



**CALIFORNIA POLICE ACCREDITATION
COALITION**
Meeting Minutes
September 20, 2012
Modesto Police Department
Public Meeting Room
600 10th Street
Modesto, CA 95354



www.californiapac.org

Linda Kaus
President
Modesto Police Dept
(209) 480-6284
kausl@modestopd.com

The meeting was held at the Modesto Police Department, Public Meeting Room, 600 10th Street, Modesto, CA 95354. The meeting was called to order at 10:05 a.m. by President Linda Kaus.

Welcome and Introductions (Agenda Items #1-2)

Linda welcomed the group and thanked everyone for their attendance.

Mark Mosier
Vice President
Hayward Police Dept
(510) 293-7190
mark.mosier@hayward-ca.gov

Modesto Police Department Interim Chief Gene Balentine welcomed the group and spoke for a few minutes about how CALEA has changed the department and been an integral part in their success regarding recent lawsuits. He also spoke about a recent outside investigation which included an in-depth review of their Use of Force policy. With their CALEA documentation they were able to prove compliance with the Policy and training. He also stated that even though the department has undergone budget cuts, CALEA is too important to consider doing without.

Nancy Morehead
Secretary
East Bay Regional
Park District Police
(510) 690-6503
nmorehead@ebparks.org

Linda and Cynthia provided the group with housekeeping information and explained that lunch would be provided at 11:30.

Martha Villanueva
Treasurer
San Francisco State Univ.
(415) 338-3950
mvcanelo@sfsu.edu

Other members/agencies in attendance were:

Maya Mitchell
CALEA Representative
(703) 352-4225, Ext 20
mmitchell@calea.org

Linda Kaus, Cynthia Fuzie, Modesto PD
Mark Mosier, Hayward PD
Nancy Morehead, David Phulps, East Bay Regional Park Dist.PD
Martha Villanueva, SFSU PD
Tim Hinkson, Patricia Arvizu, Kevin Davis, Heater Mangus, Mary Huang, CHP
Tara Russell, Jenna Hazelwood, Alameda County Sheriff's Office
Regional Training Center
Sherry Lange, Pismo Beach PD
Carole Salerno, UCSF PD
Janice Hamm, Patricia Reed, Alameda County Sheriff's Office
Dave Reece, Dan Montgomery, Berkeley PD
Lisa Graetz, Union City PD
Lon Milka, Rocklin PD
Michelle Gonzalez, Lake County Sheriff's Office
Judi King, Greg King, Lifetime CALPAC members

President's Report (Agenda Item #3)

Linda passed around a sign-in sheet and a CALPAC Roster for any updating as necessary. She reported that we have 4 agencies in California that are in self-assessment.

- California Highway Patrol Training Center
- Burbank PD
- East Palo Alto PD
- Livermore PD

Vice President's Report (Agenda Item #4)

Mark had no report at this time.

Secretary's Report (Agenda Item #5)

Nancy Morehead asked for a motion to approve the minutes from the June 14, 2012. Tim Hinkson, CHP made a motion to approve the minutes, Mark Mosier, Hayward PD seconded the motion and the minutes were approved.

Nancy also asked that everyone complete a name placard to be placed on the table so that we are all able to see each other's names and agencies.

Treasurer's Report (Agenda Item #6)

Martha Villanueva stated that two payments were made:

- \$216.00 for web hosting service
- \$20.00 for Statement of Information fee related to the 501c3 application

Our account balance is \$4746.00 and all agencies are up to date with their dues.

Dues of \$100.00 will be due again in February 2013.

P.O.S.T. Update (Agenda Item #7)

Our POST representative was unable to attend.

Committee Reports (Agenda Item #8)

None.

Old Business

CALPAC 501c Status Update (Agenda Item #9)

Because our original 501c status application stalled somewhere, Mark Mosier started the process over again in June of this year. It seems to be progressing through the system and the last thing needed is the approval from the state. Mark reported that he expects to hear from the state in late November/early December and will report back to the PAC at that time.

Membership Dues Update (Agenda Item #10)

Martha reported that all agencies are up to date with dues. They will again be due on February 1, 2013 and she will send the registration/renewal form to agencies by request.

CALPAC Website Update (Agenda Item #11)

Martha reported that the new webmaster is still working on our website. To view the website visit: <http://sfworks.com/calpac/> once completed, this new website will replace the old. She also provided a handout showing the layout of the new site.

New Business/General Discussion
Lifetime Membership Application (Agenda Item #12)

Steve Sanders, Ret. Lt. from Garden Grove PD applied for lifetime membership to the PAC. His membership was approved by the Board on 9/20/12.

Communication Rohnert Park (Agenda Item #13)

Brian Masterson, Director of Public Safety, Rohnert Park has been given approval to sign a contract with CALEA at the beginning of the New Year and he looks forward to becoming involved with the PAC.

Agency Requests for Info (Agenda Item #14)

Several Agencies have requested information from the PAC since the last meeting. Among them were:

1. Rocklin – 42.1.6i Annual review of procedures for collection of suspicious incidents and criminal intelligence. Also 33.8.1 – Career Development
2. Fresno – Reportable Force
3. Hermosa Beach – Ethics
4. Hayward – Indoor Marijuana Grows (he did not receive feedback specific to indoor grows) Mark mentioned an article reference on the CALEA website regarding this problem
CALEA link:
<http://www.calea.org/content/study-concerning-health-impact-indoor-marijuana-cultivation>
Division of Environmental and Occupational Health Sciences, Department of Medicine,
National Jewish Health Article link:
<http://www.calea.org/sites/default/files/Indoor%20Marijuana%20Grow%20Effects.report%201b.pdf>
5. EBRPD – Search and Rescue

PAC President Meeting July 2012 Conference

Linda shared with the group the discussion points and concerns raised by the Regional PAC Presidents at their August meeting. A PDF of these minutes is available by request.

Linda reminded the group that version 5.14 was released for CACE-L. She also let everyone know that the changes from version 5.13 can be compared in a side by side screen in PowerDMS. A scan of this screen shot is included in these minutes. This is the final change notice that will be sent to clients and from this point on Accreditation Managers will need to access change information from the electronic manuals in PowerDMS.

There was much discussion regarding PowerDMS and its use. Most agencies appear to be continuing with CACE-L and only plan to transfer to PowerDMS when necessary. It was mentioned that Oakland Housing Authority is using the full version of PowerDMS for their current accreditation cycle.

CALEA E-Communique

Linda reported that CALEA has no date in mind for discontinuing support of CACE-L. If they do eliminate CACE-L, 3 years notice will be given so agencies will not need to change their method of recordkeeping mid-assessment.

The print feature is now active in PowerDMS on a standard by standard basis.

CALEA is developing an on-line library of sample policies for all clients to use as a resource.

Recent changes approved by the SRIC in Scottsdale include:

- 46.1.9 – is now Mandatory for every size agency
- 72.4.5 and 72.8.2 – have standard and commentary language changes
- 82.1.6 – change in commentary language, basically an automated system for password audit can be used to satisfy bullets c & d
- 84.1.4 – controlled substances used for training should be treated as evidence and handled with the due diligence required for chain of custody reporting.

Training Academy standards that changed were:

- 7.3.8 – commentary language

Campus Security standards:

- 24.1.9 – level of compliance change
- 32.1.6 – commentary language

Summer 2012 CALEA Conference – Scottsdale (Agenda Item #17 and #20)

Linda Kaus (Modesto), Nancy Morehead (EBRPD), David Phulps (EBRPD) attended.

Linda reviewed the session: Preparing for a Gold Standard Assessment. She clarified that an agency must be seeking a 2nd re-accreditation in order to apply for the Gold Standard Assessment which requires extensive self-evaluation and reporting using the “Review Process and Outcomes Guide” prior to the on-site visit. The on-site visit is dedicated less to reviewing files and allows more time for assessors to interview and observe employees at all levels of the agency.

Nancy mentioned that at the summer 2011 conference this style of on-site was presented as the future for all agencies so CALEA has changed the process to allow agencies to voluntarily apply for this type of on-site.

Greg and Judi King offered insight into the assessment process and how they would like to see the process improved especially in the area of accreditation manager training. They have a very broad range of experience in all types of assessments and generously offered to share their knowledge with the group.

It was pointed out that the Gold Standard is an assessment type, or format, whereas the Excellence Award can be received for either a traditional or Gold Standard assessment.

Fall 2012 CALEA Conference – Jacksonville (Agenda Item #18)

Attending agencies will include:

- San Francisco State – Martha Villanueva, will be receiving Accreditation award
- ACSO Training Center – Tara Russell, will be receiving Accreditation award
- Union City – Lisa Graetz
- Hayward – Mark Mosier

Critical Incident Overview (Agenda Item #19)

Detective Mike Hicks from Modesto PD presented information related to a critical incident which occurred in the city of Modesto. He spent a generous amount of time reviewing the facts of the case including audio clips, photographs, narratives, and de-brief information.

We appreciate the willingness of the Modesto PD to share information including what went right and what went wrong so that we all might learn from the event and thank Detective Hicks for his time.

Open Discussion/Round Table

- Tara Russell, ACSO TC, suggested that CALEA be represented at the POST Training Managers Workshop sponsored by her agency and will follow up with Linda
- Lon Milka, Rocklin, asked a question regarding a multi bullet standard for which he has only one proof because only one incident relating to the standard occurred in the 3 year period. The consensus of the group was that he should populate all bullets with the one proof and include a memo explaining why he was not following the Appendix G protocol.
- Kevin Davis and Heather Mangus, CHP, are currently working on the CHP Training Center initial accreditation which they will try to complete in 2 years.
- Sherry Lange, Pismo Beach, emphasized that the MOCK assessment is critical
- Dave Reece and Dan Montgomery, Berkeley, are still doing set-up work prior to signing a contract with CALEA
- Michelle Gonzalez, Lake County, is still doing prep work prior to signing a contract with CALEA
- Lisa Graetz, Union City, expects to sign a contract with CALEA in January
- Patricia Reed and Janice Hamm, ACSO, relayed information from Doug Matteo regarding PowerDMS and CALEA working together to assist with the transition
- Tim Hinkson, CHP, will be leaving the PAC to return to patrol. It has been great to work with Tim and we will miss him – Good luck out on the roads Tim!

The next PAC meeting will be hosted by ACSO at the Training Academy on either December 6th or 20th. Linda will send a message when the day is confirmed.

Adjournment

The meeting was adjourned at 1405 hours.