

September 25, 2008

**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 a.m. on Thursday, September 25, 2008, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: Sgt. Brian Klatt, Manhattan Beach Police Department
Sgt. Steve Prendergast, Gardena Police Department
Lt. Mike Saffell, Gardena Police Department
Lt. Tom Thompson, Hermosa Beach Police Department
Lt. Gary Tomatani, Hawthorne Police Department

Absent: None.

Also Present: Executive Director Ralph Mailloux
Administration Manager Bonnie Agee
Operations Manager Shannon Kauffman
Technical Services Manager Jose Rivera
Staff Services Gary Stevens
Aaron Stolfuss, Tiburon

2. **ACTION ITEMS**

2a. **9-1-1 Mobile Mapping Demonstration**

Aaron , Tiburon, gave a detailed demonstration on Tiburon's mobile mapping program, which is currently used in the Southern California cities of Long Beach, Ontario, San Bernardino and Glendale.

Administration Manager Agee advised that the total cost of the program would be approximately \$125,000.

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Mr. Stolfuss departed the meeting at 8:56 a.m.

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Police Task Force
September 25, 2008

2b. **Approval of Police Task Force Minutes – August 28, 2008**

The Police Task Force minutes of August 28, 2008 were unanimously approved as written.

3. **EXECUTIVE DIRECTOR'S REPORT**

3a. Executive Director Mailloux reported that Authority staff is in the process of reviewing the requests for proposal for the Punta Place Infrastructure Upgrade Project. He anticipated that the Project will be under the budgeted amount and that staff's recommendation for the award of the contract will be made at the next joint meeting of the Executive and User Committees.

3b. Executive Director Mailloux advised that Authority staff will meet with City of Manhattan Beach staff in the near future to discuss requirements for the Manhattan Beach Water Tower Infrastructure Upgrade Project.

3c. Executive Director Mailloux related his understanding that El Segundo is in the process of expanding their communications center and is apparently no longer interested in the Authority providing their 9-1-1 emergency communications services.

3d. Executive Director Mailloux explained that Authority staff is in the process of compiling a list of the member agencies' communications equipment, which will be distributed to the agencies for updating. Staff is also preparing a Frequency Allocation Plan, which will be presented to the Police and Fire Task Forces and the User Committee for input. He noted that it is necessary to transition to 800 MHz by 2013, which will require the purchase of approximately 180 modems at a cost of approximately \$2,500 each and the idea of the Authority funding this expense through undesignated funds could be considered; and that Authority staff is making an effort to obtain approximately ten 700 MHz frequencies.

Lt. Saffell noted the difficulty of determining the technology that will be needed in the future.

3e. Executive Director Mailloux advised that, as requested by a Hermosa Beach councilman, the computer aided dispatch system was corrected to reflect that the 200 block of 35th Street is located in Hermosa Beach.

3f. Executive Director Mailloux congratulated Lt. Tom Thompson on his promotion to Lieutenant.

4. **ROUND TABLE DISCUSSION**

4a. In answer to a question from Operations Manager Kauffman, the Police Task Force members verified that the communications operators should broadcast the 28/29 information on all traffic stops.

4b. Technical Services Manager Rivera mentioned that preparations on the mobile data computers (MDCs) for the new Tiburon computer aided dispatch (CAD) system are almost complete. He asked that the new icons on the MDCs not be launched until the cut over to the new system is complete.

5. **INFORMATION ONLY ITEMS**

5a. **Tiburon Go Live Date Is Now October 14, 2008**

Administration Manager Agee advised that the cut over for the new Tiburon computer aided dispatch system is scheduled for the morning of October 14th.

6. **ADJOURNMENT**

The meeting was adjourned at 9:40 a.m.