

**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 Thursday, July 22, 2017, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

**ROLL CALL**

Present: Administrative Officer John Francis, Gardena Police Department  
Lt. Ray Garcia, El Segundo Police Department  
Captain Mike Ishii, Hawthorne Police Department

Absent: Culver City Police Department  
Hermosa Beach Police Department  
Manhattan Beach Police Department

Also Present: Operations Manager Shannon Kauffman  
Administration Manager John Krok  
IT Manager Johnnie Griffing  
Josh Armstrong, Hawthorne IT Manager

2. **ACTION ITEMS**

2a. **Approval of Minutes – April 27, 2017**

**MOTION:** Administrative Officer Francis moved to approve the Police Task Force minutes of April 27, 2017 as written. The motion was seconded by Captain Ishii and passed by unanimous voice vote, absent Culver City, Hermosa Beach and Manhattan Beach Police Departments.

3. **EXECUTIVE DIRECTOR'S REPORT**

3a. Administration Manager Krok reported on the status of the Unified Voice system and the Pink Patch project. He noted the need to compile policies and procedures for the new Vigilant automatic license plate reader (ALPR) system.

Hawthorne IT Manager Armstrong advised that the Boss software has been dismantled and Vigilant is being installed. In answer to a question from Administration Manager Krok, Mr. Armstrong explained that the ALPR system was not included as an interface in the Mark 43 computer aided dispatch (CAD) system.

4. **ROUND TABLE DISCUSSION**

4a. Lt. Garcia related his understanding that some El Segundo officers had their mobile data computer (MDC) logon names changed.

Operations Manager Kauffman related her intent to look into this. She will advise the Communications Supervisors that MDC logon names are not to be changed without authorization.

4b. Operations Manager Kauffman noted two new type codes as requested by Hawthorne Police Department: "Park Security Check" and "School Security Check."

4c. Operations Manager Kauffman asked for requests pertaining to the 4<sup>th</sup> of July Holiday.

Lt. Garcia and Administrative Officer Francis indicated they will check with their departments and advise Authority staff. Captain Ishii confirmed that Hawthorne Police Department has no requests.

4d. Administration Manager Krok introduced the Authority's new IT Manager, Johnnie Griffing.

5. **INFORMATION ONLY ITEMS**

None.

6. **ADJOURNMENT**

The meeting was adjourned at 8:45 AM.