

**BYLAWS OF
KERN COUNTY SHERIFF'S
MOUNTED SEARCH AND RESCUE GROUP
Adopted on November 13, 2012**

STATEMENT OF PURPOSE

The purpose of the corporation is to perform search and rescue activities for the public pursuant to the direction of the Kern County Sheriff.

Should dissolution of the Kern County Sheriff's Mounted Search and Rescue Group be necessary, none of the assets of the organization will be distributed to its members. All assets at the time of dissolution shall be donated to a worthy charity exempt from tax pursuant to Internal Revenue Code Section 501 (c) (3) and acceptable to a majority of the members present at the final meeting.

ARTICLE I

MEMBERSHIP

SECTION 1 – CODE OF CONDUCT AND ETHICS

Whereas, the Kern County Sheriff's Mounted Search and Rescue Group is a tax-exempt organization under 501 (c) (3) composed of adult volunteers, and is thus dependent upon contributions to fund its operations and the purchase of equipment in furtherance of its mission, the conduct and ethical standards of its members must be above reproach. The mere hint of impropriety could jeopardize the positive image and goodwill the Kern County Sheriff's Mounted Search and Rescue Group enjoys within the community and also negatively affect its fund-raising efforts.

This Code of Conduct and Ethics strives to deter wrongdoing and, to that end, promote the following objectives:

1. Honest and ethical conduct, including the handling of actual or apparent conflicts of interest. A conflict of interest exists when:
 - A real or perceived private interest of a director, officer, or member is in conflict with the interests of the Kern County Sheriff's Mounted Search and Rescue Group,
 - Any such individual receives improper personal benefits as a result of his or her position with the Kern County Sheriff's Mounted Search and Rescue Group,

- The individual has other duties, loyalties, responsibilities, or obligations that are, or may be viewed as being, inconsistent with the Kern County Sheriff's Mounted Search and Rescue Group.

The Board of Directors reserves the right to determine whether certain activities constitute a conflict of interest.

2. Compliance with laws. Each director, officer, and member is expected to be in full compliance with the letter and spirit of all applicable laws, rules and regulations.
3. Protection of the Kern County Sheriff's Mounted Search and Rescue Group assets. Assets include financial assets, other tangible property and confidential information. The Kern County Sheriff's Mounted Search and Rescue Group's name, assets, and information belong to the Group and not to any individual regardless of position in the Group.
4. Appropriate Behavior. The Kern County Sheriff's Mounted Search and Rescue Group is dedicated to promoting a social environment among its members that is free from ethnic, religious, racial, sexual harassment, threats of harm, intimidation, or violence.

Violations of this Code of Conduct and Ethics may result in disciplinary action.

SECTION 2 - QUALIFICATIONS

1. Admission to membership shall be written application and accompanied by the initiation (processing) fee established by the Board of Directors.
2. The number of membership of the group shall be set at 75 qualified, active members.
3. Requirements for membership in this Corporation shall be as follows:
 - a. Applicants must be approved by the Kern County Sheriff's Office in accordance with section C-100 of the Kern County Sheriff's Office Search and Rescue Policies and Procedures.
 - b. Applicants must be approved by a majority vote of the members present at a regular meeting of the Kern County Sheriff's Mounted Search and Rescue Group.
 - c. Applicants shall serve a probationary period of one year in accordance with Section C-200 of the Kern County Sheriff's Office Search and Rescue Policies and Procedures before being admitted to full membership.
 - d. Each applicant/member must own and have sole control of their mount. The leasing of a mount for 12 consecutive months shall be sufficient to satisfy the requirement that an applicant/member own his/her own mount for the purpose of membership in this Corporation.
 - e. Each applicant/member must have full time access to a tow vehicle and horse trailer.

- f. Annually, each member must personally qualify a mount they intend to use in search activities during a proficiency examination by the certification committee appointed by the Board of Directors in accordance with Exhibit "A" of these By-Laws. A mount that has not been previously certified must serve a probationary period of one year and must be utilized on a minimum of 50% of all qualifying activities, to include call-outs, trainings, or public relations events, during the probationary year before attaining the status of "Certified".
- g. Stallions are not eligible for Kern County Sheriff's Mounted Search and Rescue Group certification.
- h. Leave of Absence status is attained in accordance with Section C-300 of the Kern County Sheriff's Office Search and Rescue Policies and Procedures.
- i. All members shall be required to furnish and maintain a uniform as designated in Section G-510 of the Kern County Sheriff's Office Search and Rescue Policies and Procedures.
- j. All members shall be required to follow all of the policies and procedures specified in the Kern County Sheriff's Office Search and Rescue Policies and Procedures.
- k. Support members are those individuals who help the Kern County Sheriff's Mounted Search and Rescue Group but do not own a Certified Mount. Support members will consist of up to five individuals. Support members will follow all sections of these Bylaws and Kern County Sheriff's Office Search and Rescue Policies and Procedures except for the requirements to own and certify a mount. Support members shall not be allowed to hold office as an officer of this corporation.
- l. All members of the Kern County Sheriff's Mounted Search and Rescue Group should strive to attain the requirements stated in the Law Enforcement Mutual Aid Plan (SAR) Annex, Mutual Aid Guidelines, Search and Rescue Mounted Teams, published by the California Emergency Management Agency (Cal EMA), Law Enforcement Branch. This is to ensure members meet the requirements set forth by Cal EMA and the Kern County Sheriff's Office and to ensure members are properly trained and skilled to perform SAR operations.

SECTION 3 - DISQUALIFICATION OF MEMBERSHIP/TERMINATION

- a. Members may be terminated in accordance with Section C-400 of the Kern County Sheriff's Office Search and Rescue Policies and Procedures.
- b. Members may be terminated for failing to pay any valid financial obligation charged to him/her within ninety (90) days from the date charged. This includes dues and any assessment that the majority of the members present approves at any regularly scheduled meeting.
- c. Probationary members may be terminated in accordance with Section C-200 of Kern County Sheriff's Office Search and Rescue Policies and Procedures.

d. The Board of Directors may recommend termination of membership, or other disciplinary action to the SAR Coordinator in accordance with Section C-200 and Section C-400 of the Kern County Sheriff's Office Search and Rescue Policies and Procedures. Termination of membership, or other disciplinary action, shall be addressed by the Board of Directors in a closed meeting (executive session) pursuant to Article I, Section 4-f, and shall be recommended by a two-thirds (2/3) majority vote of the Directors in attendance.

Following the above-described recommendation by the Board of Directors that a member shall have his/her membership terminated, but before such termination, the Board shall schedule a hearing at which the affected member may appear in person or may submit a written statement.

Notice to the affected member shall be provided, in writing, at least fifteen (15) days in advance of the hearing. The written notice shall be sent by certified mail to the last address provided by the affected member. The hearing shall be scheduled at least seven (7) days prior to the date of termination of membership.

Termination of membership does not relieve a person from an obligation incurred as a member before termination.

SECTION 4 - MEETINGS OF MEMBERSHIP

- a. Unless otherwise ordered by the Board of Directors, regular meetings of this organization shall be held in accordance with Section F-100 of the Kern County Sheriff's Office Search and Rescue Policies and Procedures at the place selected by the Captain. Meetings falling upon a holiday shall be postponed seven days.
- b. Special meetings of this organization may be called by the Captain or the Kern County Sheriff, or designee.
- c. The current edition of Robert's Rules of Order shall govern all proceedings of said meetings.
- d. The Order of Business shall be:
 1. Call the meeting to order;
 2. Pledge of Allegiance to the flag;
 3. Call of the Roll;
 4. Introduction of Guests;
 5. Reading and approval of minutes from the previous meeting;
 6. Reports of committees;
 7. Reports of the Captain of business transacted since the previous meeting of the Board of Directors;
 8. Applications and/or balloting for membership;
 9. Unfinished business;
 10. New business;
 11. General discussion for Good of the Order
 12. Adjournment.

- e. The annual meeting shall be held in April of each year. The annual financial report will be submitted by the treasurer during this meeting and dues will be established for the year retroactive to January 1st of each year.
- f. Closed (or executive) meetings of the board of directors may, from time to time be necessary to deal with confidential issues concerning the Kern County Sheriff's Mounted Search and Rescue Group; however, at no time may the board of directors retire to executive session unless at least one of the following is to be discussed:
 - (a) Litigation which the Kern County Sheriff's Mounted Search and Rescue Group currently faces, or anticipates facing.
 - (b) Disciplinary issues of a member of the Kern County Sheriff's Mounted Search and Rescue Group.

No other issue may be discussed in a closed session. In order to conduct other business, the board must do so before retiring to a closed session or after returning to a regular session.

In accordance with Robert's Rules of Order, minutes of a regular session of the board of directors shall reflect when the board retires to a closed session. Minutes of the executive session shall be kept by the secretary. Those minutes shall not be released to the membership unless by a majority vote of the entire board of directors. Minutes of a closed board meeting will be read and approved by the board members who attended the meeting. Those minutes shall be kept separately from the minutes of other meetings.

ARTICLE II

DIRECTORS

SECTION 1 - POWERS

Subject to the limitations of the Articles of Incorporation, of these By-laws and of the laws of the State of California, all corporate powers shall be exercised by and the business affairs of this corporation shall be controlled by the Board of Directors.

SECTION 2 - NUMBER AND QUALIFICATION

- a. The authorized number of this Corporation shall be eight (8), consisting of the Captain, Operations Lieutenant, Administrative Lieutenant, immediate Past Captain, three (3) other Directors, elected by secret ballot of the membership present at the December meeting, and a Sheriff's Office Representative who is an ex-officio, non-voting director. Only one support member is authorized to serve as Director at any time. Only members of this corporation, in good standing, are eligible for elected office.
- b. Nominations for Captain, Operations Lieutenant, Administrative Lieutenant, and vacant Director (s) positions shall be opened at the November meeting and closed at the December meeting. After nominations have been closed at the December meeting, nominees shall be voted upon by secret ballot of the membership present. Newly elected officials and directors take office immediately after election. The term of office for Captain, Operations Lieutenant and Administrative Lieutenant shall be one (1) year. Captains may not exceed two consecutive terms. The term of office for the three (3) directors shall be two (2) years. Directors shall not succeed themselves. A member who has not attained a minimum of 50% annual meeting attendance and 50% annual training participation, for any reason, by the close of nominations at the December meeting shall not be eligible to hold elected office.
- c. At the initial election, three (3) directors shall be elected. The two (2) receiving the most votes shall serve for a period of two (2) years and the other one (1) shall serve for a period of one (1) year.
- d. Any vacancy in the elected directorate, for any reason, shall be filled by a majority vote of the remaining directors present at a meeting of the Board. Each director so elected shall hold office for the remaining term of the director being replaced.

SECTION 3 - MEETINGS

Meetings of the Board of Directors shall be held from time to time and at the location

Designated by the Captain, or during the Captain's absence and in case of emergency by the Operations Lieutenant. Regular meetings of the Board of Directors shall be held immediately prior to any regular meeting of the membership. No notice need be given of such regular meeting of the directors.

SECTION 4 - QUORUM AND VOTE

A majority of Directors, as fixed by these By-Laws, shall be necessary to constitute a quorum, for the transaction of business. The action of a majority of the Directors present at any meeting at which there is a quorum, when duly assembled, is valid as a corporate act.

ARTICLE III

OFFICERS

SECTION 1 - OFFICERS

The officers shall be a Captain, and Operations Lieutenant, an Administrative Lieutenant, Secretary, Treasurer, Training Officer and other officers as needed in accordance with Section D-100 of the Kern County Sheriff's Office Search and Rescue Policies and Procedures. The Captain, Operations Lieutenant and Administrative Lieutenant shall be elected by the members in accordance with Article II, Section 2 of these By-Laws. The Treasurer is to be adequately bonded.

SECTION 2 - REMOVAL AND RESIGNATION

A Director, Captain, Operations Lieutenant and/or Administrative Lieutenant may only be removed by secret ballot after proper notification and by the consent of a two-thirds majority vote of the membership present at a regular or specially called meeting pursuant to the approval of the SAR coordinator. Other officers may be removed by a majority vote of the Board of Directors present at a regular or specially called meeting. Any Director or Officer may resign at any time by giving written notice to the Board of Directors, Captain, Operations Lieutenant or Administrative Lieutenant, which Resignation shall be effective on the date specified in the written notice.

SECTION 3 - CAPTAIN

- a. The Captain shall be the chief executive officer of this Corporation and shall have general supervision, direction and control of the business affairs of the Corporation. The Captain shall preside at all meetings of the members and of the Board of Directors. This member shall appoint and be an ex-officio member of all committees and shall have the general powers and duties of management usually vested in the office of president of a corporation, and shall have such other powers and duties as may be prescribed by the Board of Directors.

- b. The Captain is the highest ranking member within the Group and is the apex of the Group chain of command. This member shall achieve Search and Rescue Goals through delegation of duties.
- c. The Captain is responsible for maintaining a close working relationship with the Sheriff's Office Search and Rescue Coordinator.
- d. The Captain, or anyone serving in his capacity, should he/she deem it necessary to the best interest of the Kern County Sheriff's Mounted Search and Rescue Group, shall have the unquestioned authority to postpone any action that may be brought on the floor at a regular meeting until the following meeting for further discussion or vote.
- e. Any contingencies not covered by the By-Laws shall be left at the discretion and decision of the Captain.

SECTION 4 - OPERATIONS LIEUTENANT

- a. The Operations Lieutenant shall, in the absence of or disability of the Captain, perform and exercise the powers and duties of the Captain.
- b. The Operations Lieutenant is second in command in the Group rank structure. The tasks assigned to this person are generally those as directed by the group's procedures and by the direction of the Captain.
- c. The Operations Lieutenant will supervise and oversee the duties of the Training Officer and/or Training Committee.
- d. The Operations Lieutenant is tasked with the important assignment of formulating, acquiring, instituting, and documenting the training activity of the Group.

SECTION 5 - ADMINISTRATIVE LIEUTENANT

- a. The Administrative Lieutenant shall supervise and oversee the duties of the group Secretary and Treasurer.
- b. The Administrative Lieutenant is the third ranking officer in the Group rank structure.

SECTION 6 - SECRETARY

Under the direction and supervision of the Administrative Lieutenant, the Secretary will keep, or cause to be kept, a book of minutes in which shall be recorded all meetings of Directors and members. In addition this officer is responsible for ensuring the maintenance of group rosters, the mailing list of the membership, complete Search and Rescue call out reports, process the group's personnel actions and perform other

duties at the discretion of the Captain.

SECTION 7 - TREASURER

Under the direction and supervision of the Administrative Lieutenant, the Treasurer shall keep and receive all of the funds of the corporation and pay them out on the check of the corporation, signed in the manner authorized by the Board of Directors. This person will prepare an accounting of the financial activity of the Group and present it to the Board of Directors for approval.

SECTION 8 - TRAINING OFFICER

The Training Officer is tasked with the important assignment of formulating, acquiring, instituting, and documenting the training activity of the Group. The Training Officer shall perform the duties as assigned and support the Operations Lieutenant. The duties of the position may also be fulfilled by the establishment of a training committee.

SECTION 9 - OTHER OFFICERS

Other Officers, including Team Leaders for outlying communities and areas, as needed to achieve the Search and Rescue mission may be established in accordance with Section D-100 of the Kern County Sheriff's Department Search and Rescue Policies and Procedures.

ARTICLE IV

CORPORATE RECORDS

SECTION 1- RECORDS

The Corporation shall maintain adequate and correct accounts, books, and records of its business and properties.

SECTION 2 - INSPECTION OF BOOKS AND RECORDS

All such books and records shall be open to the inspection of the members.

SECTION 3 - CHECKS, DRAFTS, ETC.

All checks, drafts, or orders for payment of money, notes or other evidence of

indebtedness issued in the name of or payable to the Corporation shall be signed or endorsed by such person or persons and in such manner as shall be determined from time to time by resolution of the Board of Directors.

SECTION 4 - LARGE EXPENDITURES

Any expenditure by the Board of Directors in excess of \$500.00 shall be approved by a two-thirds majority vote of the members present at a regular or specially called meeting of the members.

SECTION 5 - CONTRACTS

The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the Corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Board of Directors, no officer, agent or employee shall have any power or authority to bind the Corporation.

ARTICLE V

DUES AND ASSESSMENTS

1. The amount of initiation fee and annual dues shall be fixed by the Board of Directors and are to be effective after approval by a majority of the members present at the annual meeting, or a regular meeting of the members.
2. Any assessment levied by the Board of Directors, in the interest and for the benefit of the membership as a whole, and approved by a majority vote of the members present at any regular meeting shall be applied to all dues-paying members.

ARTICLE VI

AMENDMENTS TO BY-LAWS

Motions to amend the By-Laws, either by members or directors, may be presented at any regular meeting of the membership and be voted upon at the following meeting of the membership. Notice of intention to amend and a copy of the proposed amendment shall be mailed or emailed by the Administrative Lieutenant to each member ten (10) days in advance of the said meeting. To amend the By-Laws, a two-thirds majority vote of the members present is required.

EXHIBIT "A"

PROFICIENCY EXAMINATION

SECTION 1 – MOUNTED RIDER

1. Purpose: The objectives of the proficiency examination are to:
 - a. Evaluate equestrian skills and horsemanship required for the safe conduct of SAR and public relations operations.
 - b. Evaluate suitability and training level of the mount to support the SAR mission and related activities without jeopardizing the member or Group or public safety.

2. Scoring:
 - a. All exercises must be successfully completed in order to be certified. If a horse and rider fail two (2) or fewer exercises they may be conditionally certified pending the passing of the failed exercises. The failed exercises must be retested and successfully completed at the next regularly scheduled training.
 - b. The horse and rider will fail the examination if they fail three (3) or more exercises. The team may test again at the next regularly scheduled proficiency examination.
 - c. When judges determine a horse and rider need further training outside the scope of the certification in order to complete an exercise for which a time limit has not been specified, the judges may fail the team on that exercise and direct the team to proceed to the next test point.

3. Disqualification: The horse and rider will immediately be disqualified if any time:
 - a. The horse is lame, seriously ill, disabled, or seriously injured.
 - b. The rider loses control of the mount.
 - c. The horse starts bucking or kicking.
 - d. The rider shows lack of adequate balance and control while riding or handling the mount.
 - e. The rider refuses or is unable to follow the certification instructions.

4. Certification Guidelines:
 - a. Prospective members will have attended at least two (2) Kern County Sheriff's Mounted Search and Rescue Group meetings prior to attempting the proficiency examination.
 - b. Certifying horses must be outfitted with a working saddle capable of allowing weighted saddlebags to be fastened and a tow rope to be dallied.
 - c. This article will be made available prior to each proficiency examination.
 - d. Three judges from the Certification Committee, as well as an alternate will be designated by the Certification Committee. All three judges will evaluate each horse/rider team and decisions will be based on a two-thirds majority decision. The alternate judge will be a stand-in during certification of a judge. During the five-mile ride, alternates will also be

- assigned to evaluate certifying judges.
- e. For certification of multiple mounts, the following guidelines will apply:
 - i. Only current, previously certified Kern County Sheriff's Mounted Search and Rescue Group members will be allowed to certify one additional mount at each Proficiency Exam and each mount must have been previously certified.
 - ii. If at all possible, members should certify mounts during separate proficiency exams.
 - iii. The member may pony the second mount on the five-mile ride. The second mount must be fully tacked (saddle, bridle, etc.) so the rider can demonstrate the capabilities of the mount without having to change tack from one mount to the other in order to prevent delays.
 - iv. A member may request an extension on a horse's certification. The request must be in writing and presented or emailed to the Board of Directors for review. The request will be evaluated and granted at the discretion of the Board of Directors.
 - f. All exercises are designed to be carried out in a safe manner. In the event that a prop or scenario appears to be unsafe; the rider should bring this to the attention of the judges for rectification.
 - g. A safety check of member and prospective member's truck and trailer will be made during the proficiency examination. Members will be given until the next regularly scheduled training to correct the deficiencies. Prospective members must have all discrepancies corrected and must show that the corrections have been made prior to proceeding with the next step in their process of becoming a member.
 - h. Proficiency Examinations will be regularly held twice per year. Tentatively in April and November as the regular training for that month, unless operational needs require the Board of Directors to change the date. Recertification will be held at the next regularly scheduled training. Failure to complete the recertification at the scheduled time will result in failure of the entire proficiency examination and the horse/rider team will have to recertify at the next scheduled examination.

5. List of Exercises:

- a. **TYING UP** – Tie un-mounted horse in the arena, saddled and ready for examination, while the proficiency directions are read. The objective is to demonstrate ground manners and that the mount will tie and stand quietly.
Time: 10 minutes
- b. **OPEN AND CLOSE GATE** – While mounted, approach, open, ride through and close a gate while keeping control of the gate and the horse's movements at all times. The objective is to demonstrate the rider's control of both the horse's and gate's positions and rider's balance.
Time: 1 minute from a starting line 10 feet from gate
- c. **WALK ON TARP** – Maintain control while walking over a blue tarp sized at approximately 100 square feet. The objective is to demonstrate the trusting relationship of the horse/rider team and the rider's ability to maintain control.
Time: 1 minute from a starting line 10 feet from tarp

- d. **BALL** – The horse must remain under control while a soccer or basketball is rolled approximately 5 feet in front of the horse. The objective is to demonstrate the horse’s tolerance and rider’s ability to maintain control.
- e. **EMERGENCY LIGHTS AND SIRENS** – Remain under control while walking within 20 feet alongside an emergency vehicle with the emergency lights and sirens on from a starting point of 20 feet from vehicle. The objective is to demonstrate the horse’s ability to deal with emergency vehicles and the rider’s ability to maintain control.
Time: 1 minute from start of sirens
- f. **BALLOONS, FLAGS, & STREAMERS** – Remain under control while weaving through balloons, flags and streamers placed 10 feet apart. The objective is to demonstrate the horse’s tolerance and the rider’s ability to maintain control.
Time: 1 minute from a starting point 10 feet in front of the obstacle
- g. **FLARES** - Remain in control while walking through a 20 foot wide lane of flares with 4 flares per side spaced evenly apart. The objective is to demonstrate the horse’s tolerance and the rider’s ability to maintain control.
Time: 1 minute from a starting point 10 feet in front of the first flare
- h. **ON/OFF ARTICLE OF CLOTHING** – While mounted, remain in control while donning and doffing a rain type jacket/windbreaker. Jacket will be handed to the rider by a person on the ground and rider will return jacket to a person on the ground. The objective is to demonstrate the horse’s tolerance and the rider’s ability to maintain control and balance.
Time: 1 minutes from the point when the person on the ground begins their approach from a starting point 10 feet away
- i. **CHAINSAW** – Remain in control while passing at a walk within 10 feet of an operating chainsaw (or something similar) located at a stationary point. The objective is to demonstrate the horse’s tolerance and the rider’s ability to maintain control.
Time: 1 minute from a point 20 feet from the chainsaw
- j. **CROSS OBSTACLE** – Cross over an eighteen (18) inch high obstacle within three attempts. The objective is to demonstrate the horse’s ability to clear a typically sized obstacle found on a trail.
Time: 2 minutes from start point 20 feet from obstacle
- k. **BACKING** – Back in a straight line for 10 feet within a four foot channel. The objective is to demonstrate the horse’s ability to back out of a situation and for the rider to control the horse’s direction.
Time: 1 minute
- l. **SIDE PASS** – Side pass the mount in a straight line for 10 feet in both directions. The objective is to demonstrate control while moving sideways.
Time: 1 minute in each direction
- m. **MOUNT/DISMOUNT BOTH SIDES** – Rider must mount and dismount the horse, un-aided and from flat ground on both sides of the horse while the horse remains under control. The objective is to demonstrate the rider’s ability to mount un-aided in a terrain limiting situation and the

horse's tolerance of being mounted from the off-side.

Time: 2 minutes

- n. **PICK UP FEET** – Raise and lower all four of the horses' feet, one at a time, without resistance. This demonstrates the horse's tolerance while remaining under control.
Time: 2 minutes
- o. **CARRY PACK** – While untied, mount must remain under control while rider places saddlebags with approximately 25 pounds of distributed weight behind the saddle. Rider must then mount and ride to a point 60 feet away and back with the pack on the animal. The objective is to demonstrate the mount's ability to carry necessary supplies.
- p. **WEIGHT DRAG** – Using a rope, the horse/rider team must properly dally (2 wraps with thumb up) and drag a horse trailer wheel and tire assembly (or similar object with similar weight) to a point 60 feet away and back. The objective is to demonstrate control while dragging an object and using a rope.
- q. **PONY LEAD/PONY LED** – The horse/rider team must lead another horse and rider by a lead rope for 60 feet (without the led rider using the reins). The horse/rider team must be led by another horse/rider team using a lead rope for 60 feet (without the led rider using the reins). The objective is to demonstrate the team's ability to work with other teams in close proximity.
- r. **FIRE CRACKERS** – While mounted, the rider must maintain control of the horse while 3 firecrackers are ignited in rapid succession. The horse/rider team must remain within a corridor 20 feet wide and 50 feet from the firecrackers. The objective is to demonstrate the horse's trust and the ability to deal with a startling noise and the rider's ability to maintain control.
- s. **GUNFIRE** – Same criteria as "r" above while three (3) gun shots are fired from a handgun using blank rounds.
- t. **FIVE MILE RIDE** – This and all of the following four exercises will be completed during the five mile ride. The objective of these exercises is to demonstrate control and trust while facing obstacles frequently encountered during call-outs. The entire five mile ride will include various degrees of terrain and everyone participating must remain with the group. The entire ride must be completed in 2 ½ hours or less.
- u. **CROSS WATER** – One mounted rider at a time shall ride across a stream or river and return while remaining under control. The objective is to demonstrate the horse's ability to cross water and leave the group.
- v. **CROSS BRIDGE** – One mounted rider at a time shall ride over a bridge and return while remaining under control.
Time: 2 minutes to complete
- w. **LEAVE THE GROUP** – Rider will maintain control while the horse/rider team leave the group and establish a lope. If lack of terrain or vegetation prevents the rider from traveling out of sight, the rider will proceed a distance of approximately 100 yards from the group and return at a walk.
- x. **GROUND LEADING** – Riders will dismount and lead their mount a

distance of ½ mile.

- y. **TRAILER LOAD/UNLOAD** – Mount must be observed loading and unloading from an unfamiliar horse trailer. Mount should load within one minute and unload within one minute.

SECTION 2 – PACK ANIMAL

1. Purpose: The objectives of the proficiency examination are to:
 - a. Evaluate packing and pack animal handling skills required for safe conduct of SAR and public relations operations.
 - b. Evaluate suitability and training level of the pack animal to support SAR mission and related activities without jeopardizing the member or unit or public safety.
2. Scoring:
 - a. All exercises must be successfully completed in order to be certified. If a pack team fails two (2) or fewer exercises they may be conditionally certified pending the passing of the failed exercises. The failed exercises must be retested and successfully completed at the next regularly scheduled training.
 - b. The pack team will fail the examination if they fail three (3) or more exercises.
The team may test again at the next regularly scheduled proficiency examination.
 - c. When judges determine a pack team need further training outside the scope of the certification in order to complete an exercise for which a time limit has not been specified, the judges may fail the team on that exercise and direct the team to proceed to the next test point.
3. Disqualification:
 - a. The animal is lame, seriously ill, disabled, or seriously injured.
 - b. The handler loses control of the pack animal.
 - c. The pack animal starts bucking or kicking.
 - d. The handler shows lack of adequate balance and control while riding or handling the pack team.
 - e. The team refuses or is unable to follow the certification instructions.
4. Certification Guidelines:
 - a. All exercises must be completed while configured as a pack team with rider mounted on a lead mount and pack animal fully rigged.
 - b. Only a certified, mounted Kern County Sheriff's Mounted Search and Rescue Group horse/rider team may certify a pack animal.
 - c. A certified mount also intended for use as a pack animal will not be required to certify separately as a pack animal. However, the mount will not be packed in an operational or public environment until the suitability as a pack animal has been demonstrated at any training event.
 - d. All exercises are designed to be carried out in a safe manner. In the event that a prop or scenario appears to be unsafe, the rider should bring this to the attention of the judges for rectification.
 - e. Proficiency Examinations will be regularly held twice per year. Tentatively in April and November as the regular training for that month, unless operational needs require the Board of Directors to change the date. Recertification will be held at the next regularly scheduled training. Failure to complete the recertification at the scheduled time will result in failure of

the entire proficiency examination and the pack animal will have to recertify at the next scheduled examination.

5. List of Exercises:

- a. **PACK ANIMAL** – Carry 100 pounds packed by handler and secured in standard pack equipment for the entire proficiency examination. The objective is to demonstrate the handler’s ability to properly pack and secure a load and the animal’s acceptance of carrying the load.
- b. **TYING UP** – Tie un-mounted pack animal in the arena, packed in standard pack equipment and ready for examination, while the proficiency directions are read. The objective is to demonstrate ground manners and that the pack animal will tie and stand quietly.
Time: 10 minutes
- c. **WALK ON TARP** – Maintain control while walking over a blue tarp sized at approximately 100 square feet. The objective is to demonstrate the trusting relationship of the horse/rider team and the rider’s ability to maintain control.
Time: 1 minute from a starting line 10 feet from tarp
- d. **BALL** – The pack animal must remain under control while a soccer or basketball is rolled approximately 5 feet in front of the horse. The objective is to demonstrate the pack animal’s tolerance and rider’s ability to maintain control.
- e. **EMERGENCY LIGHTS AND SIRENS** – Remain under control while walking within 20 feet alongside an emergency vehicle with the emergency lights and sirens on from a starting point of 20 feet from vehicle. The objective is to demonstrate the pack animal’s ability to deal with emergency vehicles and the rider’s ability to maintain control.
Time: 1 minute from start of sirens.
- f. **BALLOONS, FLAGS, & STREAMERS** – Remain under control while weaving through balloons, flags and streamers placed 10 feet apart. The objective is to demonstrate the pack animal’s tolerance and the rider’s ability to maintain control.
Time: 1 minute from a starting point 10 feet in front of the obstacle
- g. **FLARES** - Remain in control while walking through a 20 foot wide lane of flares with 4 flares per side spaced evenly apart. The objective is to demonstrate the pack animal’s tolerance and the rider’s ability to maintain control.
Time: 1 minute from a starting point 10 feet in front of the first flare
- h. **CHAINSAW** – Remain in control while passing at a walk within 10 feet of an operating chainsaw (or something similar) located at a stationary point. The objective is to demonstrate the pack animal’s tolerance and the rider’s ability to maintain control.
Time: 1 minute from a point 20 feet from the chainsaw
- i. **CROSS OBSTACLE** – Cross over an eighteen (18) inch high obstacle within three attempts. The objective is to demonstrate the pack animal’s ability to clear a typically sized obstacle found on a trail.
Time: 2 minutes from start point 20 feet from obstacle
- j. **FIRE CRACKERS** – While mounted, the rider must maintain control of

the pack animal while 3 firecrackers are ignited in rapid succession. The horse/rider/pack animal team must remain within a corridor 20 feet wide and 50 feet from the firecrackers. The objective is to demonstrate the pack animal's trust and the ability to deal with a startling noise and the rider's ability to maintain control.

- k. **GUNFIRE** – Same criteria as “j” above while three gun shots are fired from a handgun using blank rounds.
- l. **FIVE MILE RIDE** – This and the following two exercises will be completed during the five mile ride. The objective of these exercises is to demonstrate control and trust while facing obstacles frequently encountered during call-outs. The entire five mile ride will include various degrees of terrain and everyone participating must remain with the group. The entire ride must be completed in 2 ½ hours or less.
- m. **CROSS WATER** – One mounted rider at a time shall ride across a stream or river while leading the pack animal and return while remaining under control. The objective is to demonstrate the pack animal's ability to cross water and leave the group.
- n. **CROSS BRIDGE** – One mounted rider at a time shall ride over a bridge while leading a pack animal and return while remaining under control.
Time: 2 minutes to complete
- o. **TRAILER LOAD/UNLOAD** – Pack animal must be observed loading and unloading from an unfamiliar horse trailer. Pack animal should load within one minute and unload within one minute.

EXHIBIT "B"

EQUIPMENT LIST

1. Purpose – The Kern County Sheriff’s Mounted Search and Rescue Group must be able to fully support search and rescue operations without jeopardizing the health and well being of their animals, themselves, and the Group and without relying on others. Each member shall be able to provide food, water, equipment and supplies for their animals and themselves for up to three days.
2. Equipment – Each member of the Kern County Sheriff’s Mounted Search and Rescue Group shall own, maintain in good working order and have the following items at all search callouts and training exercises:
 - a. Items needed at all times:
 - 1) Saddle
 - 2) Saddle Pad
 - 3) Saddle Bags – Large Safety Orange
 - 4) Bridle
 - 5) Halter
 - 6) Lead Rope
 - 7) Hobbles
 - 8) Slicker/Poncho (rain gear)
 - 9) Coat/Jacket
 - 10) Gloves
 - 11) Extra set of clothes appropriate for conditions – hat, pants, shirts, sweat shirt, socks, underwear, long underwear, etc.
 - 12) Hiking shoes/Packers/Snow Boots
 - 13) Toilet Paper
 - 14) Matches
 - 15) Compass
 - 16) Binoculars/Monocular
 - 17) Trail Marking Tape – Orange
 - 18) Whistle
 - 19) Signal Mirror
 - 20) First Aid Kit
 - 21) Fence Tool or Multi-Tool
 - 22) Flashlight
 - 23) Nylon Cord (50 feet)
 - 24) Fire Starter material
 - 25) Emergency Sleeping Bag
 - 26) Emergency Blanket
 - 27) Leather String/Twine, etc.
 - 28) Canteen or other suitable water container
 - 29) Water purification tablets
 - 30) Water Bucket – Collapsible

- b. Additional items needed for overnight operations:
 - 1) Grain Bag
 - 2) Bedroll
 - 3) Tent – One person
 - 4) Hand Towel
 - 5) Metal or other non-breakable drinking cup
 - 6) Eating utensils (fork, knife, spoon, etc)
 - 7) Stove and fuel
 - 8) Soap
 - 9) Food to stay away from base for 2 nights
- c. Items to be in member's truck or trailer at all times:
 - 1) Picket rope or highline
 - 2) Water bucket
 - 3) Water – 15 gallons per animal
 - 4) Feed – Grain, Hay, etc.
 - 5) Flares
- d. Optional Items
 - 1) Snake Bite Kit
 - 2) Plastic Tarp
 - 3) Can opener
 - 4) Salt

Exhibit "B"
EQUIPMENT LIST

1. Purpose – The Kern County Sheriff’s Mounted Search and Rescue Group must be able to fully support search and rescue operations without jeopardizing the health and well being of their animals, themselves, and the Group and without relying on others. Each member shall be able to provide food, water, equipment and supplies for their animals and themselves for up to three days.

2. Equipment – Each member of the Kern County Sheriff’s Mounted Search and Rescue Group shall own, maintain in good working order and have the following items at all search callouts and training exercises.

- | | |
|--|--|
| <p>Items needed at all times:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. Saddle <input type="checkbox"/> 2. Saddle Pad <input type="checkbox"/> 3. Saddle Bags – Large Safety Orange <input type="checkbox"/> 4. Bridle <input type="checkbox"/> 5. Halter <input type="checkbox"/> 6. Lead Rope <input type="checkbox"/> 7. Hobbles <input type="checkbox"/> 8. Slicker/Poncho (rain gear) <input type="checkbox"/> 9. Coat/Jacket <input type="checkbox"/> 10. Gloves <input type="checkbox"/> 11. Extra set of appropriate clothing for conditions; hat, pants, shirts, sweat shirt, socks, underwear, long underwear, etc. <input type="checkbox"/> 12. Hiking shoes/Packers/Snow Boots <input type="checkbox"/> 13. Toilet Paper <input type="checkbox"/> 14. Matches <input type="checkbox"/> 15. Compass <input type="checkbox"/> 16. Binoculars/Monocular <input type="checkbox"/> 17. Trail Marking Tape – Orange <input type="checkbox"/> 18. Whistle <input type="checkbox"/> 19. Signal Mirror <input type="checkbox"/> 20. First Aid Kit <input type="checkbox"/> 21. Fence Tool or Multi-Tool <input type="checkbox"/> 22. Flashlight <input type="checkbox"/> 23. Nylon cord 50 feet <input type="checkbox"/> 24. Fire Starter Material <input type="checkbox"/> 25. Emergency Sleeping Bag <input type="checkbox"/> 26. Emergency Blanket <input type="checkbox"/> 27. Leather String/Twine, etc. <input type="checkbox"/> 28. Canteen or other suitable water container <input type="checkbox"/> 29. Water Purification Tablets <input type="checkbox"/> 30. Water Bucket – Collapsible | <p>Additional items for overnight operations:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. Grain Bag <input type="checkbox"/> 2. Bedroll <input type="checkbox"/> 3. Tent – one person <input type="checkbox"/> 4. Hand Towel <input type="checkbox"/> 5. Metal or other non-breakable drinking cup <input type="checkbox"/> 6. Eating utensils (fork, knife, spoon, etc.) <input type="checkbox"/> 7. Stove and Fuel <input type="checkbox"/> 8. Soap <input type="checkbox"/> 9. Food to stay away from base for 2 nights <p>Items to be in member’s truck or trailer at all times:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. Picket rope or highline <input type="checkbox"/> 2. Water Bucket <input type="checkbox"/> 3. Water–15 gallons per animal <input type="checkbox"/> 4. Feed – Grain, hay, etc. <input type="checkbox"/> 5. Flares <p>Optional Items:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. Snake Bite Kit <input type="checkbox"/> 2. Plastic Tarp <input type="checkbox"/> 3. Can Opener <input type="checkbox"/> 4. Salt |
|--|--|