



SPECIAL PURPOSE VEHICLES

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INDEX AS:

Vehicle Operations
Police Cyclist
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I. PURPOSE

The purpose of this policy is to identify operating criteria for special purpose vehicles owned and used by the department.

II. POLICY

It is the policy of the Iowa City Police Department to maintain special purpose vehicles. Special purpose vehicles will primarily be used for the purpose which they are designated.

III. DEFINITIONS

Special purpose vehicle - The Iowa City Police Department designates the following type vehicles as special purpose vehicles.

- Marked Non-Supervisory Patrol Vehicles
- Marked Supervisory Patrol Vehicles
- Unmarked Vehicles
- Canine Vehicles
- Mobile Command Center
- Community Service Officer Vehicle
- Police Bicycles
- Animal Control Vehicle
- Prisoner Transport Van
- CNT/Command Vehicle

IV. PROCEDURES

A. Marked Non-Supervisory Patrol Vehicles

All non-supervisory vehicles assigned to patrol shall have the following properly working equipment:

Emergency Lights and Sirens
Lights and Siren Control Panel
Police Radio
Shotgun Gun Rack
Shotgun with Ammunition
Water Rescue Device
Crime Scene Tape
Insurance Card
4 Traffic Cones
Hazardous Material Manual-May be downloaded on Computer
Broom
Leg Restraint
AED
Cell Phone
Radar Speed Detection with Tuning Forks
First Aid Kit
Fire Extinguisher
Digital Camera
P.B.T.
Flares
Stop Sticks
In-Car Recording Device
Bar Code Reader
Computer

Printer
Prisoner Transport Partition

Additionally, all even numbered vehicles not assigned to K9 officers will have a less lethal shotgun with bean bag rounds.

At the beginning of their watch, officers will do a vehicle inspection and report any missing, non-functional, or damaged equipment in need of repair or service to the on-duty supervisor. This supervisor will coordinate the repair or replacement of such equipment with the Captain of Support Services.

The vehicle shall receive routine maintenance as determined by the city's vehicle maintenance department.

B. Marked Supervisory Patrol Vehicles

All marked supervisory vehicles assigned to patrol shall have the following properly working equipment:

Emergency Lights and Sirens
Lights and Siren Control Panel
Police Radio
Shotgun Gun Rack
Shotgun with Ammunition
Water Rescue Device
Crime Scene Tape
Insurance Card
Hazardous Material Manual-May be downloaded on Computer
AED
Cell Phone
First Aid Kit
Fire Extinguisher
Digital Camera
P.B.T.
Flares
Stop Sticks
In-Car Recording Device
Bar Code Reader
Computer
Printer
Less lethal shotgun with bean bag rounds.

At the beginning of their watch, supervisors will do a vehicle inspection and note any missing, non-functional, or damaged equipment in need of repair or service. This supervisor will coordinate the repair or replacement of such equipment with the Captain of Support Services.

The vehicle shall receive routine maintenance as determined by the city's vehicle maintenance department.

C. Unmarked Vehicles

All unmarked vehicles assigned shall have the following properly working equipment:

Emergency Lights and Sirens
Lights and Siren Control Panel
Police Radio
Insurance Card
First Aid Kit
Fire Extinguisher

At the beginning of their watch, members will do a vehicle inspection and report any missing, non-functional, or damaged equipment in need of repair or service to the on-duty supervisor. This supervisor will coordinate the repair or replacement of such equipment with the Captain of Support Services.

The vehicle shall receive routine maintenance as determined by the city's vehicle maintenance department.

D. Canine Vehicle - Used to safely transport police canine and handler to and from work related duties.

1. Canine officers assigned to the vehicle can authorize any member of the department to operate the vehicle.
2. Operation of the Canine vehicle requires no special training.
3. In addition to being equipped as a marked patrol vehicle, the canine vehicle shall:
 - a. Be modified for the safe transport of the canine.
 - b. Be equipped with a device for the handler to remotely release the canine from the interior of the vehicle.
 - c. Contain equipment necessary for the handling and control of the canine, as determined by the handler.
4. The canine officer is responsible for the normal upkeep and cleanliness of the canine vehicle.
5. The vehicle shall receive routine maintenance as determined by the city's vehicle maintenance department.

E. Mobile Command Center (MCC) - Used at major incidents to transport personnel, special equipment and communications equipment to the scene. Also serves as command center for major incidents and incidents involving the call out of the Special Response Team.

1. The Incident Commander may request the use of the MCC at their discretion. The use of the MCC should be approved by the Watch Commander or Commander of Field Operations or designee. Any sworn personnel may operate the vehicle as directed by the incident commander.
2. The MCC requires no special training to operate, however the operator needs to be familiar with operating large "top heavy" vehicles.
3. The MCC may be equipped with emergency lights and siren and "police" radio and Data Terminal. In addition, the MCC may be equipped with the following:
 - A. Electrical Generator
 - B. Tactical Equipment as determined by SRT command.
4. The SRT Commander or designee is responsible for the normal upkeep and cleanliness of the MCC.
5. The vehicle shall receive routine maintenance as determined by the city's vehicle maintenance department.

F. Community Service Officer (CSO) Vehicles – Used by CSOs in the performance of their assigned duties.

1. CSO vehicles may be operated by any member of the department.
2. The Operation of CSO vehicles requires no special training.
3. CSO vehicles are marked as Community Service Officer and are equipped with emergency lights, police radio and Data Terminal. In addition CSO vehicles shall be equipped with:
 - a. Equipment for capturing and securing animals.
 - b. Parking citations and vehicle impound forms.
 - c. Forms for taking basic reports.
 - d. Rack for carrying bicycles.
 - e. Other equipment as determined by the CSO.
4. CSOs are responsible for the normal upkeep and cleanliness of CSO vehicles.
5. CSO vehicles shall receive routine maintenance as determined by the city's vehicle maintenance department.

G. Animal Control Vehicle - Used by Animal Control Officers in the performance of their assigned duties.

1. Animal control vehicles may be used by animal control officers. On-duty animal control officers may authorize other members of the department to operate the vehicle. When animal control personnel are not on duty, Watch Supervisors may authorize officers or CSOs to operate animal control vehicles as needed.

2. The operation of animal control vehicles requires no special training.
3. Animal Control Vehicles are clearly marked as such and contain a police radio. In addition, animal control vehicles may be equipped with:
 - a. Nooses, snares, or other equipment to capture at large animals.
 - b. Kennels or compartments to contain captured animals.
 - c. Tools and implements for clearing dead animals from the streets and other public areas.
 - d. Other equipment as determined by animal control personnel.
4. The animal control supervisor is responsible for the general upkeep and cleanliness of animal control vehicles.
5. Animal control vehicles shall receive routine maintenance as determined by the city's vehicle maintenance department.

H. Police Bicycles - Used by specially trained officers for patrol purposes.

1. Police Bicycles may only be operated by officers who have successfully completed a departmentally recognized Police Cyclist Training Course.
2. Police Bicycles will be marked as with the word POLICE. Police Bicycles shall be equipped with lights and reflectors. The bicycles shall also have enclosed pack to carry paperwork, small supplies and first aid equipment.
3. The assigned officer shall be responsible for the general upkeep and maintenance of the bicycle.
4. The bicycle shall receive maintenance as needed.
5. The use of police bicycles may be authorized by watch supervisors for situations where traditional vehicles are unable to enter, i.e. parades, festivals, remote areas, or there is a community policing need that can best be served by officers on bicycles.

I. Prisoner Transport / Holding Vehicle - May be used for the transporting of prisoners or holding of prisoners until they are booked / processed at the jail or other processing center.

1. The maintenance / care of this vehicle is the responsibility of the Commander of Field Operations or designee.
2. No special license or training is required to operate the vehicle.
3. The transport of prisoners shall comply with departmental directives relating to the transporting of prisoners.
4. Use of the vehicle shall be consistent with directives relating to the vehicle.
5. Maintenance shall be as determined by the city's vehicle maintenance department.

6. The vehicle shall be equipped with barriers which separate prisoners from officers as well as juvenile / female prisoners from male prisoners. The vehicle will also have low maintenance seats for prisoner usage.

J. CNT/Command Vehicle

Used at CNT incidents to transport personnel, special equipment and communications equipment to the scene.

1. The use of the vehicle should be approved by the Watch Commander or Commander of Field Operations or designee. Any sworn personnel may operate the vehicle as directed by a supervisor.
2. This vehicle requires no special training to operate.
3. The vehicle may be equipped with emergency lights and siren and "police" radio and Data Terminal.
4. The CNT supervisor or designee is responsible for the normal upkeep and cleanliness.
5. The vehicle shall receive routine maintenance as determined by the city's vehicle maintenance department.

All persons operating a motorized city vehicle SHALL have a valid Iowa Driver's License with all applicable endorsements and complying with all applicable restrictions.

Jody Matherly, Chief of Police

WARNING

This directive is for departmental use only and does not apply in any criminal or civil proceeding. The department policy should not be construed as a creation of a higher legal standard of safety or care in an evidentiary sense with respect to third-party claims. Violations of this directive will only form the basis for departmental administrative sanctions.