

## Police Service Steering Committee Contract Deputy Deployment Policy

POLICY # PSSC 08-01  
TOPIC: Deputies to fulfill Police Services Contracts  
DATE ADOPTED: Adopted by resolution during the March 4, 2008 special meeting  
EFFECTIVE DATE: This Policy will take operational effect on March 9, 2008

### PURPOSE:

The purpose of this policy is to establish a policy regarding:

- The basic qualifications of a Deputy Sheriff to fulfill Police Services Contracts.
- The level to which vacant positions are backfilled for contract fulfillment.
- The responsibility of paying the costs associated with backfilling vacant positions.

### POLICY GENERAL:

Personnel to fulfill police service contract deputy positions shall be a Deputy Sheriff or Field Training Officer as defined above. Recruit Deputy Sheriffs may be assigned to work in a contract area as a second person in a vehicle being trained by a Field Training Officer but that Recruit Deputy Sheriff **will not** be counted towards staffing within the contract area or counted toward police services contract fulfillment.

### DEFINITIONS:

Deputy Sheriff – A Deputy Sheriff is a Michigan Council on Law Enforcement Standards (MCOLES) certified through the basic police academy and has been approved by the Sheriff's Office for "Solo Patrol" (one person patrol unit assignment).

Field Training Officer (FTO) – A "Deputy Sheriff" as defined above who has been additionally trained as a Field Training Officer (FTO) responsible for the training and evaluation of Recruit Deputy Sheriff's.

Recruit Deputy Sheriff – A Recruit Deputy Sheriff is a MCOLES certified through the basic police academy and is receiving training and evaluation through the Sheriff's Offices Field Training Program and **is not** approved by the Sheriff's Office for "Solo Patrol" (one person patrol unit assignment).

Vacancy – As utilized in this policy is when a Deputy Sheriff position in a Contract Service Area is unstaffed, because the position was vacated due to an extended leave outside of regular benefit time off, such as; Injury, Extended Illness, Family Medical Leave Act, Military Leave, Administrative Suspension, Promotion, New Job Assignment or a termination of an employee.

Police Services Contract Area – A single jurisdiction or multiple jurisdictions involved in a contract relationship with the County and Sheriff for the provisions of law enforcement services within the jurisdiction(s).

### BACKFILLING VACANT POSITION:

- A. When there is a vacancy within a police service contract area for reasons other than regular use of benefit time off, for longer than two weeks, and the position cannot be filled with a Deputy Sheriff, that position will be backfilled at the expense of the County. During the first two weeks of a vacancy the contracting jurisdiction will have the right to determine if or to what level the vacancy will be backfilled at the local jurisdictions expense.
- B. In the event at the beginning of a calendar year there is a vacancy within a police services contract area for reasons other than regular use of benefit time off, the position will be backfilled from the first date of the vacancy at the expense of the County.