

El Camino Police Department
Division Council Meeting
May 17, 2012

Present: Mike Trevis, Michael Martinez, Jeffrey Lewis, Jan Caldwell, Arlene Bautista, Jonathan Ott, Kenny Galan, Ray Box, Josh Armstrong, Erick Mendoza, Dal Toruno,

The meeting began at 10:05 am. The minutes of the April 24, 2012 meeting were approved as written.

OLD BUSINESS

Damaged to Golf Cart

Dal spoke with the cadets. The cadets have been instructed to report damage to the golf carts at the time the damage has occurred. Failure to report the problem in a timely manner will lead to termination of employment.

Battery Charger for Police Unit (Night Shift)

The reason why batteries in the police units are found dead is because officers are not turning off the secondary trunk light. There are 2 trunk lights. One automatically turns on and off when the trunk is opened. The secondary trunk light must be turned on and off manually. This is the light that is left on. Josh will send an email to the officers with instructions on how to operate the battery charger.

Automatic JDIC Messages

JDIC messages are printing at the Dispatch Center. The printed copy is on the clipboard at the Dispatch Center.

Estimated Cost for Shotgun Locks for EC Compton Units

RCC quoted \$941 for shotgun locks for 3 police units. Another option is to get trunk boxes. RCC was able to get the schematics for the lock boxes from the company who made the boxes for Crown Vic's. Josh will get a cost estimate for the lock boxes.

NEW BUSINESS

External Vest Cover

Kenny brought a sample of the external vest cover made by The Vest Man (located at Marine and Prairie). Many of the South Bay law enforcement agencies are purchasing this vest. When worn over Class A/B and polo shirt uniforms, it looks like it is part of the regular uniform. The cost is around \$175.

Chief Trevis approved the purchase of the external vest cover. If officers want one, they can purchase it at their own expense. The front should be exactly as shown on the sample vest cover. Nothing can be added to the front of the vest.

Police Officer Footwear Reimbursement Procedure

The new POA Contract, Article 20, Section 4, Subsection 2, provides an allowance up to \$100 per fiscal year for the purchase of patrol footwear. The employee will purchase the patrol footwear, and the department will pay the cost up to \$100. The officer will submit the original receipt to the administrative assistant for reimbursement.

ROUND TABLE

Francisco Esqueda

The command staff should be made aware of item changes to overtime in the POA contract under Article 6 Section 2 Overtime.

Ray Box

JDIC messages for Compton – Josh will return the JDIC printer that was originally removed at CEC's request and contact the County to add their primary mnemonic back to the County message group (XLOC).

Arlene Bautista

Missing uniforms from the Classic Cleaners – The police department will bill the cleaners for lost uniforms. However, staff needs to provide proof that Classic Cleaners had possession of the uniform. Drop-off receipts are documentation that the cleaners took possession of the uniform(s). Officers need to let the administrative assistant know when a uniform is missing.

Unserviceable Uniforms – Staff should remove the patches from unserviceable uniforms and give the patches to the administrative assistant. The old uniform should then be destroyed and tossed out. Do not store old unserviceable uniforms in the basement because they are no longer usable.

Refurbished Badges – Officers have asked about refurbishing their badges. It will be done during the next fiscal. The badges will need to be sent in several batches because there are only a limited number of extra badges which officers can temporarily use when their badge is sent to be refurbished.

Mike Trevis

The budget is getting worse statewide. El Camino is in a fairly good position but we need to be cautious.

We are recruiting for police officers for both campuses. The announcement closes tomorrow, Friday, May 18, 2012.

Meeting ended: 10:53 am