

Active Reserve Deputies

1305.1 PURPOSE AND SCOPE

This policy establishes the guidelines for Montgomery County Sheriff's Office active-reserve deputies to supplement and assist regular full-time sheriff's deputies in their duties. These deputies provide professional and special functions, and part-time services that can augment regular staffing levels.

1305.1.1 DEFINITIONS

Definitions related to this policy include:

Part-time deputy - A person who has a Law Enforcement Officer certification issued by the Commission and who provides law enforcement functions on a reserve basis for and is appointed by the Montgomery County Sheriff's Office.

1305.2 POLICY

The Montgomery County Sheriff's Office shall ensure that reserve deputies are properly appointed, trained and supervised and that they maintain the appropriate certifications and readiness to carry out their assigned duties.

1305.3 RECRUITMENT AND SELECTION

The Montgomery County Sheriff's Office shall endeavor to recruit and appoint only those applicants who meet the high ethical, moral and professional standards set forth by this office.

All applicants shall be required to meet and pass the same pre-employment procedures and backgrounds as regular full-time sheriff's deputies before appointment.

1305.3.1 APPOINTMENT

Applicants who are selected for appointment as reserve deputies shall, on the recommendation of the Sheriff, be sworn in and take the Oath of Office in accordance with the Oath of Office Policy and as required for the position.

Reserve deputies are considered at-will employees and may be dismissed at the discretion of the Sheriff, with or without cause. Reserve deputies shall have no property interest in continued appointment.

1305.4 IDENTIFICATION AND UNIFORMS

Reserve deputies will be issued Montgomery County Sheriff's Office uniforms, badges and identification cards. The uniforms and badges shall be the same as those worn by regular full-time sheriff's deputies. The identification cards will be the standard Montgomery County Sheriff's Office identification cards.

Part-Time Deputies

1305.5 AUTHORITY

Reserve deputies shall perform law enforcement officer duties within the scope of their approved training and have the authority to arrest as specified in the Law Enforcement Authority Policy.

1305.6 COMPENSATION

Reserve deputies are issued uniforms and all designated attire and safety equipment, as applicable to their positions. All property issued to part-time deputies shall be returned to this office upon termination or resignation.

1305.7 COMPLIANCE

Reserve deputies shall be required to adhere to all office policies and procedures. A copy of the policies and procedures will be made available to each reserve deputy upon appointment. The deputy shall become thoroughly familiar with these policies.

Whenever a rule, regulation or guideline in this Policy Manual refers to a regular full-time sheriff's deputy, it shall also apply to a reserve deputy, unless by its nature it is inapplicable.

Reserve deputies are required by this office to meet office-approved training requirements.

1305.8 FIREARMS

Reserve deputies shall successfully complete office-authorized and Commission-mandated training in the use of firearms.

Reserve deputies will not be issued duty firearms, this will be their responsibility.

Reserve deputies are required to maintain proficiency with firearms used in the course of their assignments. Reserve deputies shall comply with all training and qualification requirements set forth in the Firearms Policy and must supply their own ammunition.

1305.9 RESERVE DEPUTY COORDINATOR

The Field Services Director shall be responsible for the acquisition and allocation of reserve deputies.

The responsibilities of the coordinator or the authorized designee include, but are not limited to:

- (a) Assigning reserve deputies.
- (b) The FTO monitors the field training progress of reserve deputies.
- (c) The shift supervisor monitors individual reserve deputy performance.
- (d) Monitoring overall reserve deputy activities.
- (e) Reserve deputies assigned to the detention center and the courthouse will fall under the supervision of the appropriate supervisor of those divisions.

Part-Time Deputies

1305.10 FIELD TRAINING

All reserve deputies shall complete the same office-specified field training as regular full-time sheriff's deputies, as described in the Field Training Policy.

1305.11 SUPERVISION

Reserve deputies may perform the same duties as regular full-time deputies of this office provided they are under the direct or indirect supervision of a supervisor or deputy in charge. Reserve deputies shall never supervise a regular full-time deputy.

1305.11.1 EVALUATIONS

While in training, reserve deputies should be continuously evaluated using standardized observation reports. The reserve deputy will be considered a trainee until he/she has satisfactorily completed training. Reserve deputies who have completed their field training may be evaluated annually using performance dimensions applicable to the duties and authorities granted to that reserve deputy.

1305.11.2 INVESTIGATIONS AND COMPLAINTS

If a reserve deputy has a personnel complaint made against him/her or becomes involved in an internal investigation, the matter shall be investigated in compliance with the Personnel Complaints Policy.