

**NEW SMYRNA BEACH POLICE DEPARTMENT  
NEW SMYRNA BEACH, FLORIDA**

**POLICY AND PROCEDURE DIRECTIVE**

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**TITLE:** SPECIAL PURPOSE VEHICLES

**NUMBER:** 14-5

**EFFECTIVE:** 6/14

**REFERENCE:**

**RESCINDS/ AMENDS:** 17-5

**REVISED:** 07/23

**ATTACHMENT:** [Defense Logistics Agency \(DLA\) Memorandum for Law Enforcement Support Office \(LESO\) program Participating Law Enforcement Agency \(LEA\)](#)

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**A. PURPOSE**

The purpose of this directive is to provide guidance for the use of special purpose vehicles, to include, but not limited to, federally controlled equipment, and to identify the person(s), position(s) responsible for the condition and maintenance of the vehicle or vessel.

**B. POLICY**

The vehicles listed in this directive have been identified by the department as special purpose vehicles. The New Smyrna Beach Police Department will provide appropriate training, oversight, and documentation for the use of Special Purpose Vehicles.

**C. DEFINITIONS**

**ARMORED VEHICLE:** Any wheeled vehicle either purpose-built or modified to provide ballistic protection to its occupants, such as Mine-Resistant Ambush Protected (MRAP) vehicle or an Armored Personnel Carrier (APC). These vehicles are sometimes used by law enforcement personnel involved in dangerous operating conditions, including active shooter or similar high-threat situations.

**MOBILE COMMAND POST TRAILER:** A custom built trailer, which is designed to function as a headquarters for planning, command, and response to prolonged incidents or special events, which require a base of operations in the field.

**POLICE BICYCLES:** A single passenger two (2) wheeled human propelled vehicle, which is utilized in shopping areas or residential areas, for easy mobility.

**POLICE MOTORCYCLES:** A single passenger two (2) wheeled-motorized vehicle, equipped with a law enforcement package used to enforce traffic laws and for road patrol functions.

**SIGNIFICANT EVENT:** Any law enforcement operation or action that involves a violent encounter among civilians or between civilians and the police, a use-of-force that causes death or serious bodily injury, a demonstration or other public exercise of First Amendment rights or an event that draws, or could be reasonably expected to draw a large number of attendees or participants, such as those where advanced planning is needed.

## **D. PROCEDURES**

### **14.5.1 Police Motorcycles**

1. The New Smyrna Beach Police motorcycle is a standard motorcycle equipped with a law enforcement package used to enforce traffic laws and for road patrol functions. The police motorcycle is highly maneuverable in congested areas like special events.
2. A police motorcycle is a single passenger vehicle limited to on road use. It requires a motorcycle endorsed driver license to operate.
3. A police motorcycle is authorized for use by all trained police department motor officers in all situations applicable for motor use.
4. Each New Smyrna Beach Police Department Traffic Unit member must possess a motorcycle endorsement on their driver license and pass a minimum 80-hour police motorcycle training course to operate a police motorcycle. Newly assigned members of the motor unit will attend the 80-hour course as soon as the course becomes available and staffing levels permit, normally within six months of assignment.
5. Officers are responsible for their assigned motorcycle maintenance.
6. Equipment kept on a police motorcycle includes, emergency lights, siren, Speed Radar, First Aid Kit and press-to-talk button on handlebars for hands-free portable radio utilizing Bluetooth capabilities.
7. New Smyrna Beach Police officers assigned to the Traffic Unit are authorized to use the police motorcycles.

### **14.5.2 Police Bicycles**

1. The police bicycles are primarily used for special events and patrol purposes in shopping centers and residential areas.
2. Safety helmets are required for the operation of the bicycles.
3. Special training is required from an approved Police Bicycle training program prior to operating the bicycles.
4. The Support Services Division Commanding Officer or designee is responsible for the condition and maintenance of the bicycles.
5. The bicycles are equipped with headlights, reflectors, and saddlebags to hold report forms and citation books.
6. Any department officer trained and authorized by the Support Services Division Commanding Officer may operate the bicycles.

### **14.5.3 Armored Vehicle (MRAP) acquired through the LESO program**

The requirements of this subsection were adopted to be in compliance with the [Defense Logistics Agency \(DLA\) Memorandum for Law Enforcement Support Office \(LESO\) Program Participating Law Enforcement Agency \(LEA\)](#).

1. Authorized/appropriate uses
  - The New Smyrna Beach Police Department will use the Armored Vehicle (MRAP) exclusively for disaster-related emergencies; active shooter scenarios; hostage or other search and rescue operations; or anti-terrorism preparedness, protection, prevention, response, recovery, or relief.
    - The Armored Vehicle (MRAP) will not be used for parades, public demonstrations, high risk search warrants or other uses that aren't listed above.
  - The activation of this vehicle will be at the sole discretion of the Chief of Police or designee for use/activation and prior planning is required, unless exigent circumstances exist.
2. Members Authorized to operate
  - Only annually trained members are authorized to operate the Armored Vehicle (MRAP), even when deployed in other jurisdictions.

- The training will be facilitated by the Special Operations Sergeant or designee.
  - To ensure proficiency, the training will consist of the following: general policing standards, property standards adopted from the LESO program, operational and technical training, scenarios in which the Armored Vehicle (MRAP) will likely be deployed, the decision-making processes that will determine whether the Armored Vehicle will be used and the ideology that that both use and misuse of the Armored Vehicle (MRAP) could create fear and distrust in the community.
- Training documentation of members authorized to operate the Armored Vehicle (MRAP) will be retained for a minimum of three (3) years.
3. Members utilizing the Armored Vehicle (MRAP) shall consider the following:
- Trust and mutual respect between the New Smyrna Beach Police Department and the citizens/visitors of New Smyrna Beach are critical to public safety.
  - Whether measures can be taken to mitigate the Armored Vehicle (MRAP) from creating fear or distrust in the community.
  - All actions while operating the Armored Vehicle (MRAP) should be carried out in a manner consistent with the requirements of the U.S Constitution and Federal Law, to include First, Fourth and Fourteenth Amendment principles, as well as with Federal and State civil rights laws.
4. Supervision
- The Special Operations Sergeant will supervise the personnel operating/utilizing the Armored Vehicle (MRAP). It is only necessary for the Special Operations Sergeant to be present and actively overseeing the use of the Armored Vehicle (MRAP), during high-risk operations.
5. Evaluation
- The Armored Vehicle (MRAP) will be monitored and evaluated regularly on the effectiveness and determine whether continued deployment and use is warranted on operational, tactical, and technical grounds.
  - The New Smyrna Beach Police Department will engage the community regarding policies and procedures governing the Armored Vehicle's (MRAP) use and document a review of any "Significant Events" in an After-Action report following each deployment. The After Action report will contain the following:
    - The name/make/model/serial number of the Armored Vehicle (MRAP)
    - Description of the action/operation
    - Identification of personnel who used and directed the Armored Vehicle (MRAP)
    - Identification of civilians who were the subject/target of the operation
    - Result of the action/operation
  - Any documented evaluation by New Smyrna Beach Police Department must be retained for a minimum of three (3) years and be made available to the community with exemptions concerning the disclosure of any sensitive information.
6. Maintenance/Inventory
- A designated team member is responsible for the maintenance of the vehicle and a quarterly inventory of the contents within. A copy of the quarterly inspection will be provided to the Support Services Division Commanding Officer and the Accreditation office.
  - Ammunition, entry tools, chemical agents, ballistic shields, and other authorized SWAT equipment may be stored in the vehicle periodically as needed for team operations.
  - The team member is designated and overseen by the Special Operations Sergeant.

7. Annual Certification with the LESO program

- The Support Services Division Commanding Officer will annually certify the Armored Vehicle (MRAP) with the LESO program, to remain in compliance with their standards.

**14.5.4** Mobile Command Post Trailer

1. Authorization and Limitations of use

- The Mobile Command Post Trailer is primarily intended to be used for emergency situations where a protracted resolution is expected, natural or man-made disasters and Special Events (i.e., Spring Break, 4<sup>th</sup> of July). Authorization for the Mobile Command Post Trailer is limited to events that are approved by the Chief of Police or designee.

2. Qualifications and training for authorized members

- During delivery of the Mobile Command Post Trailer, members of the department were trained on the proper set up of the trailer by the manufacturing company. Members who were initially trained, are authorized to train other members of the department on how to set up the trailer. The training will be documented and maintained by the Department's Training unit. Members must possess a valid driver's license to transport the Mobile Command Post Trailer.
- Only trained members are authorized to set up the trailer. All CJIS certified personnel relating to the event that the Mobile Command Post Trailer is being utilized for are authorized to enter and utilize the facility.

3. Maintenance

- The Special Operations Sergeant shall be responsible for ensuring that the Mobile Command Post Trailer is kept in working order through a schedule of regular maintenance.

4. Equipment List

- Various Evidence and Office Supplies will be located within the Mobile Command Post Trailer. The Special Operations Sergeant shall be responsible for maintaining a current list of equipment stored within the Mobile Command Post Trailer.

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**Revised: BSS 07/23**

**Authorized: Signature on File  
Chief Eric Feldman**