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## Open Space Public Safety Assistants (PSA)

### 1022.1 PURPOSE AND SCOPE

The mission of the Irvine Police Department Public Safety Assistants (PSA) assigned to Open Space Preserve is to provide the highest level of service to those people utilizing this recreation and educational area and to assist in the implementation and accomplishment of the City's Recreation and Resource Management Plan in partnership with the Community Services Department and the Irvine Ranch Land Reserve Trust.

### 1022.2 DUTIES

Public Safety Assistants must be prepared to assist lost persons, provide directions, assist with minor first aid, assist in trail and facility maintenance and work on problem solving strategies for issues affecting the Open Space Preserve. PSA personnel are expected to be available in the Open Space Preserve to contact the public, render necessary assistance, to monitor trails, structures and other property for damage and to make the appropriate notifications to resolve issues and concerns that may be identified. PSA personnel may be required to assist Animal Services by monitoring observations made by citizens and movements of animals in the Open Space Preserve; however the PSA personnel should not have any direct contact with wildlife in the Preserve area.

### 1022.3 VEHICLE OPERATIONS

Care shall be taken when driving any vehicle off-road in the Open Space Preserve. Off-road means any unpaved, but maintained dirt road, such as fire roads. At no time, except when exigent circumstances require it, shall a four-wheel drive vehicle be driven off of dirt roads and fire roads, or on hiking paths, single-track bike paths, or other unimproved and/or unmaintained off-road paths. Anytime exigent circumstances exist that might make driving a four-wheel drive vehicle on these paths necessary, the operator shall weigh the potential danger to his/herself and vehicle passengers and the destruction of the local habitat against the nature of the exigency.

Four-wheel drive vehicle operators will take the environment, turf, grass, greenbelts, and other natural surroundings into consideration while driving off-road. They should consider the potential damage and/or environmental impact the four-wheel drive vehicle may have on the terrain they are driving across and take all reasonable measures to mitigate damage. Operators shall report any damage caused to their shift supervisor.

### 1022.4 SIGN ON/SIGN OFF PROCEDURES

Due to anticipated communications issues in some areas of the Open Space Preserve, strict procedures for tracking of PSA personnel coming on-duty and going off-duty have been developed and shall be followed.

- (a) PSA personnel will sign on to the CAD and check in with on-duty patrol supervision at the beginning of each shift, prior to going to "available" status.

# Irvine Police Department

## Policies

### *Open Space Public Safety Assistants (PSA)*

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- (b) PSA personnel must sign off CAD and verbally advise the dispatcher of their Out of Service ("10-7") status.
- (c) If a PSA fails to advise dispatch of his or her off-duty status, the dispatcher shall immediately notify an on-duty supervisor and make every attempt to locate the PSA.