

El Camino Police Department
Division Council Meeting
February 12, 2015

Present: Mike Trevis, Leroy Enriquez, Dal Toruno, Jeff Lewis, Arlene Bautista, Mitchell Kekauoha, Erick Mendoza, Josh Armstrong, Jan Caldwell, Mike Martinez, Arnold Jackson, Mike DeSanto

The minutes of the January 13 were approved as written.

Old Business

Status of Citations Being Scanned Before Filed in EDPD Drawer

The procedure is working.

New Business

Clery Act Reporting

The Clery Act deals with crime reporting, timely warnings and alerts, and fire safety for universities who have student housing.

Officers on patrol need to make sure that they are also taking reports on stalking, date rape, domestic violence and cyber stalking. This information is needed on the incident report to show that the person was helped. For example, "This is the advice I gave him/her. I referred him/her to the counseling office."

The Clery Act requires citing board policies. The District has board policies and procedures in place for disciplinary action, however, they need to be updated.

Mike Trevis will forward to everyone a copy of a power point Clery Act presentation.

SART Training (Sexual Assault Response Team)

There is a change in procedure when someone is booked on a rape. DNA sample is not permissible. SART offers training. Jan Caldwell needs some available for training dates for the police department. She will set-up the training.

Classic Cleaners

Mike Trevis emailed everyone advising that effective February 28, 2015 the Classic Cleaners is closing their location at 4427 Redondo Beach Blvd. in Lawndale. They are moving their customers to 1715 W. Artesia Blvd. in Gardena. El Camino Police Dept. will bring their uniforms to this location.

Problems with Nylon Velcro Straps on Dept. Issued Vests

Arlene was advised by some officers that their nylon Velcro straps for their department issued vest tear easily. If officers have this problem, they should contact US Armor for replacement straps. Ask the vendor to mail it to El Camino Police Dept.

ROUND TABLE

Mike Trevis

During this semester, the police department has had more contacts with 5150's. The Los Angeles County Mental Health Office has a START (School Threat Assessment Response Team) team who will help with non-student 5150's. Ms. Maria Martinez is the contact person. The telephone number for START is 800-854-7771. This information will be filed at our Dispatcher Center. START will follow-up on the person for life.

Reserve Program - Mike Martinez completed Level 3 of the Reserve Police Officer Academy. Paul Saldana is completing the Level 2 program.

Our department's policy manual addresses Level 1. We need to amend the policy to include Level 2 & 3 with information on what a police reserve officer is allowed to do in these levels.

There is a Reserve Academy graduation on Monday, March 2. Mike will send out the information. We would like have between 3 to 5 police reserve officers.

General orders will be distributed on the following: Traffic Stops; Proposition 47; Traffic citations 90-day period

Active shooter training is scheduled for March 20, 2015. There have been some who missed 3 or 4 training sessions. There is concern as to what should be done about those who have missed several training sessions.

Other trainings Mike would like to consider having are power outages, people trapped in elevators and training for building captains.

Jan Caldwell

First Aid training – There are a several officers whose first aid training certificates expire before Leroy Enriquez attends the first aid instructor training course. Jan will do the training for those officers.

Mike Trevis - POST is working on a curriculum on how to recognize and administer aid to someone who is in epileptic shock and diabetic shock.

Jeff Lewis

Jeff sent an email on the policy for MDC's. Officers are asked to make maximum use of the MDC's. Be careful about using the wrong disposition codes.

For those who need further training on using the MDC, Josh will set-up training on a laptop.

Dal Toruno

New Police Units 55 & 57 will be designated for use 1 during the day shift and 1 during the night shift. Assignments will be made when both SUV's are in service. Also when the entire fleet is back in service, all units will be designated either for day shift or night shift. Erick will make the assignments.

Bicycles in the sally port should be a tagged. Staple the tag around the frame. If a sergeant is in the office, advise him why the bike is in the sally port.

Mitchell Kekauoha

Taser – Marcus Thompson has Compton's Taser. Can it be returned to Compton Center for their use?

Erick Mendoza

The gas company will be trenching on Crenshaw Boulevard. Once the project is started, it should take 4 to 8 weeks for completion.

Patrol Checks – Before leaving a building, officers should verify that all the doors are locked behind them. Once it is verified, you can leave the area.

Arnold Jackson

Can officers have an ID on Tiburon for both campuses or a system for cross campus work? This will be further discussed.

Josh Armstrong

We are in the process of putting the radio system back together. The range has greatly improved. We are on the new antenna system. As officers walk through the buildings, they should do radio checks while in the building.

Meeting ended 11:08