



CALIFORNIA POLICE ACCREDITATION COALITION

Meeting Agenda

May 15, 2014 10:00am
Hayward PD
Hayward, CA



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1. Welcome Kerry Jackson
2. Opening Remarks AM Lauren Sugayan
Lauren welcomed the group on behalf of Chief Urban who was attending an academy graduation.
3. Introductions Everyone

In attendance:

ACSO: Janice Hamm, Doug Matteo
ACSO RTC: Tara Russell
BART PD: Matt Cromer
CALEA: Mark Mosier
CHP: Kevin Davis, James Mann
EBRPD PD: Nancy Morehead, David Phulps
Hayward PD: Lauren Sugayan
Oakland Housing Authority PD: Paul Malech
Petaluma PD: Ken Savano, Nick McGowan
Pismo Beach PD: Sherry Lange
Rocklin PD: Lon Milka, Forrest Richardson
SFSU PD: Martha Villanueva
Stanford University PD: Vincent Bergado, Frank Hom
Tustin PD: Kristin Miller
Union City PD: Lisa Graetz
Lifetime Member: Kerry Jackson

4. President's Report Kerry Jackson
Kerry reminded the group that the Secretary and Treasurer position terms will end in December and asked that anyone interested in filling either position send a memo of interest to the Secretary prior to the August meeting. We will conduct an e-mail vote in September (one vote per agency) and the new board members will be announced at the December meeting.
Kerry was re-certified as an assessor at the Garden Grove Conference and will be doing an assessment in Grand Forks North Dakota soon. He shared some of the advice Lead Assessor Larry Schultz sent him in preparation for the assessment and suggested that all Accreditation Managers review this document (attached) to gain a better understanding of what types of things the assessors are looking for during an on-site assessment.
5. Presentation – SMASH Dave Lundgren
The SMASH (Synchronized Multi Agency Safe Housing) program was presented to the group in relation to chapter 45 – Crime Prevention and Community Involvement. The program takes a comprehensive approach to problem areas and assists the

community in taking control. HPD conducts approximately 9 SMASH operations per year which include gathering data about a property including history of complaints, calls for service, beat cop input, arrests, code violations, etc. They look for legal grounds for intervention often using parole and probation searches to get in the door.

The significant difference in this program is when they go in they have multiple partners with them. Once the property is secured, the building inspectors, community preservation inspectors, and rental housing inspectors enter and inspect and potentially levy fines. They may also include CPS, housing authorities (section 8), and parole or probation agents. The city attorney's office may also be involved with help getting restraining orders.

The goal is to change the behavior, comply with the community and serve as a wakeup call for residents and the neighborhood. The final step is dealing with the land owner, not the renters. They work with the property owner to clean things up and lend assistance where needed (inspections, legal, and other resources).

This process resulted in a new ordinance – "Social Nuisance" ordinance which can levy fines up to \$4,000 - \$15,000 - \$20,000 (1st – 3rd offenses) to the property owner. HPD has met with property owners and neighborhood groups to explain this ordinance and provide resources for them to help solve the problems.

They also have a coordinated approach to the re-inspections.

Kerry mentioned that these are the types of programs that assessors love to hear about so they can highlight them in their reports. Lauren said that their assessor participated in a SMASH operation.

6. Vice President's Report Paul Malech

Paul welcomed visiting agencies, BART, Stanford University, and returning new agencies Petaluma and Union City. He also thanked the agencies that responded to his request for personal video policies.

7. Secretary's Report Nancy Morehead

Nancy circulated the current roster and asked everyone to verify and/or update the information listed for their agency. She also circulated a sign in sheet.

February 2014 minutes were approved as written (Motion –Sherry Lange, Second –Janice Hamm).

8. Treasurer's Report Martha Villanueva

Martha reported that we have \$7,488.63 in our account. Membership fees were due on February 1st and there are 7 agencies that have not yet paid.

9. CALEA Program Manager's Report Mark Mosier

Mark welcomed the new agencies and let them know that he is available to them at any time. He became involved with CALEA in 2008 when he was a Lt. for Hayward PD. He believes that it is a very good program that helps create a better work environment for everyone.

The biggest update from CALEA is the new "Crosswalk" program which allows agencies with multiple accreditations (Law Enforcement, Communications, and Training Academies) to eliminate the files that are duplications. It requires less time and has a reduced cost. Some agencies with multiple accreditations are: ACSO, Henderson, Las Vegas Metro.

He mentioned IACLEA (International Association of Campus Law Enforcement Administrators) and offered to be a resource on the differences of the program compared to CALEA.

He reminded us that the GOLD standard assessment process may be an option which we should consider. The process has received favorable comments from those who chose it.

We are still under represented in CA and Mark asked for assistance in spreading the word. There was some discussion about how to market CALEA and encourage others to attend a CALPAC meeting.

COMMITTEE REPORTS

10. Fund Distribution Lauren Sugayan

The committee included Lauren Sugayan, Sherry Lange, and Armen Dermenjian.

Lauren passed out a draft document regarding fund disbursement for agency or individual programs for skill improvement related to CALEA. (see attached document)

Martha reminded the group of the type of things we have spent our money on in the past to include donations for conferences (\$1,000 to Garden Grove) and a nonprofit donation when Linda Kaus passed.

The discussion brought out the following ideas:

- Different spending limits for different types of expenses
- Clarification is needed on what types of projects are covered – for example: strategic planning sessions?
- Lowering dues might be an option if we are having to look for ways to spend the funds
- The funds should always be used to benefit the PAC as a group
- Reimbursement of meeting costs might not allow some agencies to provide lunch due to agency spending restrictions
- Funds could be used for us to create our own training for new AMs – more hands on specific training rather than the theoretical training offered at the conferences
- The new Assessor Shadow training might spark interests in full assessor training which the PAC could sponsor or assist with. This would clearly benefit the PAC to have additional trained assessors.

Ideas should be sent to Lauren who will work with the committee to bring this back to the PAC at the next meeting for further discussion.

Mark said that other PACS such as New England offer their own conferences which may provide ideas for our group.

OLD BUSINESS

11. CALPAC 501c Status Update

Martha Villanueva

Martha reported that we have not completed all of the required paperwork yet and will report back at the August meeting.

12. Assessor/Shadow Training

Nancy Morehead

Nancy reported that our current PAC assessors: Kerry Jackson, Carel Duplessis, Judi and Greg King are all strongly in favor of creating a group of members to shadow or assist with MOCK assessments. Judi, via e-mail, suggested that even with electronic assessments members can review files, make comments, and the assessor can evaluate the comments and give feedback. Paul recently conducted a MOCK in this manner with file review and comments which were then given to his Chief, Carel Duplessis, who finalized the comments.

In order to move this process forward Nancy circulated a list for members to indicate their level of involvement with CALEA, if they are able to assist or shadow, and what type of MOCK they are able to assist with (On-site, electronic, PowerDMS). This list will then be made available to the current assessors who will utilize these members in future MOCK assessments.

13. By-Law Revisions/Meeting Reimbursement

Kerry Jackson

Kerry re-capped the bylaw changes from the previous meeting

NEW BUSINESS

14. Garden Grove Conference

Kerry Jackson

Kerry reported that the conference went well especially considering the limited resources and no "host" agency. He said that working with the CALEA staff and Commissioners behind the scenes was a great experience and that Mark Mosier did an outstanding job keeping everything going.

He also thanked Tustin PD and Garden Grove for their assistance. He said that the host night might be used as a model for future conferences.

15. OC Grand Jury Report

Kerry Jackson

The OC Grand Jury Report was discussed at the Garden Grove conference and focused on how police organizations dealt with the mentally ill. The result of the report was a recommendation that agencies become CALEA accredited. Mark has reached out to the agencies involved in the report but did not receive much response. The Grand Jury is not a mandate but a suggestion. Kerry shared with the group that ACSO was not thought of as a very professional organization before Sheriff Plummer brought CALEA to the agency. Now it is a highly respected agency due in large part to the processes required by accreditation.

16. SRIC Changes LE v5.19

Paul Malech

Paul reminded everyone that the standards are accessible in PowerDMS which we are required to enroll in. Oakland Housing also uses the PowerDMS Assessment Suite and no longer uses CACE-L. To compare versions, select the manual from the "Search..." drop down, select the manual, click on the pencil icon, select the revisions tab, and select the 2 versions you wish to compare. The table of contents will indicate where the changes are with * and **bold** numbering.

He reviewed the CALEA LE standards changes released in April 2014 including the following:

- 22.2.4 commentary change
- 22.2.6 commentary change
- 22.2.7 added bullet c
- 33.6.1 added bullet c
- 46.1.10 commentary change
- 52.2.4 standard statement change, level of compliance change
- New Glossary term: active threat
- Time sensitive change: added 41.2.2k and 46.1.10e

(**Note:** The following also had changes although they were not discussed at the meeting:

Communications V2.15: 3.1.2 – Language change, 3.2.6 – Language change, AppA – added Liability, AppG removed commentary language

Training Academy V2.9: 4.2.4 – Commentary addition re: peer support services, AppG removed commentary language

Compus Security V1.6: 12.2.4 – Commentary addition, 12.2.6 – Commentary addition)

Mark discussed the timeliness of Time Sensitive Standards and that generally the annual reviews/analysis should be done within 6 months of when the data becomes available. This is not binding but is strongly suggested.

PowerDMS has a report function to aid in Time Sensitive maintenance.

17. Open Discussion - Roundtable

Everyone

Those with comments or questions during the roundtable were:

Kerry Jackson thanked everyone for attending, Lauren for hosting, and Dave for presenting the SMASH program

Paul Malech (Oakland Housing Authority) told the group about their on-going struggle to be compliant with Chapter 84 due to evidence being processed by Oakland PD, a non-accredited agency. The SRIC sent the problem back to the agency so they did a full audit of OPD property and evidence, re-wrote their procedures, and now have a mechanism to track their property and evidence through the process that OPD controls. The audit was good and He is hopeful that this will satisfy the Commission.

Tara Russell (ACSO RTC) They are moving forward with a 6/29-7/2 onsite. The training center moved their on-site up one year to come in line with the LE cycle. They have had contact with the lead assessor and are happy that the crosswalk program has simplified the process. She is unclear however what the denominator is for the 20% rule and has yet to receive clarification.

Forrest Richardson (Rocklin) He is the new AM and although he attended the conference training for new AMs he feels that it was not specific enough. He would welcome a PAC "bootcamp" program

Lon Milka (Rocklin) Thanked Mark Mosier for (nearly) single handedly putting on the Garden Grove conference. They learned in their on-site that annual reports need to be done in the same month every year, some of the Lexipol language they adopted was not adequate and required modification, and they complied with Chapter 91 for the first time

Kevin Davis (CHP) Their onsite for Communications will be in August. They are transitioning to a new AM (James Mann) but Kevin will still be involved from a distance (Luckily for James, Kevin's new office is next door.)

Matt Cromer (BART) Thanked the group for allowing him to attend, they are considering accreditation

Lauren Sugayan (Hayward) She recently rolled out Lexipol with many issues and several technical problems. They will be purchasing the PowerDMS Accreditation suite this summer so she will be spending time learning to navigate both new systems. They are developing a new process for citizens' survey which she will share with us in the future. HPD is creating a video about CALEA and the benefits which may help with marketing to other agencies

Sherry Lange (Pismo Beach) They are starting their 4th cycle, they received Accreditation with Excellence at the Garden Grove conference. They will be moving to PowerDMS as well and will have a new chief soon.

Ken Savano (Petaluma) The money to begin accreditation will be budgeted soon and the process is becoming less foggy

Doug Matteo (ACSO) 6 weeks until their on-site. Internal affairs recently purchased IAPro which will change the way they handle those standards. He offered to the new agencies that they are welcome to visit ACSO – they have been accredited for 18 years

Vincent Bergado (Stanford) Thanked everyone for the warm welcome, they are in the exploration stages and working on policy. He will take the information back to staff to help them decide which type of accreditation to pursue

David Phulps (EBRPD) said they are in the 2nd year of the 2nd re-accreditation

Lisa Graetz (Union City) They will officially start the process soon with their new chief who comes from Hayward PD

Mark Mosier (CALEA) suggested that the members utilize the CALEA website including the calendar which has information about what other PACs are doing

Adjournment at 1:25pm

Future Meetings: **August 21** – Buena Park PD
November – Oakland Housing Authority PD