

El Camino Police Department
Division Council Meeting
July 19, 2011

Present: Mike Trevis, Josh Armstrong, Tosh Tipton, Wendell Haynes, Josh Armstrong, Tosh Tipton, Arlene Bautista, Gary Robertson, Erick Robertson, Erika Solorzano, Mike DeSanto

The meeting began at 2:59 pm. The minutes of the May 10 meeting were approved as written.

Old Business

Mobile Video Amended Procedures

Erick did a first draft of the amended procedures for the Mobile Video system. It is in the testing stage to see if more information is needed. When the amended procedure is finalized, it will be distributed to everyone.

Booking Clearance

We are waiting for data from Torrance Memorial Hospital.

Excess Vacation Days

Each June 30, a report is provided which shows total vacation days to date. Staff that have more than 30 days at the end of June need to take the excess days and start planning now and when they are planning to take the days off.

Round Table

Wendell Haynes

Compton officers would like the Compton portable and mobile radio software to be enabled to scan local agencies. This feature was available on the old Compton radios prior to the merger. It was given to the chief to address.

Is the existing procedure for checking a 9-1-1 call with a location default site is still necessary? The chief will check with Rudy Ramos and Josh Armstrong.

Compton had 1 cell phone available to them with a second phone that was temporarily assigned to Compton Center for special needs. The second phone was damaged/destroyed. Compton is inquiring if they could get a replacement. Funding to replace the phone is an issued. The cost to replace the damaged phone is approximately \$200.

Josh Armstrong

We tried to bring Channel 1 simulcast back online. We discovered more cabling problems on the Compton side and with AT&T. We have been able to mitigate those problems. We are still experiencing bad interference emanating from the Compton side. The issue only affects radio transmissions originating from the Compton side and being transmitted via the audio link between Compton and the MCS tower. Only the Torrance units and Dispatch can hear the interference. RCC is continuing to look at options and involving the manufacturer.

Tosh Tipton

Another officer tactical training day at Compton Center will be done during winter break. The training was insightful and valuable.

Arlene Bautista

The name check-off list for the monthly safety training flyer is posted in front of the Watch Commander's Office. After you sign the training documentation sheet, be sure your name is crossed off on check-off list.

Reminder: The conference room is used as a meeting room. When you eat in there and before you leave, be sure to wipe the table.

Gary Robertson

Dispatcher Samuel Gil did a great job in covering the field during the tactical training. Certificates will be put together for participants. A letter will be sent the Gardena Police Department thanking them for their assistance. Some recertification training needs to be addressed. We would like to hold the training during semester breaks when students are not on campus.

Erick Mendoza

New carpets in the offices will be installed during two Fridays, July 22 and July 29. Carpet squares will be installed.

Livescan – The fee for hard cards is \$20 for the first card and no charge for additional cards. The fee will be changed to \$20 per card and \$15 for each additional card. The hard cards are required by people who go out of state.

Mike Trevis asked Josh do survey on local agency fees such as booting, towing, copies of reports, cite sign-offs, etc.

Gas card Reminder: ECPD uses Shell. EC Compton Center PD uses Chevron cards. Be sure that you are going to the correct gas station.

Can we have cadets taking some small counter reports such as lost cell phone, my car was parked here and found a big scratch, etc. Erick and Josh will develop a procedure and train the cadets and CSO's. They should be required to take Professor Ray Lewis' report writing class.

Dispatch Center

Dispatch is still getting Compton Center calls, where officers call cadets to give parking permits someone in the parking lot. At El Camino College, persons requiring a parking permit go to the police department for the permit. The procedure for both campuses should be the same. Mike will discuss with the EC Compton Center Police Department staff.

Michael DeSanto

12500 - Driving without a license. 11357 - Possession of less than 1 oz. of marijuana, and 23222b - Possession of less than 1 oz. of marijuana in a vehicle infraction goes to Traffic Court.

If the arresting officer has someone in custody, they should email Mike DeSanto and Erika Solorzano so that they will be aware of this.

Mike Trevis

The Business Math and Allied Sciences building was originally scheduled to open in Spring 2012. It has been pushed to Summer 2012. The Social Sciences building will be turned over to the college on August 1.

Compton Center LRC – It was discovered that the foundation was not poured according to specs.

Officers will be issued the key to the channel at Lot F. We need master locks for the ammo locker. Erick with work on this.

Gary mentioned that Oscar Zuniga will be obtaining key rings for Compton Center building for EC Compton Center Police Dept. officers. He needs to talk with Compton Center's locksmith.

Mike received approval to hire and replace Officer Chad Miller's position. It will be an 11-month position.

Wendell Haynes - Where are we on hiring reserve officers? Currently it's a budget issue. Pre employment checks, etc. must be done before the person can be brought on board.

There is an interest in Bicycle Patrol training. Wendell Haynes was given the okay to start planning something. It will be a 2-day 8 hour class.

Erika Solorzano is working with the T3 vendor. A demo is scheduled for Friday, August 19 at 10 am at ECPD. EC Compton Center PD will get to keep one to try out for a week. The T3 is for officers' only. We are working on getting grants for this.

The meeting ended at 4 p.m.