

El Camino Police Department
Division Council Meeting
November 15, 2012

Present: Erick Mendoza, Jonathan Ott, Josh Armstrong, Arlene Bautista, Josh Armstrong, Dal Toruno, Christina Baskin, Mitchell Kekauoha, Michael DeSanto,

The meeting began at 1:04 pm. The minutes of the October 23, 2012 meeting were approved as written.

OLD BUSINESS

Clarification on General Order 2012-01 Booting/Towing Policy

If booting is required because an officer issued a citation, the citation/ticket policy should be followed. If booting is requested due to registration, an officer's assistance is needed to sign-off on the CHP 180 form.

Release and Settlement of Claim form

To be discussed at the next Division Council meeting

NEW BUSINESS

Lost/Missing Gas Card for Unit 56

The Shell gas credit card for Unit 56 is missing. Arlene will verify if there has been any activity. If there hasn't been any activity, Arlene will contact Shell and cancel the card. A new card will be assigned to Unit 56.

Video Release Policy Draft

Draft copies of the policy were distributed for further discussion and input. Design a request form?

Josh – Section C of the Public Information Act - requests will be handled on a case by case basis.

ROUND TABLE

Josh Armstrong

Over the winter break all the computers on the Torrance side will be upgraded to Windows 7 and MS Office 2010. Officers' generic log-on will physically go away. Everyone will need to log-on at each computer.

Radio – The campus emergency channel will be changed over. None of the deans' old radios will work.

Mitchell Kekauoha

The camera in front of the police department is still not working. Wayne Ward finally came over and found that the attachment to the cable is not good. The monitoring system still works.

Christina Baskin

The Christmas Potluck is on December 19 at 12 noon.

Meeting ended: 1:44 pm