputy.

Field Operations deputies are required to work 16 hours (two 8 hour shifts) plus attend meetings and training exercises. This time can be volunteered in a variety of ways. The majority of time is spent with a full time deputy sheriff on patrol. If you meet the standards of a first class field operations deputy, taking out a patrol car is authorized as long as 24 hours (three 8 hour shifts) plus meetings and training exercises are maintained.

High Risk
Physical Condition: Excellent

Bike Patrol

The 'bike patrol' is a new unit starting in 2004 under the direction

**Chelan County Sheriff's Citizen Corps
Volunteer Services Division**

Descriptions

of the Captain-Field Operations. It is a highly visible tool for community safety and security, while having the ability to be low key, yet effective.

Bike Patrol deputies provide their own bikes while the county attempts to get funding for high-tech bikes, and they will wear the latest in lightweight uniforms and safety gear. They are fully commissioned field operations deputies with the powers of arrest and have to meet the same standards as a Field Operations Deputy.

Bike Patrol deputies enjoy patrolling the business districts in the contracted cities for high visibility and provide patrol for parks, residential areas, fairs and parades all across the county.

High Risk
Physical Condition: Excellent

Explorers

Volunteer program for young adults interested in a law enforcement career (ages 14-21).

Must be willing to spend time performing a variety of activities.

Citizen's Advisory Committee – CAC

Town Meetings

The CAC would conduct a certain number of community meetings that would be advertised as "**Town Meetings**", the communities and locations to be determined by the Sheriff. These meetings would always be open to the public.

Media Relations

The team would be responsible for public relations and press releases that pertained to the Citizen Corps or specifically to the Volunteer Services Division.

Sheriff's Citizen Academy

The Sheriff's Citizen Academy is a training program that consists of 'hands-on' instruction. Classes give citizens an opportunity to observe the inner workings of the Sheriff's Office.

**Chelan County Sheriff's Citizen Corps
Flow Chart
February 14, 2004**

Chelan County Sheriff's
Citizen Corps Board
Sheriff — *Chairman of the Board*
Vice Chairman
Secretary
Treasurer

Chelan County Sheriff's
Affiliated Organizations
Citizen Corps
(1 Representative Each Group)

Red Cross
Fire District 1
Emergency Medical Service
CERT
RACES
Civil Air Patrol
Coast Guard Auxiliary

Chelan County Sheriff's Volunteer Services
Board of Directors

Chairman of the Board
Steve Freeman 630-1771

CCSO Advisor Patrick Lonergan 667-6523	Vice Chairman Bob Isenhart 433-1242	Capt. Special Ops. Mike Bryant 421-7942
Capt. Marine Patrol Jeff Folgelstom 670-1453	Secretary / Records Marion Gallentine 670-1195	Capt. Field Ops. DonValdez 264-6644
Capt. ADCOM Kay McKellar 670-2335	Treasurer Flo Free 884-0350	Civilian Advisory David Severance 670-5544

Chelan County Sheriff's
Auxiliary Services
Citizen Corps
(1 Representative Each Group)

Lake Chelan SMC
Lake Wenatchee SMC
Apple Country SMC
CC Mountain Rescue
Swiftwater Rescue Team

**Administrative Services
&
Communications**

Captain Kay McKellar
Lieutenant
CCSO Advisor

Marine Patrol

Captain Jeff Folgelstrom
Lieutenant
CCSO Advisor

Special Operations

Captain Mike Bryant
Lieutenant Bob Isenhart
CCSO Advisor

Field Operations

Captain Donny Valdez
Lieutenant Fred Munson
CCSO Advisor

**Citizens Advisory
Committee**

Chairman
Of the
Board

Sergeant ADCOM
Assignments / Operations
Training (Global)
Communications (ICS)
Office / Record Services
Disaster Support Services
Chaplain Service
Neighborhood Watch

Sergeant — Lakes
Sergeant — Rivers

**Sergeant
Search & Rescue**

Back Country SAR
Canine SAR
Dive Team SAR
Ground SAR
Initial Response SAR
Horse Mounted SAR
Nordic SAR
Mtn. Rescue Technical Team

**Sergeant
Support Operations**

Equipment Maintenance
Helicopter Team
MC / 4x4 / ATV Team
Snowmobile Team
Special Ops Training

Sergeant — Valley
Sergeant — North
Sergeant — West
Sergeant
Bike Patrol

Explorers

Public Relations
Sheriff's Citizen
Academy
Press Releases
Town Meetings

Chelan County Sheriff's Citizen Corps Volunteer Services

TIMELINE

Introduction Letter & Volunteer Packets Sent	First Meeting of Chelan County Sheriff's Volunteer Services	Applications Processed for New Volunteers. Needs Assessed For Training or Special Skills	Volunteers Notified of Acceptance Into Selected Volunteer Services Units	Second Meeting of Chelan County Sheriff's Volunteer Services	
2/2/04	3/11/04	3/22/04 thru 4/16/04	Week of 4/19/04	4/29/04	