WASHINGTON COUNTY

SHERIFF'S SEARCH AND RESCUE

BYLAWS

Revised 10/28/2026

Article 1 Fundamentals

1.1. Name

The name of this organization shall be the “Washington County Sheriff’s Search and Rescue” and shall be referred to throughout this document as “WCSSAR.”

1.2. Objectives

The Objectives of WCSSAR shall be:

To serve the residents of Washington County (“the County”), Utah, by fulfilling the Sheriff's statutory obligation to manage Search and Rescue services in the county (UCA 17-22-2.1(p)). To provide the men and women constituting the membership with training in organized technical and general search and rescue (“SAR”) techniques. To serve as a specialized resource for search-and-rescue missions. WCSSAR shall maintain expertise in technical situations including deep water, swift water, high-angle mountain, backcountry, Emergency Medical Services, and winter rescues. WCSSAR will also be available as a backup unit for other SAR operations as needed by the Washington County Sheriff (“Sheriff “). To provide out-of-area SAR assistance to other agencies at the request of the Sheriff.

1.3. Mission Call Outs

Requests for WCSSAR’s assistance will be initiated and dispatched through the Washington County Sheriff’s Office in accordance with established dispatch protocol. The Sheriff will determine the dispatch protocol after consulting with WCSSAR's Supervisor (Sergeant) and Executive Committee members.

1.4 Compensation

WCSSAR members are volunteer Pay Per Call employees of the County while engaging in activities initiated or approved by the Sheriff. The member volunteers are covered by Workers’ Compensation for both medical care and loss of work when on missions and training initiated or approved by the Sheriff. Participation in the Pay Per Call program is not required to be covered under Workers’ Compensation.

1.5. Headquarters

The office and principal place of business shall be at the Washington County Sheriff's Office, 750 South 5300 West, Hurricane, Utah, unless the Sheriff designates otherwise.

1.6. Membership

The total number of WCSSAR members shall not exceed 100, without an amendment to the bylaws.

Article 2, Incident Action and Organization

2.1 Incident Management

All search and rescue operations involving Washington County Sheriff's Search and Rescue (WCSSAR) shall be conducted under the authority and direction of the Washington County Sheriff or the Sheriff's authorized designee. The Sheriff's Office shall retain ultimate authority and responsibility for overseeing, coordinating, and managing all WCSSAR operations.

2.1.1 Incident Command Authority

An Incident Commander (IC) shall be designated for each authorized search and rescue operation. Incident command may be established or assumed by a ranking Washington County Sheriff's Office Supervisor, designated SAR Liaison, SAR Coordinator (Deputy), or qualified member of the WCSSAR Executive Committee, as authorized by the Sheriff or the Sheriff's designee.

Individuals serving as Incident Commander shall possess the training, qualifications, experience, and operational knowledge appropriate to the nature and complexity of the incident. Appointment or election to a WCSSAR leadership position shall not, by itself, constitute authorization or qualification to assume incident command.

The Sheriff's Office shall retain the authority to appoint, replace, or assume incident command at any time.

2.1.2 Incident Command Structure and Operational Management

All WCSSAR operations shall be organized and conducted in accordance with the National Incident Management System (NIMS) and applicable Incident Command System (ICS) principles.

The Incident Commander shall establish an appropriate command structure, identify operational objectives, assign responsibilities, and deploy personnel according to their qualifications, training, and operational capabilities.

For specialized operations, including high-angle rescue, dive operations, swift-water rescue, and emergency medical services, the Incident Commander shall utilize appropriately qualified team leaders, technical specialists, or medical personnel to provide operational guidance and supervision.

When incident command transfers, the transfer shall include a briefing on incident objectives, current operations, personnel assignments, identified hazards, available resources, and outstanding safety concerns. The transfer of Command during any incident shall be documented in accordance with established Sheriff's Office procedures.

2.1.3 Operational Safety and Risk Management

The Incident Commander shall ensure that operational risks are evaluated, and appropriate safety measures are implemented throughout the incident. A designated Incident Safety Officer shall be assigned when warranted by the nature, complexity, or hazards of the operation.

The Incident Commander and designated Incident Safety Officer shall have the authority to suspend, modify, or terminate operations when conditions present an unacceptable risk to personnel or the public.

All WCSSAR members shall immediately report unsafe conditions, equipment deficiencies, or operational concerns through the established chain of command. Members shall not be subject to retaliation for reporting legitimate safety concerns or exercising reasonable judgment to avoid an Imminent threat of serious injury or death.

2.1.4 Authorization of Search and Rescue Activities

Individual WCSSAR members may not independently initiate or conduct official search and rescue operations without prior authorization from the Sheriff's Office.

No operation shall be undertaken under the authority, name, or representation of WCSSAR without notifying and obtaining approval from the Sheriff's Office.

All members shall operate within their assigned responsibilities, demonstrated qualifications, and established operational procedures. Members shall not independently undertake specialized rescue activities beyond their authorized level of training or certification.

2.1.5 Accountability and Documentation

The Incident Commander shall establish and maintain appropriate personnel accountability procedures throughout the incident, including documentation of personnel assignments, operational activities, significant safety decisions, and transfers of command.

All incidents shall be documented in accordance with established Sheriff's Office reporting procedures and applicable records retention requirements.

2.1.6 Sheriff's Office Authority

Nothing in these bylaws shall limit the authority of the Washington County Sheriff or the Sheriff's authorized designee to direct, modify, suspend, or terminate WCSSAR operations, establish operational policies, or take actions necessary to protect the safety of personnel and the public. Utah Code § 17-72-301(1)(o) states that the sheriff shall manage and direct search and rescue services in the sheriff's county, including emergency medical responders and other related incident response activities.

2.2 Team Structure

In-the-field leadership will be designated prior to command site departure. To the extent possible, teams shall not be committed to the field without at least one member having SAR certification. Whenever possible, a field team shall consist of at least two individuals. Operations with less than two individuals are discouraged and will be used with caution, after careful evaluation and approval by both the Incident Commander and Incident Safety Officer.

Article 3, Membership

3.1 General Qualifications

The membership of this organization shall consist of people skilled in wilderness travel and/or advanced Search and Rescue techniques. All members are required to maintain a level of physical fitness adequate to perform SAR operations consistent with their level of training and approved areas of expertise. The applicant must indicate which SAR Skill Groups he or she is interested in joining. All SAR members are required to follow state and federal laws, including vehicle registration requirements for vehicles that they are using in a SAR capacity.

3.2 Application Process

Applicants shall complete the membership application through the Sheriff's Office. The applicant must fill out an approved application form that includes authorization for a standard background check (see section 3.4 below). A member of the Executive Committee shall review the application and interview the applicant. If the Executive Committee determines that a particular skill group does not need any additional members, then they shall inform the applicant that his/her application will be placed on a waiting list. The order of the waiting list shall be by skill and ability of the applicant and the needs of WCSSAR as determined by the Executive Committee.

3.3 Probationary Process

Prospective members approved by the Executive Committee shall complete a 9-month probationary period. During the probationary period, the prospective member is not eligible for the Pay Per Call Program. During probation, the new member must successfully complete the Utah Sheriff's Association Search and Rescue Basic Training Program, as well as ICS-100 and ICS-700. After successfully completing probation, the probationary member shall be interviewed and voted on by the respective skill groups. The new member must be accepted by a majority vote ("show of hands") of the skill group membership and the Executive Committee.

3.4 Minimum Qualifications

Members and applicants for membership must be at least eighteen (18) years of age, have a valid Utah Driver's License, and must submit to a standard background check. Members and applicants must not have the following items on their records:

1. Have been convicted of a crime punishable by imprisonment in a federal or state penitentiary or of an offense involving dishonesty, unlawful sexual conduct, physical violence, or the unlawful use, sale, or possession of a controlled substance.

2. Have been convicted of a D.U.I. within the previous six years beginning with the date of conviction to the date of application.

3. Have a record of repeated traffic violations.

3.5 Attendance

3.5.1 Probationary Members

Probationary members must complete 40 hours, as defined in the Utah Sheriff's Association Search and Rescue Training exercises, within their first nine (9) months. New members must attend 20 hours of skill-specific training in their primary team discipline. Probationary members shall attend 3 of the 4 WCSSAR’s quarterly meetings.

3.5.2 Members

Members are required to meet a minimum of 20 hours of documented and approved annual training in all teams that they are a current member of and must show proficiency annually. Team Leaders can approve training hours from other disciplines if they determine it is applicable. Members must attend at least 75% of WCSSAR’s quarterly meetings. If a team member is unable to attend a training exercise for any reason, he must be excused by contacting his/her Team Leader or a member of the Executive Committee.

3.5.3 Response Attendance

Each year, members are required to respond to at least 33% of all mission call-outs for their skill groups. (Due to the unscheduled nature of actual mission call-outs, it is assumed that members may not always be available; hence the lower allowable percentage rate.) **3.5.5** will be enforced at the discretion of the Executive Committee in the event attendance to mission call-outs is not satisfactory.

3.5.4 Required Training

Training hours for each discipline will be calculated on a rolling annual basis. At a minimum, all required training hours must be completed by all members within the times specified. All members must attend required minimum training to maintain proficiency in basic Search and Rescue techniques. The WCSSAR Executive Committee will establish a yearly training requirement list each January. Those requirements will guide the yearly training agenda. Team Leaders will document attendance to training and report those to the Sheriff's Liaison monthly. Training records will be reviewed on a quarterly basis by the Executive Committee to ensure requirements are being met.

3.5.5 Excused Absences

Members may be excused from any particular meeting for extenuating circumstances, if approved by a member of the Executive Committee prior to the meeting or exercise. Total attendance shall be 75% excluding excused absences. Excused absences shall be documented by the Executive Committee or Team Leadership.

3.6 Probation

Any member whose activity level drops below the required minimums will be placed on probation and notified in writing by the Sheriff's Liaison at the Executive Committee's request. Members placed on probation have six months to improve their participation level or be removed from WCSSAR by the Executive Committee. The Executive Committee shall notify the Sheriff's Liaison of members returned to probationary status.

3.7 Inactive status

Any member who will not be available for an extended period may request inactive status. The primary purpose of inactive status is to avoid requiring the member to reapply to the Sheriff's Office to reactivate membership in WCSSAR. Inactive members will not be called on missions. Inactive status may not be claimed for more than two years in a row. Members in inactive status for more than two years will be dismissed from membership. A member must be a "member in good standing" (e.g., current on all training standards and in compliance with all attendance requirements to be eligible to request inactive status. At least once a year, the Executive Committee will review the status of all inactive members.

3.8 Emeritus status

Emeritus status may be granted to a member with a minimum of 10 years of activity with WCSSAR upon approval by the Executive Committee. A member must be a "member in good standing" (e.g., current on all training standards and in compliance with all attendance requirements) to be eligible to request emeritus status. Requests for emeritus status must be submitted in writing to the Executive Committee.

3.9 Cessation of membership.

3.9.1 Termination of Membership

The Washington County Sheriff may terminate membership, or the Executive Committee may terminate membership with the Sheriff's approval. Members may also be considered for termination at the request of the members through a written request to the Executive Board. The Executive Board shall review these written requests with the Sheriff or his designee and obtain approval of termination by the Sheriff. The Sheriff's Liaison will notify terminated members in writing.

3.9.2 WCSSAR Property

All property of WCSSAR shall be returned to WCSSAR upon resignation, termination, or demand of the Executive Committee as outlined in section 8.2 of these bylaws.

3.9.3 Privileges

Once terminated, all privileges associated with WCSSAR shall cease. The right to wear any clothing/patches that designate association with WCSSAR shall also cease and shall be removed from gear owned by the exiting member.

3.9.4 Vehicle Emblems

All official emblems (e.g., SAR Logos, Mountain Rescue Association Circles, etc.) on vehicles must be removed immediately after termination of association with the organization it represents or upon the sale of the vehicle.

3.9.5 Vehicle Warning Lights

The Sheriff has authorized full (not prospective or probational) Search and Rescue members to have flashing Green or Green and White lights in their vehicles. All costs of the authorized lighting are the responsibility of the SAR Member. The lights are to be utilized off pavement only and only while on a Search and Rescue or authorized training. Any member who uses their Search and Rescue lights on paved roads or highways is subject to a Major Violation, which may result in suspension or termination from SAR, as dictated by the Sheriff.

There is no requirement for another vehicle to move or yield to the aforementioned response lights.

3.10 Disciplinary Procedures

3.10.1 Minor Violations

Violations of WCSSAR safety standards, failure to maintain training and attendance, professional misconduct, and informal complaints against WCSSAR Members. The alleged violation shall be brought to the Executive Board for determination of the seriousness of the violation. All founded violations will be documented in the member's personnel file. Corrective Action to be determined by the Executive Committee after consultation with the Sheriff or Sheriff's designee.

3.10.2 Moderate or Repeated Violations

Violations of WCSSAR rules, safety procedures, attendance issues, and formal written complaints deemed moderate by the Executive Committee, the Sheriff's representative, or the Sheriff. Documented repeated minor violations shall be addressed by the Executive Committee and a recommendation made to the Sheriff for final determination. Moderate or repeat violations may include verbal coaching, letters of direction, reinstatement of probation, suspension from WCSSAR, or termination.

3.10.3 Major or Criminal Violations

Major safety violations that cause or could have caused serious bodily injury or death of any person on a SAR training or deployment. Violations of moral turpitude, dishonesty, etc. Allegations of criminal violations of state and federal laws (other than minor traffic violations). WCSSAR member will be placed on suspension until the allegation or criminal action is adjudicated. Investigations, disciplinary actions, and grievances will be handled within the guidelines of Washington County Policy and Procedures as applied to non-career service employees.

3.11 Equal Opportunity

Washington County is dedicated to equal opportunity. All Washington County policies are in force regarding improper behavior, discrimination, or harassment. Members who feel that they are the target of such behavior must inform the Sheriff’s Office SAR supervisor and team leader immediately upon knowledge of such improper behavior. Investigations, disciplinary actions, and grievances will be handled within the guidelines of Washington County Policy and Procedures as applied to non-career service employees.

3.12 Membership Roster

WCSSAR shall maintain an up-to-date membership roster. It is the member’s responsibility to notify the Executive Committee whenever their personal information changes. The roster shall be updated at least semi-annually during the months of January and July. This roster shall be available to all members. Copies of the roster shall also be distributed to the Sheriff’s Office and to the St. George Police Dispatch Center. This roster will be used as a tool to assist in call-outs; the exact format shall be determined by the Executive Committee. The Sheriff's Liaison will maintain the membership roster.

3.13 National Organization Memberships

The Sheriff's Office will pay membership fees to national organizations such as MRA (Mountain Rescue Association) and NASAR (National Association of Search and Rescue), within budget constraints. If any member wishes to join other state or national organizations, the membership fees of those organizations shall be borne by the individual member. Dues will not be paid for inactive members.

3.14 Sheriff’s SAR Organization

All active members of the WCSSAR will also be members of the Utah Sheriffs' Association SAR Organization. The Sheriff's Office will pay dues for the State SAR.

3.15 Uniforms, Emblems and Logos

All official emblems (e.g., SAR Logos, Mountain Rescue Association Circles, etc.) and logos utilized by WCSSAR must be approved in writing by the Sheriff upon the recommendation of the WCSSAR Board. All official symbols and emblems of the Sheriff's Office are the property of the Sheriff's Office and must be returned to the WCSSAR board upon any member's termination. Only current, approved WCSSAR members may display official emblems and represent their association with the Sheriff's Office.

Article 4, Specialized SAR Teams

4.1 WCSSAR Specialized Skill Teams

The Ground Teams are the foundation of WCSSAR operations. Specialized teams may be developed for technical rescues that require additional training and skills. Currently authorized WCSSAR teams are:

4.1.1 Ground Teams

Ground Teams are responsible for ground searches, and rescues and recoveries as appropriate.

Required skills — See team standards.

Required training — See team standards.

Required personal equipment — See team standards.

4.1.2 Dive Teams

Dive teams specialize in water rescue and recovery**.**

Required skills — Must be rescue diver certified or above to be a diver on the team.

Required training — See team standards.

Required personal equipment — Full set of scuba equipment. (see team standards for specific list)

4.1.3 High Angle Teams

High Angle Teams are responsible for rescues involving technical rigging, rock climbing or rappelling.

Required skills — See team standards.

Required training — See team standards.

Required personal equipment — Helmet, harness, head lamp, carabiners, and rappel device.

(see team standards for more detailed list)

4.1.4 Swift Water Rescue Teams

Swift Water Rescue Teams are responsible for river and swift water searches, rescues and recoveries as appropriate.

Required skills – See team standards.

Required training – Swift Water Operations and/or Swift Water Technician as appropriate.

Required personal equipment – See team standards.

4.1.5 K9 Team

K9 Rescue Teams are responsible for K9 Training and K9 Searches as appropriate.

Required skills – See team standards.

Required training – See Team standards

Required personal equipment – See team standards.

4.1.6 Emergency Medical Services (EMS) Team

The Emergency Medical Services (EMS) Team is a State of Utah licensed Advanced Quick Response Agency. Washington County Sheriff's Search and Rescue (WCSSAR) operates in accordance with applicable provisions of the Utah Emergency Medical Services Act, Title 26, Chapter 8a, and associated rules and regulations.

Purpose – The EMS Team provides emergency medical care to individuals requiring assistance during search

and rescue operations, including victims and WCSSAR personnel.

Team Membership and Participation Requirements – The EMS Team shall not serve as a member's primary team assignment. All EMS Team members are required to maintain active membership in at least one additional WCSSAR operational team.

Members holding dual-team assignments shall meet and maintain all minimum training, participation, proficiency, and performance requirements established by both teams. Each member is responsible for maintaining the qualifications, certifications, and operational readiness necessary to perform their assigned duties within each team.

The leadership of both teams shall be informed of the member's dual-team assignment. Members must remain in good standing with both teams and fulfill the established responsibilities and participation requirements of each. Membership in the EMS Team does not exempt a member from any requirements or obligations associated with their other assigned team.

All EMS Team members shall complete the minimum Utah Search and Rescue basic training requirements during their nine-month probationary period.

Required Skills – Members shall meet the applicable State of Utah Bureau of Emergency Medical Services certification standards for their respective level of licensure or certification, including Emergency Medical Responder (EMR), Emergency Medical Technician (EMT), Advanced Emergency Medical Technician (AEMT), or Paramedic.

Required Training – EMS Team members shall maintain a current State of Utah EMS certification or license appropriate to their level of practice. Members shall complete a minimum of 20 hours of combined SAR team training during each calendar year. Qualifying training may include Ground Search, High Angle Rescue, Dive, Swift Water Rescue, and EMS training.

The annual 20-hour training requirement does not supersede or replace any additional training, participation, or proficiency requirements established by the member's other assigned response team. Members are responsible for satisfying the requirements of both teams.

Required Personal Equipment – Members shall maintain the personal protective equipment and operational equipment appropriate to their EMS certification level and in accordance with the Utah SAR Basic Equipment List and applicable team requirements.

Article 5, Meetings and Training

5.1 Quarterly Meetings

The quarterly meeting of WCSSAR shall be held on the first Wednesday in February and every 3 months thereafter in a calendar year. Meetings shall begin at 7:00 p.m. and will be held in the training room of the Sheriff’s Office, unless announced differently to the general membership by the Executive Committee. The quarterly meetings shall cover official business of the WCSSAR and/or practical training as necessary. All skill groups will meet together for general business and updates. Individual groups may then meet for specific business and/or training. All classroom training sessions shall be open to any member of WCSSAR.

5.2 Practical Training

Practical training sessions shall be scheduled monthly or as necessary. Additional practical training sessions shall be scheduled as necessary. Since we are expected to operate in all weather conditions, training sessions will not usually be canceled on account of inclement weather unless safety or some other overriding concern is an issue. Members must participate during training to receive credit for that training.

5.3 Required Practical Training

Practical Training shall consist of training directly useful to SAR work. The following list of Training

Sessions does not represent a complete list of all SAR training. The listed Sessions marked with an

asterisk are required Training Sessions and must be attended by all members when made available. It is expected that some Training Sessions will cover more than one topic, and that at any given Training Session, there may be several different sessions taught simultaneously. Training Sessions must include those areas needed for the Utah Sheriffs' Association SAR Board. In no particular order, the standard training shall consist of the following:

- Bloodborne Hazards and Personal Protection*
- Basic First Aid and CPR (first responder level, patient packaging, litter loading, and attending.) *
- County Orientation, Map, Compass and GPS*
- Hazardous Materials Awareness*
- Basic Survival*
- Defensive Driving*
- Basic Incident Management and Communications*
- Professionalism and Gender Sensitivity*

Additional training subjects may include but are not limited to:

- Mock Search (field) and Search Strategy (classroom)
- Helicopter Operations
- Underwater Search
- Underwater Recovery/Salvage
- Ice Diving
- Swift Water (this includes water crossings, boats and haul lines, throw bags, tag lines, boogie boards, etc.)
- Raising/Lowering systems, Litter Attending in High-Angle Terrain
- Scree Evacuation and Litter Attending
- Rappel and Ascending. (both clean and past knots)

- Tyrolean Traverse (with an attended litter and with individual personnel, also vertical pick-off)
- Tension Traverse (with a litter and attendants)
- Aid Climbing
- Ice Climbing
- Snow Anchors (bollards, pickets, flukes, Deadman, etc.)
- Avalanche Transceiver Search and Probe Line Search
- Avalanche Forecasting and Travel in Avalanche Terrain
- Winter Patient Packaging and Transport
- Snow Cat Operation
- Winter Travel: Snowmobiles (accreditation ride)
- Winter Travel: Snowshoes or Skis
- Winter Travel: Steep Snow and Ice with Crampons and Ice Axes, Ice Axe Self-Arrest
- Winter Survival: Snow Caves/trenches/Etc.
- 4X4 winch and Snatch-um Strap Usage, OHV Operations, Litter Hauling/Transport
- Logistics/Support: Operation and Function of specialized equipment (generators, search lights, radios, Incident Command vehicles)
- Dog Handling and Training

5.4 Out of Area Training

If the budget allows, the Sheriff will consider assisting with the cost of attending out-of-area training for WCSSAR members. Members with inactive or probation status will not be considered for training assistance. Out-of-area training requests will be reviewed and approved by the Executive Committee in accordance with WCSO and Washington County Travel Training policy. All out-of-area training requests supported by WCSSAR and/or the Sheriff must be accompanied by a training request form indicating:

1. Time, date, and location of training.
2. Training agenda or training outline and credentials of training institution or instructors.
3. Itemized costs for training, travel, lodging and per diem.
4. Official funds used for training may only be disbursed in accordance with Washington County policies and ordinances.

After-action training reports must be completed and attached to all receipts returned to WCSSAR. The training report and all receipts must be given to the SAR Liaison within 15 days from the conclusion of the training. Any requests for reimbursements after 15 days will be taken to the Executive Committee for consideration. The report must include copies of any certificates received.

5.5 Annual Physical Fitness and Pack Test Requirements

All Search and Rescue members assigned to the Ground Search or High Angle Rescue Teams must successfully complete an annual pack test to demonstrate the physical fitness, endurance, and operational readiness needed to safely and effectively perform their assigned duties.

Annual Pack Test Standards – The annual pack test shall be conducted in accordance with the following requirements:

- **Distance:** 3 miles
- **Required Weight:** A 45-pound pack or weighted vest.
- **Time Limit:** The required distance must be completed in 45 minutes or less.
- **Movement Requirements:** Participants must walk the entire distance. Running, jogging, skipping, or any movement in which both feet are off the ground at the same time is strictly prohibited. At least one foot must remain in contact with the ground at all times.

Members must complete the test within the established time limit while carrying the required weight and following all movement requirements.

Alternative Physical Fitness Requirements – Other specialized response teams may establish separate annual physical fitness assessments appropriate to their specific operational duties and physical demands. Successful completion of an approved team-specific assessment shall satisfy the annual physical fitness requirement for members assigned to those teams.

Exemption for Experienced Members – Members with more than ten (10) years of service who have achieved Technician-level status can be exempt from the annual pack test requirement. This exemption recognizes their extensive operational experience, advanced technical qualifications, and demonstrated proficiency in search and rescue operations. However, if the member still wishes to participate in physically demanding rescues that require them to hike into a patient or assist with packing a patient out of an area, they are still required to demonstrate their physical fitness by passing the pack test.

Exempt members shall remain responsible for maintaining the physical fitness, operational readiness, and proficiency necessary to safely and effectively perform their assigned duties. This exemption applies specifically to the annual pack test and does not waive any other applicable team-specific physical fitness, training, or operational requirements.

Article 6, Finances

6.1 Dues and Fees

The WCSSAR is a volunteer organization. There are no dues or fees to be a member beyond the cost of maintaining required personal equipment and donating personal time to training sessions, meetings, and mission call-outs.

6.2 WCSSAR Accounts

The Sheriff's Office shall maintain the account(s) for WCSSAR. Individual groups within WCSSAR may not have WCSSAR accounts outside of the Sheriff's Office, unless approved by the Sheriff and the Washington County Clerk's Office.

6.3 Funding and Fund Raising

Funding and fundraising activities shall be coordinated through and by the Sheriff's Office. Members are encouraged to participate for the betterment of WCSSAR, but such events will not be counted towards the attendance requirements.

6.4 Expenditures.

All purchases must follow the current Washington County Purchasing Policies and Procedures. WCSSAR monies shall be expended for the following:

- Training, equipment, or any other purpose that furthers the capabilities or safety of WCSSAR deemed necessary by the Executive Committee.
- Any SAR purpose approved by the Sheriff or his designee.

6.5 WCSSAR Raised Funds

The Executive Committee may approve the disbursement of WCSSAR raised funds not to exceed $1000.00. Any larger dispersal of WCSSAR raised funds must follow the current Washington County Purchasing Policy and Procedure prior to dispersal.

6.6 Pay-Per-Call Program

On January 1st, 2022, the Sheriff and Washington County started a Pay-Per-Call Program. This program is to compensate members for their time and use of equipment on SAR Callouts. There is also a de minimis amount for attending Monthly SAR Training. No members on a trial, prospective, or probationary status are eligible for this program.

The program is as follows:

To be included in the compensation program, a SAR responder must complete the Utah Sheriff's Basic SAR Training (40 hours), regardless of the discipline they are participating in. For Pay- Per-Call to apply, the SAR Member must be on an authorized Search and Rescue or Event. They must arrive at the Incident Command and sign in and sign out on the Pay-Per-Call log. SAR responses where the rescue is canceled prior to arrival at the Incident Command do not qualify for Pay-Per-Call.

The three levels of compensation will be determined by the Time of Service, Advanced Certifications achieved, or a combination of both. The three levels are $50.00, $75.00, and $100.00. This will be paid per call. Training compensation is limited to the monthly training compensation authorized under section 6.6.3. 0 to 9 months is a probationary period, and the responder will not be given compensation from this program during that time.

6.6.1 *Time of Service*: Time in service will advance the SAR responder through the levels of compensation.

0 to 9 months- $0 compensation

9 months- 3 years- $50 per call

3 years to 7 Years- $75.00 per call

7+ years- $100.00 per call

6.6.2 *Advanced Certificate*:

Responders can advance through the compensation levels by achieving advanced certificates (Operations/Technician Levels). A list of these certifications is included at the end of this document. This list is not comprehensive, and certificates can be added to the list by the Sheriff or his designee.

0 to 9 months- $0 compensation regardless of certificates

Awareness/Basic Level in any Discipline - $50.00 (after completion of Utah Sheriff's Basic SAR Training and 9 mos. Probationary period)

Operations Level/Advanced Certificate in any of the below listed disciplines. - $75.00 (once completed probationary period)

Technician Level in any discipline, Team leader, assistant team leader, or 2 or more Operations level or higher certifications in multiple disciplines, and 3 + years of service in SAR - $100.00

Disciplines and Advanced Certificates: This is a general list of certificates and training classifications. The lists below show the Basic Level of training in each discipline. Advanced levels are also listed and, when completed, would count toward advanced certificates. The Sheriff or his designee can at any time add to or take away from the list. Basic certificates are required by the various disciplines and are not considered advanced or additional certifications.

Ground Team (East and West):

Awareness Level – Basic Cert. (Intro to GPS/Land Navigation, Basic Off-Road Vehicle Operations, Hiking/Self Care and preparedness, Radio Ops, Deployment and safety)

Operations Level – Advanced Cert. (Man Tracker Course 3, Advanced Off-Road Vehicle Operations Snow/Mud/Difficult Terrain, Overnight SAR Operations and preparedness, Wilderness First Aid Cert.)

Technician Level – Advanced Cert. (Advanced GPS/Land Navigation (Compass and Maps), Man Tracking 1 and 2, Advanced Survival Techniques, Pass Wildland FF Pack Test.

Swift Water Team:

Awareness Level – Basic Cert. (8 hours Swiftwater classroom, Gear familiarization)

Operations Level – Advanced Cert. (16-hour class, River training, shore-based rescues, Basic 3:1 Rigging)

Technician Level – Advanced Cert. (24 hours of class, River training, In-Water Rescues, Water Ropes and Advanced Rigging)

Medical Team:

Awareness Level – Basic Cert. (Wilderness First Aid, Wilderness First Responder)

Operations Level – Advanced Cert. (Utah State EMS Cert. Emergency Medical Responder, Emergency Medical Technician)

Technician Level – Advanced Cert. (Advanced EMT, Paramedic, Nurse, PA, Physician)

High Angle Team:

Awareness Level – Basic Cert. (Knots, Hitches, and Bends, HA Equipment familiarization, Backpack prep, Safety Procedures, Radio Ops, Ropes/Webbing/Prusik cord)

Operations Level – Advanced Cert. (Mechanical Advantage, Anchoring Systems, Ascending/Rappelling, Vortex System, Rope Protection, Basic Ropes Course)

Technician Level - Advanced Cert. (Raise and Lowering Systems, Victim Pick-off suspended, High Line/Guiding line Systems, Litter adjustments/management, Adv Ropes Course).

Dive Team:

Awareness Level – Basic Cert. (Certified Recreational Diver, Gear/Boat familiarization.)

Operations Level - Advanced Cert. (Tender Cert., Boat Ops, Surface Rescue Cert.)

Technician Level – Advanced Cert. (Public Safety Diver Cert., Dry suit/Full Face/Hazmat)

6.6.3 Monthly Training Compensation

All SAR members who attend monthly training will receive $25.00 compensation for their time. This only applies to full membership after probationary time and completion of all required minimum training/certification.

6.6.4 Other Pay-Per-Call Events

Throughout the year, SAR is tasked with various events to provide safety, security, and rescue. Each event will be evaluated by the Sheriff or his designee and approved for Pay-Per-Call eligibility on a case-by-case basis. Some events may not be eligible for this program.

6.7 Fuel Policy

The Washington County Sheriff Search and Rescue's fuel policy is as follows:

6.7.1 – The Fuel Policy only applies to a Search and Rescue where the SAR Member arrives on scene at the Incident Command and signs in on the tracking log. If the SAR is canceled prior to on-scene arrival, the fuel assistance does not apply. For SAR Training and other SAR Events, prior approval by the Sheriff or his designee is required for fuel assistance.

6.7.2 – Following an authorized search and rescue incident, SAR Members who responded to and participated in the rescue may receive fuel assistance for their personal vehicle (truck, car, UTV, ATV, motorcycle, watercraft, etc.) used during the incident. To qualify, the vehicle must have been driven to and utilized during that specific search and rescue operation.

Eligible SAR Members may receive fuel at a location designated by Incident Command and SAR Leadership or may be reimbursed for a reasonable amount of fuel, not to exceed 15 gallons per qualifying vehicle per incident, based on the vehicle's actual use during the operation. The amount of fuel provided or reimbursed shall be reasonable and proportionate to the fuel consumed in connection with the incident.

Any fuel assistance exceeding 15 gallons must receive prior authorization from the SAR Liaison. If the SAR Liaison is unavailable, authorization may be obtained from another Washington County Sheriff's Office supervisor. Fuel exceeding this limit without the required authorization shall not be eligible for reimbursement.

6.7.3 – Search and Rescue Liaisons and Leadership will have a Washington County Fuel Card issued to them. They are responsible for the fuel dispensed and must ensure this policy is followed. Any variation to the fuel policy must be authorized by the Sheriff or his designee.

6.7.4 – All SAR Members are to use their own personal PIN to fuel at the pump. If they do not have a PIN, they may temporarily use the SAR Executive Committee Member's PIN or the SAR Liaison's PIN.

Violation of the Fuel Policy will be addressed by the SAR Disciplinary procedures.

Article 7, Officers, Executive Committee and Standing Committees

7.1 Officers

The WCSSAR officers shall include a Commander, an Assistant Commander, Logistics Officer (at the Commander's Discretion), Dive Team Leader, High Angle Team Leader, East Ground Team Leader, West Ground Team Leader, Swift Water Team Leader, EMS Team Leader, Sheriff's Office Liaison, and Assistant Team Leaders. WCSSAR officers shall typically agree to at least a four-year commitment.

7.2 Election of Officers

The ("Officers") Commander and Team Leaders will be elected by the general membership to serve a term of four years. The election will typically be held at the third quarterly meeting of the calendar year. SAR team members can vote for the team leader of each team for which they meet the requirements to be considered an active member. To be considered an active member of a team, the member must meet the following requirements:

1. Members must be off probation and voted in as a full member of the team they are voting for.

2. Members must complete the required 20 hours of documented and approved annual training as specified in section 3.5.2. Training will be calculated on a rolling annual basis.

3. Members must attend 75% of quarterly meetings unless excused as specified in section 3.5.2.

4. Members must respond to at least 33% of all mission call-outs for the pertinent team as specified in section 3.5.3.

The Assistant SAR Commander, Assistant Team Leaders, and Logistics Officer are appointed by the elected Team Leaders and SAR Commander. Appointed positions expire upon the installment/election of new officers. If the SAR Commander or a Team Leader resigns or is removed from office, the positions they appointed also become vacant. The Sheriff appoints the Sheriff's Office Liaison. Any member who has concerns regarding elected or appointed positions is encouraged to consult privately with the current Executive Committee.

7.3 Executive Committee

The Executive Committee shall be composed of elected and appointed positions. Only one Executive Committee position can be held at a time by an individual SAR member. A secretary may also be provided by the Sheriff's Office.

7.3.1 The Executive Committee

- Meet quarterly to take care of official business. (Additional meetings can be called by the SAR Commander or Sheriff to address official business prior to the next scheduled meeting).
- Coordinate training schedules.
- Conduct planning.
- Accept recommendations from Team Captains regarding changes in member status based upon attendance, training, certification, and SAR Standards and Safety Violations.
- Review proposed amendments to bylaws. (Section 10.1)
- Conduct interviews for new members.
- Recommend changes to training, membership, or purchasing from donated funds by majority vote.
- The following positions are Voting Members of the Executive Committee: WCSSAR Commander, WCSSAR Team Leaders.
- The following are Non-Voting positions: WCSSAR Assistant Commander, Logistics Officer, Assistant Team Leaders, and WCSO SAR Liaison. Assistant Commander and Assistant Team Leaders can vote by proxy for their team if their respective Commander or Team Leader is not present at the Executive Meeting. In case of a tie vote on any issue, the Sheriff or the Sheriff's designee will cast the deciding vote.

7.4 Duties of the officers.

7.4.1 Commander

- Preside over all WCSSAR Executive Committee meetings and WCSSAR quarterly meetings and shall ensure that all of these Bylaws are enforced.
- Have general supervision over the affairs of WCSSAR.
- Represent the interest of WCSSAR to the Sheriff or Sheriff's designee.
- Make a comprehensive report to the membership at the fourth quarter meeting concerning the accounts and affairs of WCSSAR during the previous year.
- Complete ICS training including; ICS-700, ICS-800, ICS-100, ICS-200,

7.4.2 Assistant Commander

- Act as an assistant to the Commander and shall assume all duties of the Commander in the event that the Commander is absent.
- Must meet the ICS training requirements enumerated in 7.4.1

7.4.3 Logistics

- Shall be an assistant to the Commander and Assistant Commander.
- Shall coordinate with the SAR Liaison on WCSSAR equipment.
- Shall work with the SAR Liaison to maintain attendance and call-out statistics.
- Shall complete ICS training to include; ICS-700, ICS-100, ICS-200

7.4.4 Sheriff’s Office Appointed Secretary

- Act as an assistant to the WCSSAR Executive Committee.
- May take minutes of the WCSSAR Executive Committee meetings and the WCSSAR quarterly meetings. In lieu of the Secretary's attendance, meetings may be recorded.
- Submit pay per call paperwork to the county.

7.4.5 Sheriff's Office Liaison

- Act as the Sheriff’s Official Representative within WCSSAR.
- Complete ICS training including ICS-700. ICS-800, ICS-100, ICS-200, ICS-300.
- Report to the Executive Board quarterly on the WCSSAR financial status.
- Complete all major purchases for SAR utilizing the Washington County Purchasing Policy.
- Maintain all equipment owned by the Washington County Sheriff’s Office for SAR use.

7.5 Other Committees

The Sheriff, the SAR Coordinators/Liaison, or the Executive Committee may establish other committees as needed, such as a WCSSAR website or Historian.

Article 8, Unit Equipment

8.1 WCSSAR Equipment Use

All WCSSAR equipment is intended for emergency, training, or SAR use and must be available to WCSSAR at all times. Members may not borrow WCSSAR equipment for personal use without the express prior approval of the Sheriff or the Sheriff's designee, and notification to the Sheriff's Liaison.

The member must make sure that the SAR Liaison has signed out the equipment and checked it back in. Members with inactive or probation status will not be allowed to borrow WCSSAR equipment.

8.2 WCSSAR Equipment

WCSSAR equipment is all physical equipment purchased by WCSSAR funds, equipment donated to the WCSSAR, and equipment purchased for WCSSAR by the Sheriff's Office, regardless of the funding source. This equipment is owned and insured by Washington County. WCSSAR equipment does not include equipment purchased personally by members, or equipment purchased by the Sheriff's Office or WCSSAR as replacement for personal equipment damaged or destroyed in the course of operations. WCSSAR equipment shall be inventoried and accounted for on a yearly basis. Damage, loss, or theft of WCSSAR equipment shall be promptly reported through team leadership to the Executive Committee and SAR Liaison. The Executive Committee, through the Sheriff's liaison, shall ensure members return issued equipment upon termination of their association with WCSSAR.

8.3 SAR Personal Equipment

This section relates to the use of WCSSAR members' personal equipment on authorized trainings and call-outs. WCSSAR personnel utilize personal vehicles, UTV’s, ATVs, Motorcycles, snowmobiles, etc. They also use radios, GPS Devices, Backpacks, coats, ropes, and other small gear related to rescues. This policy applies from the start of a training or once a page is received and the member indicates they are responding until they are demobilized from the incident. The Washington County Sheriff’s Office encourages all members to have full vehicle coverage. Should a member, while on an authorized training or call out, damage their vehicle. The Washington County Sheriff’s Office will pay up to $1,000.00 of the member's insurance deductible. The SAR member must fill out a SAR Lost or Damaged Property Form and submit it to their team leader, SAR Commander, or the SAR Liaison. Upon review by the SAR Board or the sheriff, the claim will be paid with proof of insurance or the actual cost of the equipment loss. The Washington County Sheriff’s Office will submit the claim to the State of Utah SAR Board for reimbursement of damaged or lost equipment.

Article 9, Firearms

9.1 Firearms Authorization

No member of the WCSSAR shall carry a firearm under color of county authority unless he has complied with the following:

-He has met the training and qualification requirements set forth in this policy.

-The weapon to be carried has been inspected and approved by a department armorer or

firearms instructor.

-The weapon’s description and serial number are on file with the Sheriff’s Office Armorer.

9.2 Firearms Qualifications

Every WCSSAR member who wishes to carry a firearm while acting for the Sheriff must qualify and be certified, with his weapon, by a department firearms instructor at the regularly scheduled WCSSAR firearms qualification shoots each year. Members failing to meet this standard will not be allowed to carry a weapon while acting for the County.

9.3 Miscellaneous Firearms Regulations

9.3.1 Brandishing a Firearm

Members shall never brandish a firearm. Firearms shall not be removed from their holsters in a public building, except in designated areas, or in a public place except as required for personal defense, or to provide for the security of the weapon prior to entering a restricted area.

9.3.2 Firearms Security

Members shall provide reasonable security for all firearms located in vehicles during operations.

9.3.3 Lost or Stolen Firearms

If at any time a firearm, used during an incident, is lost or stolen, the responsible member shall file a report with the law enforcement agency having jurisdiction, by the quickest conveyance. A copy of the agency's report shall be routed promptly to the WCSSAR Commander.

9.3.3 Reporting Discharge of Firearms

All discharges of firearms under the color of WCSSAR authority shall be reported in writing to the Executive Committee for presentation to the Sheriff. This does not include the supervised discharge of firearms for training.

Article 10, Amendment or Repeal

10.1 Amendments

Amendments may be made to these Bylaws at any time at the discretion of the Sheriff or the Executive Committee with the approval of the Sheriff. Suggested amendments should be forwarded through Team Captains to the Executive Committee for review by the Sheriff. Amendments will become effective upon approval and signature by the Sheriff.