

**Equestrian Trails Inc.**  
Corral 357  
Mounted Assistance Unit

By-Laws January 2004

**1. Purpose:**

A) The Mounted Assistance Unit, hereafter called MAU, is a non-profit organization under the auspices of ETI 357, Cleveland National Forest and Orange County Harbors Beaches and Parks. MAU is to patrol trails to educate and assure the safety of all users by reporting any hazards or dangerous situations found on the trails. MAU is to act as the eyes and ears of the Forest or Park while riding the trails. MAU shall be available to work any special event approved in the park, in Cleveland National Forest or an event approved by the ETI 357 board or the MAU Coordinators. MAU members shall follow the accepted attendance training and dress code standards as outlined in the by-laws.

**2. Election of Officers:**

A) Election of officers shall be held once a year. Nominees shall be MAU members in good standing for one year prior to election by the membership. Elected officers are Coordinator, Assistant Coordinator(s) up to three positions, Secretary and Treasurer.

B) ETI 357 Secretary and Treasurer shall govern these two positions according to the ETI 357 by-laws.

**3. Responsibility of Officers:**

A) Coordinator: Conducts monthly meeting/training in an orderly manner. Acts as liaison between Cleveland National Forest/HBP personnel and ETI 357 Board. Appoints assistant coordinators to special assignments and duties. Maintains communications with all other appropriate Agencies.

B) Maintains a manual of all monthly meeting minutes, monthly calendars, monthly events, monthly/annual member training completions and any other records as needed.

C) Assistant Coordinator(s): In the absence of the Coordinator assumes all duties and responsibilities of the Coordinator. Carries out assignments delegated to the position by the Coordinator and or Park/Forest assignments, ETI 357 Board of Directors.

D) Secretary: As defined by the ETI 357 By-laws.

E) Treasurer: As defined by the ETI 357 by-laws.

F) Executive Committee: The executive committee shall consist of the Coordinator and Assistant Coordinators. The purpose of this committee is to provide direction for MAU activities and to care for the organization and proper operation of the MAU.

#### **4. New Members:**

A) Candidates for membership into MAU must be 18 years of age or older. They must own or lease their own horses, have access to transportation and meet all training requirements for themselves and horse. They must be a paid member of ETI357 and shall obtain CPR and First Aid certification before they are accepted into MAU or participate in a MAU CPR/First Aid clinic.

B) Candidates and their prospective mount will be required to pass an orientation ride to be determined by the Coordinator and/or the executive committee. They shall complete the 40hour equestrian training to become a certified member as outlined in the training guideline. Training may coincide with new membership. Training will be completed within one year; exceptions may be made by the executive committee. Candidates will participate in scheduled activities while riding with a certified member.

#### **5. Equipment:**

A) MAU members will purchase certain uniform items to be used at all MAU activities. Equipment will be maintained and repaired by the individual member. Upon termination from MAU or voluntary termination, members must return all MAU issued equipment including identification badges.

B) Return of the MAU issued equipment and ID badges will be required within 30 days of termination. If no response is received at the end of 30 days, MAU reserves the right to take further action to secure the return of such above said items.

"C) All horses shall be fit and well groomed prior to patrol.

D) All equipment, including saddles and bridles shall be clean and in working order.

E) First Aid/CPR kits will be carried on patrol at all times.

F) First Aid Kits for horses will be carried on patrol at all time.

## **6. Attendance and Standards:**

A) All MAU members must be willing to attend monthly meeting and/or trainings, or they must contact the coordinator prior to be excused from the meeting/training. Any missed meetings or ' trainings must be made up, or certification will not be given.

B) Any MAU member who fails to attend three meeting or trainings without a valid excuse within one year, shall be subject to termination as defined in these by-laws.

C) All MAU members must ride patrol or scheduled events at a minimum of 8 hours monthly (weather permitting).

D) MAU members will not DRINK ALCOHOL while in uniform on or off their horse, on or off patrol. This is ground for immediate termination.

E) MAU members who fail to ride three consecutive months without a valid excuse will be subject to termination.

F) Special consideration by the MAU officers will be given to any member with a physical, family or personal problem that has obvious precedence over MAU activities, or acts of God that would prevent a member from riding or attending meetings/trainings.

G) MAU members will notify all agencies as necessary by completion of trail report or other forms of communication as required by the agencies.

## **7. MAU Minimum Dress Standards:**

A) MAU uniform consists of dark blue denim pants, blue chambray shirt (wrangler or flying cross) and blue denim jacket. A white tee shirt will be worn under the uniform shirt while on patrol.

B) Shirt and jacket patches shall be sewn on 1/2" below the shoulder seam and should not be worn if they are faded or tattered.

C) Western hats or riding helmets, leather boots & belt must be worn while on patrol.

D) Uniforms shall be clean and pressed prior to any ride and shall be neatly tucked in at all times.

## **8. Patrol:**

A) Patrol rides must be done in pairs. One certified member may ride with a non-certified member.

B) Riders must sign in the logbook if one is available.

C) Radio or cell phone and saddlebags will always be taken on patrol.

D) Carry water at all times.

E) Carry first aid kit at all times.

F) If a member is scheduled for an activity and is unable to meet that obligation, that member will find a replacement and then inform the coordinator of the change.

G) MAU reports will be completed and turned into the respective agency. A copy will also be placed in the record book at the next monthly meeting/training.

## 9. Parades and Special Events:

- A) Participation in parades or special events shall normally be limited to certified riders. The executive committee may make exceptions.
- B) Only riders in good standing may participate.
- C) Riders will tape or use appropriate foot protection so that their horses will not slip on pavement.
- D) Participants must have attended at least one practice session prior to the parade or event.
- E) All horses must be well groomed and fit. All tack must be cleaned and polished. All MAU uniforms, saddle pads etc. shall be cleaned and washed in advance.

## Training Requirements

<u>Requirement</u>	<u>Frequency</u>
CPR and First Aid .....	Bi-Annually
Forestry Service Training .....	Annually
Horse Desensitizing Clinic .....	Annually
Emergency Horse Shoeing .....	Bi-Annually
Emergency Horse First Aid .....	Annually
Map and Compass.....	Bi-Annually
Tracking .....	As required by forestry
Trailing/Picketing/Overnight Camping .....	Annually
Radio Communications.....	Annually
Disaster Plans.....	Annually
Reports/Log Books/Ride Plan/Contacts .....	Annually
Large Animal Rescue.....	Optional but suggested
Fire Department Training .....	Annually

## **First Aid Kits**

First Aid for humans or horses should only be administered in the most extreme medical emergencies. Always call 911 for the trainee agencies to respond.

### **Horse**

Antibiotic ointment  
Vet Wrap  
Bute (tabs or paste)  
Betadine  
Electrolytes  
Ace (paste)  
Flunixin (paste)  
Hoof pick  
Kotex (for bulk dressing)  
Duck Tape  
Insect repellent (wipes)  
2x2 gauze pads  
Horseshoe puller  
Rope

### **Human**

Kleenex  
Velcro Strips  
Disp. Rubber gloves  
Scissors  
Chapstick  
Ace bandage  
Aspirin, Tylenol, etc  
Antihistamine  
Visine  
Insect repellent  
Eye pad  
Eyewash  
Band-aids  
Neosporin  
Tweezers  
Sunscreen  
Drop cloth  
Compact mirror

Only administer prescription horse medication (e.g. flunixin) to your own horse. Allow the owner if using your medication to administer to their horse.