

El Camino Police Department
Division Council Meeting
July 12, 2012

Present: Mike Trevis, Anthony Tanori, Arlene Bautista, Josh Armstrong, Erick Mendoza, Dal Toruno, Michael DeSanto

The meeting began at 10:08 am. The minutes of the June 12, 2012 meeting were approved as written.

OLD BUSINESS

Fix-It Tickets – Citation No. and Log

The following information is required on a Fix-it ticket:

- Citation Number of the issuing law enforcement agency
- Officer's number
- Log the information on the Log Sheet. If there is a question about the completed form, the Log Sheet will contain more information.

Estimate on Lock Boxes for EC Compton Center PD Police Units

Three lock boxes for 3 EC Compton Center units will cost approximately \$1,453. Mike Trevis gave the okay to process a requisition.

We also need to purchase 3 lock boxes for El Camino police units.

NEW BUSINESS

Booting/Towing Policy

Mike distributed draft copies of the Booting/Towing policy. Input should be submitted to the chief. Points discussed are as follows:

- \$50 charge if a vehicle needs to be booted and towed
- Reduce the waiting per from 72 hours to 24 hours
- If the vehicle is towed, the administrative fee should be \$75.
- If the vehicle has an outstanding total of campus related parking fines in excess of \$500, the vehicle will automatically be towed.

The policy will be reviewed every fiscal year. This will be discussed further at our next division council meeting.

Fleet Radio Programming – July 21, 2012

Staff needs to be notified that on July 21, 2012 all department radios need to be made available (in its charger or give the radio to Erick) so that RCC can load the new code plug. After July 21, there will be a \$50 per radio fee to program any outstanding radios. Mike Trevis will send an email to everyone.

ROUND TABLE

Jeff Lewis

Units 53 and 56 have been taken to SERT training and the units are thrashed. Chief will send a reminder that no new cars should be used or taken for SERT training.

Josh Armstrong

The MDC project is 99% complete. Officers will have access to their emails via the MDC.

Erick Mendoza

Erick will be handling the issuance of new police department ID's. Officers' POST ID number will be on the back of their ID cards. All old ID's must be turned in/exchanged for the new ID. Arlene will give Erick a list showing which officers have more than one (1) ID card. All old cards must be turned in.

Mike Trevis

Reminder: Our department meeting is scheduled for August 3. Training will be at the EC Compton Center VoTech building

Mike would like everyone to think about the department's needs and wants. We are looking at raising ticket fines by \$5 - \$6. El Camino currently charges \$38 per citation. The average fine at other colleges is \$40 - \$44. We would also like to try options for daily parking permits: \$2 for 2 hours, \$3 for 3 hours, \$5 all day. Visitor parking will be eliminated. Semester parking fees will be increased; however, it must go through the approval process.

The District is going out for a bond extension to extend the current bond so that the District can continue to build some new buildings on campus.

President Fallo decided to put a 3rd floor on Lot F (Channel parking). When the parking structure is retrofitted, it will be retrofitted to support a 3rd level.

Meeting ended: 11:05 am