

El Camino Police Department
Division Council Meeting
November 25, 2014

Present: Michael Trevis, Francisco Esqueda, Erick Mendoza, Mitchell Kekauoha, Josh Armstrong, Jan Caldwell, Arlene Bautista, Jeff Lewis, Dal Toruno

The minutes of the August 14 were approved as written.

OLD BUSINESS

Portable Wheelchair Lift Training (9/8/2014) Status

Except for Marcus Thompson and Erika Solorzano, all the day shift officers are trained on using the portable wheelchair lift. The officers on night shift and graves still need training.

Traffic Safety Officer

A committee will be formed to discuss the requirements for the Traffic Safety Officer. The will be one of the police officer duties. An email will be sent out to see if anyone is interested to serve on the committee.

We also need a CPR instructor.

Antrax Debrief

After action report: The rule of thumb is to leave evidence where it is, evacuate the building, and make a decision on who needs to go for decontamination.

NEW BUSINESS

Dispatch a Back-up Unit to an Officer on a Traffic Stop

It is safe practice to send an available unit as a back-up unit when an officer is on a traffic stop. Jeff Lewis will write something and have the chief review it before it's distributed.

Change of Permanent Work Location Between Torrance and Compton Center Campus

Article 8, Section 1 of the POA contracts addresses employees transferring from one work location to another. It also states that the dean, director, or manager has the authority to approve or disapprove the transfer. If the transfer is not approved, it is not grievable.

Prop 47

A general order explaining Prop 47 will be distributed.

Refresher Training on Livescan Fingerprinting Machine

Officers would like refresher training on the department's Livescan fingerprinting machine. Any officers interested in retraining should send an email to the sergeants. Erick or Josh should be present when test fingerprinting is done.

To keep your access activate, officers must use the Livescan machine every 90 days. Otherwise LACRIS will block the officer's access.

If an officer does a booking, make sure dispatch, Erick, and Josh know about the booking. There's a process to clear the booking.

Cleary Compliance

Jan Caldwell handles the Cleary Compliance for El Camino College and Wendell Haynes handles it for El Camino Compton Education Center. There are significant changes in the law which involves other division offices.

If someone wishes to remain anonymous on a rape, officers must do a follow-up on the case.

A general order on the Cleary Act will be distributed.

Plan Builder / TracDat

The District will no longer use Plan Builder, the software program for Program Review and Planning. TracDat is the new program that will be used. There are some training dates. Anyone is welcomed to attend.

ROUND TABLE

Mike Trevis

Mike attended a meeting with the Los Angeles County chiefs of police which discussed how civil unrest will be handled. They will be developing relationships with the community. Community colleges are already implementing this.

Dal Toruno

The transition schedule for the January 1, 2015 shift rotation is posted. There is a big improvement on the reports. Eighty percent of the reports are completed. Keep it up.

Arlene Bautista

The Safety Training for the month of December is posted. Please read then sign the Training Documentation Sheet.

Dry Cleaning – The CSO's should not pick-up officers' uniforms from Classic Cleaners. Officers should pick-up their own uniforms because if there is a problem, the officer should handle the problem not the CSO.

Josh Armstrong

Safe Driver's Class/CDL Check - Officers who handle the Safe Driver's Class should not ask a dispatcher to do a CDL check or ask for a CDL printout. Make a photocopy of the license, and give the photocopy to Grace. She will request a CDL check/printout from DMV.

Radios – According to Tom Brown, renovations the old MCS building will be completed by November 27. The radio system will be partially in service in December.

Major League Baseball 459 alarms at Compton Center – MLB events are not the Dispatch Center's responsibility. Mike Trevis will discuss this with Chief Jim McDonnell. Josh will provide the Chief Trevis with data.

Erick Mendoza

Industry and Technology started moving into renovated MCS building. There are 50 cameras in the building and 15 cameras in the new shops. One camera is on the east side of the first floor of the Cosmetology area.

The emergency poles at EC Compton Center are installed and working. There are 24 E-poles.

Francisco Esqueda

Dispatcher access to the Datatel Person Restricted Screen is not consistent. Some dispatchers have access to this screen, and others do not have access. The chief will send an authorization request to ITS to give all dispatchers access to this screen.

The Night Duty List with the deans' contact information needs to be updated. Mike will contact Karen Lamb.

9-1-1 Holding for a Cadet - Dispatch should send whichever officer is free to handle the 9-1-1 calls. The sergeants, CSO's, and FTO's have the ability to see pending calls on their MDC's. Dal will handle this issue.

The meeting ended at 2:41 pm.