

El Camino Police Department
Division Council Meeting
November 21, 2013

Present: Mike Trevis, Mitchell Kekauoha, Grace Knox, Dal Toruno Josh Armstrong, Erick Mendoza, Jorge Cervantes, Jan Caldwell, Gary Robertson, Erika Solorzano, Jeff Lewis

The meeting began at 10:12 a.m.

The minutes of September 24, 2013 were approved as written.

OLD BUSINESS

Police Officers Assigned to Police Units

Erika discussed the issue with Erick and concluded it would be difficult to do. Gary added that currently he has come across another officer's war bag and other items left in three different units. Mike said there would be a police facility in the plans for the new three story structure on the MBB side of campus and he would like to have an expanded locker room so that officers can properly store their war bags and gear.

Different Brand of Service Weapon

Mike spoke to the range masters. As long as the weapon is .40 or .45 caliber and the range master has checked it, then it is fine to use if it is a different brand. The department issued weapon is still the Glock 40.

Police Officer Daily Activity Log

To review: Mike had wanted to do a pilot program of handwritten logs. Instead of the logs, officers were to try a more detailed CAD entry.

The whole purpose behind the written logs was to be able to see in detail what exactly was physically checked in a building, at what time and who took what. It is not only for the department. Sometimes Rocky Bonura would need to see the details for medical aid calls on campus. Mike has not yet looked at the current logs to see if more details have been entered in CAD. If not, then it is back to handwritten logs.

This item will be discussed again at the next meeting.

Formal Booking Procedure

If you are citing someone out in the field and not bringing them in, then there is no procedure. If bringing the arrestee in, we need a booking procedure. At Compton Center there is no detention facility but a system still needs to be in place in-house such as attaching a County booking slip that states "in-house only" to the department paperwork.

NEW BUSINESS

Citations Stored in Admin Bldg.

Jan asked why they were stored in the Admin Building basement. The citations aren't being filed in order. The files were taken out of the Evidence Room and moved to the Admin Building because of storage space. Jan would like them brought back and stored in the station because it is easier to have them at the station and they are official documents.

ROUND TABLE

Josh Armstrong

Jan mentioned she's having problems with the radio. The construction at the MCS Building where the tower is located is part of the problem. Overall, the radios have been working better. Josh has ordered new batteries for the radios that will fit better in the holsters. The radio tower will be dismantled sometime in December and by the end of January we are expected to be fully back up and operational. We will lose some range and lose coverage in basement areas. There is no disruption for Compton Center, it is an isolated system.

Erick Mendoza

Do not remove the vehicle maintenance stickers in the units so that he knows when the next oil change should be scheduled.

Jorge Cervantes

There is interference on Compton Center's radios. They are not sure what company is causing the interference. They hear it 24/7. It has been going on for about two years where it started out as small blurts but now it can be heard constantly. The company can't hear Compton Center but Compton can hear their conversation. Dispatch does not hear it. The interference is in the cars and the portable radios.

Josh will check the FCC website to see who is licensed around the campus. Josh will set-up a scanner and record it to see if they are licensed. The antennas may need to be moved.

Josh will follow-up on the matter.

Mike Trevis

A reminder that when you transmit over the radio to key the mic for a second or two then talk and release. Dispatch may be busy, and will need time to prepare. A preparatory command may give dispatch enough time to set up for the transmission.

Gary Robertson

He thanked the chief for the award and ceremony given on Monday.

When he worked at the Compton Center, he noticed that the contracting company doesn't lock the gates, which is a concern that thefts or break-ins will occur. The gates are either broken or can't be locked, and anyone can drive in on the north side. He suggests having either Jo Ann or Barbara tell the contractors to lock the gates. Mike said there are plans to have the Greenleaf gate back up.

There will be Active Shooter Training on Friday, December 13th at the Allied Health Building at Compton Center. It will either be from 8 am to 5pm or 8am to 6pm. He will coordinate with Lt. Box to see if staff or student government is interested in participating.

Erika

She got a quote for new baseball caps and will forward it to Arlene later today.

Gary asked if the officers can get a canvas or nylon bag for the AmbuBags. Erika will talk to Leisa Biggers to see if she can get about 20 bags.

The meeting ended at 11:05 am.