

Point Roberts Resident Deputies

Policy Statement

The purpose of this special order is to provide guidelines and expectations for availability and schedules for deputies assigned to the Point Roberts resident deputy position. Although deputies assigned as Point Roberts resident deputies are required to reside on Point Roberts in accordance with the applicable collective bargaining agreement, they are free to travel away from Point Roberts as long as patrol coverage is coordinated with their resident partner, dispatch and/or supervisor as necessary, and as long as such absences don't become so frequent and/or extended so as to create an unreasonable burden on the Sheriff's Office's ability to respond to emergency calls within the community.

This order establishes the procedure for dispatching resident deputies to calls for service and to allow those deputies adequate, defined off-duty time. Due to the nature of the resident deputy position, those assigned need to be reasonably available and are subject to being called to respond to emergency calls at all times during their assigned work days. This order does not limit the ability of resident deputies to flex their schedule or availability based on hours worked as long as they work out coverage with their partner resident deputy and supervisor.

Persons Affected

Point Roberts resident deputies

Definitions

In Service - designates that the deputy is on duty and is available for calls. The deputy will advise dispatch of his/her status and, if necessary, how and where he or she can be contacted.

Out of Service - designates that the deputy is off duty and is on Point Roberts or other location during duty days and is available for contact. Calls for service should be triaged by the patrol supervisor before the resident deputy is called back to service.

Day Off - designates that the deputy is on a day off and may or may not be on Point Roberts. Calls for service needing a response should be directed to the other Point Roberts deputy who is available. Deputies will have a baseline schedule designating days off. In addition, the schedule will show what dates and times they begin and end their work week.

Availability and Time Off

This section describes the workweek and guidelines for ensuring adequate coverage of the area. Resident deputies will work together to provide availability and coverage during peak times and for community events.

Except for days off, resident deputies should either be working on Point Roberts or available to respond to calls for service via pager or phone in a timely manner.

Availability

In order to address work hours and quality of life concerns, calls from Point Roberts will be categorized as either non-emergent or emergent. Calls will be triaged by the on-duty supervisor to determine if a callout is necessary or if the call can be handled during the resident deputies' regular working hours. In addition, the supervisor may determine that the call will be handled by patrol deputies assigned to the main portion of Whatcom County.

During their workweek, resident deputies will reside in the County-provided housing, conduct regular patrols, and remain available for contact and/or response to emergent calls that require an immediate response

If a call is deemed to be non-emergent and not requiring an immediate response, the supervisor will direct dispatch to advise the reporting party that a deputy will handle the call the next day when he or she is available.

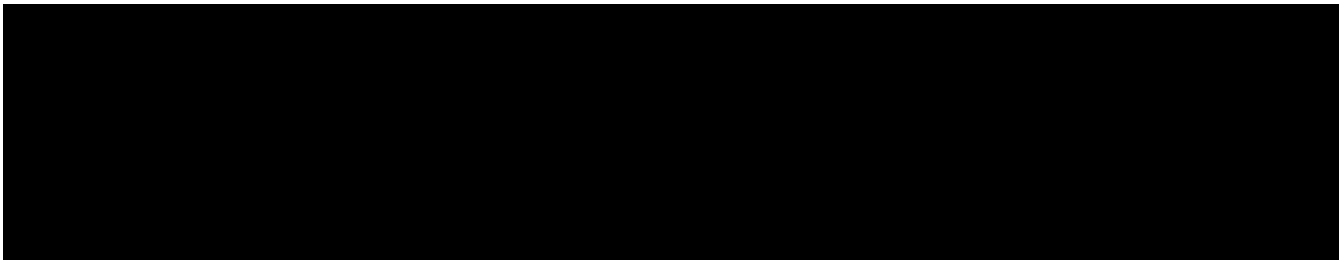
Days Off

During all designated **days off** and vacation, resident deputies are not required to remain on Point Roberts. The schedule will reflect the date and time that the resident deputies will begin and end their regular days off.

Schedule

The following schedule will provide a baseline for days off, as well as provide guidelines and understanding of availability for both resident deputies and supervisors. In accordance with the collective bargaining agreement, the workweek and days off shall be established so as to provide maximum service to the area.

Baseline day off schedule (five-day work period)



*Resident deputies have the ability to flex their schedule to provide maximum service to the community and to accommodate a specific need or time off adjustment on a case-by-case basis. Making adjustments to their workweek requires that they coordinate with their partner resident deputy to maintain coverage, as well as obtain the concurrence of their supervisor.