A G E N DA
REGULAR MEETING OF
THE POLICE TASK FORCE
THURSDAY, MAY 24, 2018, 8:30 AM
SOUTH BAY REGIONAL
PUBLIC COMMUNICATIONS AUTHORITY
SECOND FLOOR CONFERENCE ROOM
4440 W. BROADWAY, HAWTHORNE, CA 90250

1. **CALL TO ORDER**

2. **ACTION ITEMS**

    2a.   **Approval of Minutes – January 25, 2018**

    2b.   **Vetting of Calls**

    2c.   **Field Medical Clearances**

3. **EXECUTIVE DIRECTOR'S REPORT**

4. **ROUND TABLE DISCUSSION**

5. **INFORMATION ONLY ITEMS**

    5a.   **INSB Subscriber Units**

6. **ADJOURNMENT**

MINUTES OF A REGULAR MEETING
OF THE POLICE TASK FORCE

1. **CALL TO ORDER**

    The Police Task Force convened in a regular session at 8:35 AM on Thursday, January 25, 2018, in the second floor conference room at the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

    ROLL CALL

Present:	Sgt. Mick Gaglia, Hermosa Beach Police Department
	Sgt. Ray Garcia, El Segundo Police Department
	Captain Mike Ishii, Hawthorne Police Department
	Lt. Aubrey Kellum, Culver City Police Department
Absent:	Gardena Police Department
	Manhattan Beach Police Department
Also Present:	Josh Armstrong, Hawthorne IT

2. **ACTION ITEMS**

    2a.   **Approval of Minutes – November 16, 2017**

    The Police Task Force minutes of November 16, 2017 were approved as written, absent Gardena and Manhattan Beach Police Departments.

3. **EXECUTIVE DIRECTOR'S REPORT**

    None.

4. **ROUND TABLE DISCUSSION**

    4a.   Operations Manager Kauffman distributed tapes on hold to Hawthorne, Hermosa Beach and El Segundo and she asked them to please advise if they would like to retain them.

    4b.   Operations Manager Kauffman presented the current broadcast policy adding Vigilant to Hawthorne to Captain Ishii for review.

4c.   Administration Manager Krok advised that the Motorola mobile and portable radios for the Interoperability Network of the South Bay (INSB) should be received today.   He asked if the departments would like Commline to attach their asset tags to the radios.

Sgt. Gaglia stated that Hermosa Beach Police Department does not.

Hawthorne IT Armstrong stated his intent to advise Authority staff.

4d.   Administration Manager Krok explained Authority staff's suggestion that, instead of the Motorola modem, the Sierra Wireless MP70 modem be used for the INSB.

Hawthorne IT Armstrong explained that Hawthorne will continue to use Sierra Wireless MP70 modems.   But, they will need to be upgraded for the INSB and it will be necessary to ensure the vehicles have enough antennae to handle Wi-Fi.   He confirmed that El Segundo's forthcoming Rocket IOT body cameras will work with the mobile data computers (MDCs); however, GST mapping will not.

Captain Ishii asked that Executive Director Mailloux prepare a memorandum to the departments with the recommendation to use the Sierra Wireless MP70 modem for the INSB.

4e.   Hawthorne IT Armstrong related his intent to distribute listings of vehicles/user name, and grand master privileges in the Tiburon system for the departments' review.

4f.   Hawthorne IT Armstrong advised that, in an effort to avoid apparent security problems, patches and upgrades will be made to the Net Motion system.   He asked that the Technical Services Department notify Hawthorne IT of any issues.

4g.   Captain Ishii discussed the multiple changes that will arise and the manner in which business will be conducted with the INSB, particularly in the communications center.

5.   **INFORMATION ONLY ITEMS**

None.

6.   **ADJOURNMENT**

The meeting was adjourned at 8:55 AM.

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY
MEMORANDUM

Date: Revised: February 12, 2015
February 11th, 2015

To: All Communications Personnel

From: Shannon Kauffman, Operations Manager

Subject: Calls for Service– Suspicious Activity and Suspicious Persons

Effective immediately, in the cities of Hermosa Beach, Manhattan Beach and El Segundo, any calls received by dispatch where the caller indicates there is suspicious activity in the area and/or suspicious subjects, a call for service shall be generated immediately. After the call has been entered, dispatch will supplement further information such as description and/or detailed activity. For example, the initial call would state "In front of location, 2 male subjects unknown to the area." It is imperative that all calls are entered even when a caller is unable to describe the type of suspicious activity or why they deem the person suspicious. If a caller feels a subject or activity is suspicious, we are not to question their reasoning as to why they feel the person or activity is suspicious. All calls shall be entered regardless of time lapse.

In order to ensure the caller that we are responding to their request for service, monitor the status of the call while you are on the line. We should immediately advise the caller when the call has been dispatched and/or if units are on the way. Or, if the call has been entered but not dispatched, advise the caller we will be there "as soon as possible."

Our job as dispatchers is to provide a service to the citizens of the communities we serve. When a citizen disconnects a call they should feel confident that their request was handled in a professional manner and that their call was important.

cc: All Communications Personnel
            Administration Manager
            Executive Director