

El Camino Police Department
Division Council Meeting
October 23, 2012

Present: Mike Trevis, Jeff Lewis, Michael Martinez, Jonathan Ott, Dal Toruno, Arlene Bautista, Michael DeSanto, Mitchell Kekauoha

The meeting began at 10:05am. The minutes of the September 20, 2012 meeting were approved as written.

OLD BUSINESS

Clarification on General Order 2012-01 Booting/Towing Policy

This agenda item will be tabled until the November Division Council meeting. There is a confusion regarding booting on the weekends. Mike Trevis will get clarification from Erick Mendoza.

EC Compton Center PD Items

- Camera at Front Door of ECEC PD – Mike Trevis sent an email to Dr. Curry. There has been some progress on this. Wayne Ward dropped by and said that he would look into the camera problem. ECEC PD should do a follow-up on this.
- Long Term Solution for Officer Coverage for Darrell Miller - Mike DeSanto and the EC Compton's command staff came up with a hybrid police officer work schedule. The schedule will be effective November 1.

Cadet/CSO Submitting Green Authorization form for Non-Instructional Events

Arlene has not seen any Green Authorization forms for non-student details. Mike Martinez will remind the CSO's of this requirement.

Officers Not Switching Out Video Tapes

Some time ago, Jeff Lewis reported that Unit 53's video camera was broken. Mike Trevis will ask Erick to remove the lens from the camera or remove the camera until from Unit 53 until it's repaired.

NEW BUSINESS

Release and Settlement of Claim form

The Release and Settlement of Claim form will be used by the command staff.

Consent to Search (Statement of Probable Cause) Form

Mike DeSanto will obtain more information on this. It will be discussed at the next division council meeting.

Radio Programming

Per Josh's email, due to the campus narrow banding and RCC's decision to realign all their frequencies, we will be doing a second reprogramming at the end of November/

December. During that time, ECC radios will not have contact with any RCC frequency. Arrangements will be made to have portable radio(s) available to be in contact with RCC.

Mike Trevis – The District is addressing the narrow banding issues for radios used by the various divisions. Half of those radios are operating on a license that is not for the El Camino Community College District. The Information Technology Division has a legitimate license.

Bruce Spain, Director of Center for the Arts, has applied for multiple frequencies. This will allow other campus divisions to use the additional frequencies. High-end users are Center for Arts, Facilities, and Health Sciences and Athletics.

ROUND TABLE

Jeff Lewis

They are getting ready for the DUI Task Force. There was one change as to how the agencies will be invoiced. Each participating law enforcement agency must send an invoice to the DUI Task Force designee who processes the checks.

Mitchell Kekauoha

Golf carts: Ray Box wants to return the 8-passenger electric cart to ECC because it is no longer serviceable. It will be surplus. Also, one of the small carts has charging problems. Arrangement will be made to have both carts picked-up and delivered to ECC Facilities for repairs.

Unit 734 sustained bumper damage in a minor non-injury traffic collision. Ray Box was advised by Compton's CBO to work with Human Resources in getting the vehicle repaired. The repairs will be covered under the property and liability insurance for CCCD. Mike Trevis approved proceeding with this, and EC Compton Center PD will get 3 repair estimates.

Michael DeSanto

Mike will provide documentation on having officers who attend training share with other officers what they learned from the training.

Mike Martinez - Can the dispatchers have further Active Shooter training with emphasis on the dispatch center's role?

Mike Trevis

A survey on services provided by Campus police will be distributed. This information is data required for accreditation is data. Before the survey goes out, a draft copy of the draft it will be emailed to campus police staff for their input.

Accreditation self-study timeline will be posted in November 2014. A follow-up accreditation team is scheduled to visit the campus next month.

Instructor Jaymie Collette attended the October 17, 2012 Police Advisory Committee meeting. Ms. Collette is deaf is concerned how a deaf person will be able to

communicate with the police department in an emergency. A TTY machine was available in the past. This issue will be looked into further.

A Crisis Team is available to deal with student(s) who possess a significant risk to the campus. Members are Dipte Patel, Michelle Arthur, Debbie Conovor, Rebecca Cobb, Janet Schafer, Mike Trevis, and Mike DeSanto. The team will meet and provide resolution/recommendations which will be forwarded to Janet Schafer and Rebecca for handling.

Meeting ended: 11:04 am