

**MINUTES OF A REGULAR MEETING
OF THE POLICE TASK FORCE**

1. **CALL TO ORDER**

The Police Task Force convened in a regular session at 8:30 AM on Tuesday, May 24, 2018, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: Lt. Aubrey Kellum, Culver City Police Department
Sgt. Eden Robertson, Culver City Police Department
Lt. Dan Kim, El Segundo Police Department

Absent: Gardena Police Department
Hawthorne Police Department
Manhattan Beach Police Department

Also Present: Executive Director Erick Lee
Operations Manager Shannon Kauffman
Administration Manager John Krok
Staff Services Sandy Farley

2. **ACTION ITEMS**

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

The minutes of the regular Police Task Force meeting on January 25, 2018 were continued to the next meeting due to a lack of a quorum of those present at the meeting on January 25, 2018.

2b. **Vetting of Calls**

Referring to a memorandum re “Calls for Service-Suspicious Activity and Suspicious Persons” addressed to All Communications Personnel from Operations Manager Kauffman dated February 11, 2015, Executive Director Lee related El Segundo Police Department’s request for more vetting of suspicious activity and persons calls prior to dispatching officers.

Administration Manager Krok explained that citizens are told to “see something, say something,” so it might be necessary to better educate them on this topic.

Operations Manager Kauffman advised that it is up to the departments to determine how they would like to deal with suspicious activity and persons calls.

Lt. Kim stated his intent to further discuss this matter with Chief Whalen and report back to Authority staff.

Executive Director Lee asked Lt. Kim to share the above-referenced memorandum from Operations Manager Kauffman with Chief Whalen.

Lt. Kellum commented on the importance of receiving specific information on suspicious activity calls. He entertained the idea of adding a type code for unfamiliar persons without suspicious activity.

2c. Field Medical Clearance

Operations Manager Kauffman requested departmental input on field medical clearance procedures. She related staff's preference that the jailer or watch commander call dispatch.

3. EXECUTIVE DIRECTOR'S REPORT

3a. Executive Director Lee introduced himself to the Police Task Force. He invited the departments to provide input on any issues not being addressed.

4. ROUND TABLE DISCUSSION

4a. Administration Manager Krok called attention to the City of El Segundo's plans to rename the portion of Sepulveda Boulevard in El Segundo "Pacific Coast Highway."

Operations Manager Kauffman pointed out that this could result in some mapping issues with cellular telephones and she asked that the mapping changes be discussed with the Public Safety Answering Point (PSAP) coordinator.

4b. Administration Manager Krok offered to handle a frequency letter to El Segundo Police Department from the Federal Communications Commission.

4c. Lt. Kim asked to reserve a tactical channel on July 4, 2018 from noon to midnight.

5. INFORMATION ITEMS

5a. Subscriber Units

Administration Manager Krok shared updated information on the status of the portable radio installations in El Segundo Police Department vehicles.

6. ADJOURNMENT

The meeting was adjourned at 9:05 AM.