



The Skagit County Sheriff's Office Volunteer Search and Rescue (SAR) Program provides the county with the presence of highly trained and skilled members to assist in the location and rescue of missing and lost individuals who may be injured or in dangerous conditions and are unable to rescue themselves. Rescues and searches occur from the salt water of Puget Sound to the backcountry of the North Cascade Mountain Range.

The Skagit County Search and Rescue Program is directed under the Skagit County Sheriff's Office.

**SAR Sergeants**

Sgt. Steve Dills – East Precinct  
Sgt. Bradley Holmes – Boat Division

**SAR Volunteer Coordinator**

Lindsey Juen – SCSO SAR and DEM

**SAR Deputies**

Deputy Craig Mullen  
Deputy Kyle Wiggins  
Deputy Richard Eichman  
Deputy Joshua Case  
Deputy Rueben Ayala

Our dedicated and highly skilled volunteers that respond to the call for service include:

**Land**

Skagit County Ground Search and Rescue (to include CareTrak) (SCGSAR)  
Skagit County K9 Search and Rescue (SCK9SAR)  
Skagit Mountain Rescue Unit (SMRU)

**Marine**

East County Water Rescue (ECWR)  
Skagit Bay Search and Rescue (SBSAR)  
Skagit Technical Water Rescue (STWR)

**Mechanized**

4 Rivers Search and Rescue

**Support**

Radio Amateur Civil Emergency Services (RACES)

Each group has representative(s) that are members of the Skagit Search and Rescue Council. The council is a community oriented and volunteer based non-profit organization that seeks to preserve life and health through training, search and rescue techniques and proactive education. Skagit County Search and Rescue Groups can also request funds through the council for training personnel or purchasing needed equipment. The Skagit Search and Rescue Council relies 100% on donations made by the general public and is a registered 501(c)3 organization.

If you are interested in joining one or more of our dedicated and skilled groups above, please complete the attached Emergency Worker Program Application. If you have further questions about the program or application process, please contact: Lindsey Juen, SAR Volunteer Coordinator @ [ljuen@co.skagit.wa.us](mailto:ljuen@co.skagit.wa.us) or phone: 360-391-5173.



# **SKAGIT COUNTY**

## **VOLUNTEER SEARCH AND RESCUE**

### **Search and Rescue Application Process**

Please complete all sections of the DEM Emergency Worker Volunteer Program application packet as well as the supplemental SAR application at the end of this packet, representing the SAR unit you are interested in joining.

Return to Lindsey Juen, SAR Volunteer Coordinator.  
By Email: [ljuen@co.skagit.wa.us](mailto:ljuen@co.skagit.wa.us)

Mail or Deliver to:  
Skagit County Department of Emergency Management  
2911 E College Way, Ste. B, Mount Vernon, WA 98273

Or give to a Search and Rescue Group Leader

- The SAR Volunteer Coordinator, Skagit County Sheriff's Office Sergeant(s) and SAR Group Leaders will complete a preliminary review of your application.
- After your application has passed the preliminary review, you will be notified to provide your fingerprints for a background check by contacting the Skagit County Sheriff's Office to arrange a time during business hours:

Phone: (360) 416-1911

Address: 600 South 3<sup>rd</sup> St, Mount Vernon, WA 98273

Hours: Monday – Friday 8:30a-4:40pm.

Reference SAR Application when scheduling appointment.

### **DEM Emergency Worker Registration and Requirements**

The Washington State Emergency Worker Program (WAC 118-04) states that registration with the local emergency management agency is a prerequisite of Search and Rescue Volunteer Emergency Workers for benefits and legal protection under chapter 38.52 RCW. Emergency workers shall register in their jurisdiction of residence or in the jurisdiction where their volunteer organization is headquartered.

The minimum Requirements for issuing a Skagit County Department of Emergency Management Emergency Worker Card:

- Complete and sign the following Emergency Worker Volunteer Application.
- Enclose a copy of the completion certificates for ICS-100 and ICS-700 (See attached FEMA Course Requirements information sheet).
- Fingerprints for SAR volunteers (Done by Skagit County Sheriff's Office).
- Background Check (Done by Skagit County Sheriff's Office).
- Digital Photo to be used on your Emergency Worker Card and SAR Badge



## Department of Emergency Management Skagit County Emergency Worker Volunteer Program

### Registration Packet

The Skagit County Emergency Worker Program is provided for by State Law RCW 38.52 and administered by local jurisdictions in Washington State. Our Emergency Workers provide valuable services to our community through their training, knowledge, skills and dedication. They are often placed in situations that require good judgment and high levels of responsibility. Our Emergency Workers are crucial during emergencies or disasters and will be provided with orientation, training and other materials as required for specific volunteer needs. Emergency workers are provided liability, medical, and personal property coverage as well as reimbursement for some incidental expenses while deployed on state-approved incidents and training events.

**Skagit County Emergency Workers are affiliated with one of the following volunteer groups. Please check which group you are interested in joining. Please note that each group has a different application and onboarding process.**

- **Amateur Radio Emergency Services (ARES)/Radio Amateur Civil Emergency Services (RACES)**
- **Community Emergency Response Team (CERT)**
- **Critical Incident Stress Management Team (CISM)**
- **Department of Emergency Management (EOC, specific skills, outreach, etc.)**
- **Medical Reserve Corps (MRC)**
- **Support Officer Community Care (SOCC)**
- **Skagit County Sheriff's Office Volunteer Search and Rescue Groups**
  - **East County Water Rescue (ECWR)**
  - **4 Rivers Search and Rescue (4Rivers) - ATV, ORV, 4x4, Snowmobile**
  - **Ground Search and Rescue (GSAR) - Training Academy begins in Sept/Oct.**
  - **Skagit Bay Search and Rescue (SBSAR)**
  - **Skagit County K9 Search and Rescue (SCK9SAR)**
  - **Skagit Mountain Rescue Unit (SMRU)**
  - **Skagit Technical Water Rescue (STWR) – Dive Team**

**All Emergency Worker Volunteers should be familiar with:**

**WAC 118-04 - Emergency Worker Program (<https://apps.leg.wa.gov/WAC/default.aspx?cite=118-04> )**

**and**

**RCW 38.52 - Emergency Management ( <https://apps.leg.wa.gov/RCW/default.aspx?cite=38.52> )**

Skagit County Department of Emergency Management:  
2911 E College Way, Ste B, Mount Vernon, WA 98273  
Phone: 360-416-1850

If you have any questions regarding the Emergency Worker Program, application materials or status of your application, please contact Lindsey Juen, Volunteer Programs Coordinator at 360-416-1853 or [ljuen@co.skagit.wa.us](mailto:ljuen@co.skagit.wa.us) .



# Department of Emergency Management Skagit County Emergency Worker Volunteer Program

## WAC 118-04-200 Personal Responsibilities of Emergency Workers

(1) Emergency workers shall be responsible to certify to the authorized officials registering them and using their services that they are aware of and will comply with all applicable responsibilities and requirements set forth in these rules.

(a) Emergency workers have the responsibility to notify the on-scene authorized official if they have been using any medical prescription or other drug that has the potential to render them impaired, unfit, or unable to carry out their emergency assignment.

(b) Participation by emergency workers in any mission, training event, or other authorized activity while under the influence of or while using narcotics or any illegal controlled substance is prohibited.

(c) Participation by emergency workers in any mission, training event, or other authorized activity while under the influence of alcohol is prohibited.

(d) Emergency workers participating in any mission, training event, or other authorized activity shall possess a valid operator's license if they are assigned to operate vehicles, vessels, or aircraft during the mission unless specifically directed otherwise by an authorized official in accordance with RCW [38.52.180](#). All emergency workers driving vehicles to or from a mission must possess a valid driver's license and required insurance.

(e) Use of private vehicles, vessels, boats, or aircraft by emergency workers in any mission, training event, or other authorized activity without liability insurance required by chapter [46.29](#) RCW is prohibited unless specifically directed otherwise by an authorized official in accordance with RCW - [38.52.180](#).

(f) Emergency workers shall adhere to all applicable traffic regulations during any mission, training event, or other authorized activity. This provision does not apply to individuals who have completed the emergency vehicle operator course or the emergency vehicle accident prevention course and who are duly authorized under state law to use special driving skills and equipment and who do so at the direction of an authorized official.

(2) Emergency workers have the responsibility to comply with all other requirements as determined by the authorized official using their services.

(3) When reporting to the scene, emergency workers have the responsibility to inform the on-scene authorized official whether they are mentally and physically fit for their assigned duties. Emergency workers reporting as not fit for currently assigned duties may request a less demanding assignment that is appropriate to their current capabilities.

(4) Emergency workers have the responsibility to check in with the appropriate on-scene official and to complete all required recordkeeping and reporting.

*I have read the above WAC (118-04-200) – Personal responsibilities of emergency workers.*

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# Department of Emergency Management

## Skagit County Emergency Worker Volunteer Program

### FEMA Course Requirements

All registered Emergency Worker volunteers are required to complete FEMA's ICS-100 and ICS-700 level trainings to gain an introductory understanding of the Incident Command System and National Incident Management Systems. These two systems are widely used to provide a coordinated and organized approach to emergency response.

Steps to complete FEMA Course Requirements:

- Obtain a FEMA Student Identification (SID) number to take the Final Exams
- Complete the required FEMA ICS-100 and ICS-700 courses

If you already have a FEMA SID number:

- Go to <https://cdp.dhs.gov/FEMASID/>
- Click on "Log in to FEMA SID" to update any of your profile information.
  - If you forgot your FEMA SID
    - Go to <https://cdp.dhs.gov/FEMASID/>
    - Click on the "Forgot your FEMA SID"
- You will be required to enter your SID number to take the final exam for each course.

If you do not have a FEMA SID number:

- Go to <https://cdp.dhs.gov/FEMASID/>
- Click on the "Register for a FEMA SID"
- Complete the information requested. FEMA will then send you your assigned SID number.
- You will be required to enter your SID number to take the final exam for each course.

#### FEMA Course Links:

ICS 100.c: Introduction to the Incident Command System (ICS)

<https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c>

CS 700.b: An Introduction to the National Incident Management System (NIMS)

<https://training.fema.gov/is/courseoverview.aspx?code=IS-700.b>

Complete both courses and take their respective final exams. You can retake each exam as many times as you need in order to pass the course and get your certificate. If you need further assistance with retrieving FEMA ICS course certificates, please contact [independent.study@fema.dsh.gov](mailto:independent.study@fema.dsh.gov).

Please save a copy of your certificates and provide to DEM to document your completion of the required courses.

Thank you for your time and dedication in completing the above courses to learn the Incident Command System (ICS) and the National Incident Management System (NIMS), and know more of what to expect when you are asked to assist in a drill or real emergency.



# Department of Emergency Management

## Skagit County Emergency Worker Volunteer Program

### Background Check

#### Automatic Disqualifiers

##### DRIVING:

- One or more criminal traffic convictions within the last three years (DUI, physical control, reckless driving, etc.)
- Suspension of driver's license within the past year
- Five or more moving violations within the past two years
- Two or more at-fault accidents within the past two years (will be reviewed on a case by case basis)
- Other: A negligent driving conviction (reviewed on a case by case basis)

##### DRUG USE:

- Illegal drug/substance use or exposure within the past five years
- Illegal use of ANY controlled substance while employed in a criminal justice related capacity
- Other drug use outside these standards will be considered on a case by case basis
- Illegal sale of ANY drug, including marijuana or prescription medication
- Pattern of illegal or abusive use of prescription medication

##### CRIMINAL ACTIVITY:

- Any felony conviction
- Any misdemeanor or felony conviction(s) while employed in a criminal justice capacity
- Adult misdemeanor convictions will be carefully reviewed
- Domestic Violence convictions
- Conviction for unlawful sexual activity

11. I have read and understand the automatic disqualifiers mentioned above. To the best of my knowledge and belief:

I have NOT been convicted of any crime mentioned above. True False

I do NOT meet any of the disqualifiers mentioned above. True False

If you answered False, please explain

***The Skagit County Department of Emergency Management (DEM) and Sheriff's Office (SCSO) reserves the right to decline an applicant's request for admission into the Skagit County Emergency Worker Program and Search and Rescue Program.***



<b>Emergency Worker Registration</b>			
Jurisdiction: Skagit County			
Name (Last):	(First):	(Middle):	
Email:			
Address:			
City:		State:	Zip Code:
Home Phone:	Cell Phone (required):	Cell Provider (required):	
Driver's License No.:	Date of Birth:	Blood Type:	Sex (M/F):
Height:	Weight:	Eye Color:	Hair Color:
Physical Disabilities (if any):			
<b>Additional Background Check Information</b>			
Any other names you have been known by (if applicable):			
State/Country you were born in:			
US Citizen (Y/N):	Race:	White	Black    Asian    Native American
	Ethnicity:	Hispanic	Non-Hispanic
<b>Emergency Contact Information</b>			
Name:			
Phone Number (with area code):			
Relation to Emergency Worker:			

**I give Skagit County Department of Emergency Management and Skagit County Sheriff's Office authorization to complete a criminal background check for the purpose of registering as a Skagit County Emergency Worker Volunteer under the Washington State Emergency Worker Program.**

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**If you are under 18 years of age, please have your parent or guardian sign below:**

**By signing for my son or daughter, I understand he/she will be required to commit time to this program in Skagit County. I also understand a background check will be completed by the Skagit County Sheriff's Office.**

Signature \_\_\_\_\_ Date: \_\_\_\_\_



## Department of Emergency Management Skagit County Emergency Worker Volunteer Program

### Background and Experience Questionnaire

Have you ever had an Emergency Worker Number in Skagit County?      Yes, # \_\_\_\_\_      No

Due to the sudden nature of emergency response, reliable transportation is helpful in reducing response time. Do you have reliable transportation?      Yes      No

The minimum age to volunteer as an Emergency Worker in Skagit County is 16. Are you at least 16 years old?      Yes      No

Do you have other Volunteer experience?      Yes      No

Describe:

If you have any specialized training (e.g. EMT, Paramedic, Law Enforcement, bilingual, etc.), please describe:

**(SAR Applicants Only)** Do you have previous Search and Rescue experience?      Yes      No

Describe:





## Department of Emergency Management Skagit County Emergency Worker Volunteer Program



Application Review



**Before submitting this completed application packet, please remember to include:**

- ICS 100.c Certificate
- ICS 700.b Certificate
- Digital photo for volunteer ID (clear photo of your face with non-distracting background)
- Any relevant certifications and/or licenses (ham radio license, EMT license, CPR/First Aid, etc...)

### Next Steps:

1. Please save your application materials digitally and submit them in an email to Lindsey Juen, DEM Volunteer Programs Coordinator, [ljuen@co.skagit.wa.us](mailto:ljuen@co.skagit.wa.us) . If you prefer to hand-deliver the materials, please drop them off at the DEM office (Monday-Friday, 8am-4pm) at 2911 E. College Way, Suite B, Mount Vernon, Wa 98273.
2. Once the application is received, SAR applicants will be instructed to schedule a fingerprinting appointment at the Sheriff's Office in Mount Vernon. Fingerprints are required for SAR volunteers only.
3. A criminal background check and driver's check will be completed by the Sheriff's Office. Driver's checks are for SAR and ARES volunteers only as they may be required to operate a county vehicle.
4. The Skagit County Department of Emergency Management will review the applicant's credentials and background information. The application and associated documents will be maintained in a secured Emergency Worker personnel file.
5. Once approved, an Emergency Worker Card will be processed and issued to the applicant.
6. The Volunteer Programs Coordinator will contact the applicant to schedule a time to pick up their Emergency Worker Card.
7. All volunteers will notify the Skagit County DEM of any changes in their registration.

## Skagit Mountain Rescue Unit MEMBERSHIP INFORMATION



Thank you for your interest in joining Skagit Mountain Rescue Unit, a non-profit volunteer member of the Mountain Rescue Association. SMRU will consider your application if you are over 21 years of age and have a firm foundation in wilderness travel and mountaineering.

You're welcome to attend a monthly meeting to learn more about us. We meet/train at 6PM on the second Thursday of each month. In winter usually at the Skagit County SAR Building, 11525 Knudson Rd, Burlington, WA. In other seasons at field locations, often Mt. Erie.

Before preparing an application consider the below questions. They'll help you understand what SMRU membership entails.

### ***Why do you want to join SMRU?***

It's not about wearing the MRA logo and getting free training.

### ***What can you offer SMRU?***

Team membership is more than attending monthly meetings and responding to callouts. There's Board and Officer responsibilities, and other tasks such as training/grant/membership/equipment/outreach/projects. What type of skills do you have that you'd be willing to contribute to team administration and well-being?

### ***Do you have a firm foundation in wilderness travel and technical rope work?***

SMRU training sessions focus on melding the knowledge and experience of individual members so that they work well together as a team. The sessions aren't designed to provide basic mountaineering/rope rescue training. Although SMRU supports members attending skill training as funding allows, such training is limited in both availability and content, and doesn't substitute for experience.

### ***How long do you intend to be a member?***

Even for an experienced mountaineer it may be several years to become fully qualified.

### ***Are you willing to put in the energy to maintain proficiencies and respond to callouts?***

Can you regularly attend monthly meetings/trainings, meaningfully contribute to the team's well-being, maintain/gain proficiencies beyond the team's monthly training, and respond to callouts even when inconvenient or in conflict with personal schedule?

### ***Can you afford it?***

Besides your time, you will be financing training and "out of pocket expenses" such as meals, fuel, and expendable supplies. You will be purchasing and maintaining your personal outdoor clothing, equipment, and supplies.

### ***Are you mentally and physically able to deal with stress, chaos, difficult terrain, hostile environmental conditions, and traumatic incidents?***

### ***Can you maintain a commitment to safety?***

The application is on the next page. Upon application submission you'll be contacted to schedule an interview with several members, the purpose of which is to provide an opportunity for you and the team to get a better understanding of each other. The interviewers will forward a recommendation to the Board of Directors. If the Board approves your membership request, you'll be provided instructions for completing Skagit County's application for a DEM Emergency Worker number. Upon issuance of the DEM number, you'll join SMRU at the Provisional Level. Provisional members have one year to complete a self-initiated task book addressing some fundamental topics. Upon completion of the task book the Board will vote whether to enroll you as a full member at the Support Level. Provisional and Support Level members are fully functioning team members, except they only deploy under the supervision of a Rescue Level member.

**Skagit Mountain Rescue Unit  
APPLICATION FOR MEMBERSHIP**

*This Word document is a fillable form. If completed longhand, use back or additional sheets to fully explain responses.*

Name:

DOB:

Street Address:

City:

Zip Code:

Email:

DEM# (If you have one):

Cell #:

Cell Phone Provider:

Emergency Contact Name:

Cell #:

Describe your SAR training/experience:

Describe your mountaineering/climbing/backpacking experience:

Describe your EMS training:

Describe any other skills that could be useful to SAR:

Do you have as a minimum a climbing helmet, harness, boots, and equipment for a 24- hr. pack?

Yes  No . Explain:

Why do you want to join SMRU?

How would your membership benefit SMRU's mission?

Are you willing and able to attend monthly meetings/trainings (6PM, 2<sup>nd</sup> Thursday of the month)?

Yes . No . Explain:

Are you willing and able to contribute to the team by serving in elected or designated positions, and/or volunteering for project or task assignments? Yes . No . Explain:

***To apply, CC this completed application to [SMRUinfo@gmail.com](mailto:SMRUinfo@gmail.com)***