

El Camino Police Department  
Division Council Meeting  
March 12, 2015

Present: Mike Trevis, Erick Mendoza, Mike Martinez, Josh Armstrong, Ruben Lopez, Gary Robertson, Roy Dietz

The meeting began at 9:06 am.

The minutes of the February 12<sup>th</sup> meeting were approved.

Department Keys for Custodians

The issue keeps coming up about the custodians not having keys to the police department. When the custodians go outside to throw the trash out, they can't get back inside the back gate without a key and have to walk around to the front. The police department was rekeyed for security reasons. Every time there was a shift change in custodians, the new shift was handed out keys. The department has 24 employees and there is an excess of 70 keys checked out.

Roy suggested card readers. All of our building doors are set up for it. The card reader is wireless and runs on batteries. The batteries are replaced every 6 months. Gary suggested keeping a key attached to a 2x4 up at dispatch just for the custodians and they can return it when they are done.

It was decided to have the system set up where you can use either the card or key. The estimated time to set this up would be 90 days.

Roundtable

Mike Martinez – An officer conducted a traffic stop over his cell phone a couple of weeks ago. He believed he was outside the range of the radios. This matter will be looked into.

Erick Mendoza - There is going to be trenching outside the campus next week on Crenshaw Blvd. The left turn pocket and number 1 and 2 lanes will be affected. The exit onto Crenshaw from Lot K will be closed. Torrance PD and CHP would need to be notified.

The demolition of Tech Arts and the Shops will begin during the summer. Lot C will be gone for about 18 months and the frontage road.

Next week a phone check of the whole campus will take place.

Gary Robertson – There will be Taser training on March 19<sup>th</sup> from 10am – 6pm and Active Shooter on Friday the 20<sup>th</sup> from 10am-6pm. If any sworn personnel fail the certification, they cannot carry a Taser on-duty. Jan Caldwell will be conducting First Aid Training next week.

Ruben Lopez – The PCD number has changed and has been programmed into the fax machine.

Josh Armstrong –Units 55 and 57 are done and will be passed to Erick for maintenance.

They are still working with the radio system. The FCC is dealing with the interference. They found the interfering channels and be aware that they are still listening to us. It is the campus emergency channel. The performance and range of the radio system has increased.

There was a complaint from dispatch that the officers at the Compton Center are accidentally hitting the emergency trigger system in their cars. When dispatch tries to contact the officer by cell, radio, and other means, the officer does not respond. This happens on a monthly basis. The emergency trigger system can't be disabled. Remedial training or discipline may be necessary if it keeps happening.

Some of the officers think they are being picked on with the calls. If an officer has an issue with something, handle the call first and then speak to a sergeant.

Mike Trevis – President Fallo has announced his retirement. Human Resources will be developing committees, and they are looking at having a broad range of constituents on the selection committee.

The school's Union newspaper is doing a lot more public records requests. One of the last requests was for a list of every camera on campus, their locations and cost of each camera. They also requested to know how many hit and run collisions from 2013 until now, the locations and if there were any arrests. The attorneys are dealing with the responses to the Union.

The chief and sergeants are working to update the Policy Manual. There are a lot of updates, and it was last looked at when Sgt. Ott was still here.

An overview of TracDat was given. It is the new budget and planning program that will replace Plan Builder. It allows you to look at all program reviews. You can review the department's requests and the amounts. Requests do not have to be for this fiscal year. It can be put in for up to the next couple of years. It is only a request, and doesn't mean it will be granted to the department. Requests can rollover to the next year. If anyone has any ideas to add on TracDat for the department, you can send it to the chief. He would need to know what it is, the cost and how it would benefit the department.

Meeting ended at 10:05 am.