

California Law Enforcement Telecommunications System (CLETS)  
Advisory Committee (CAC)  
Meeting Notes

December 21, 2017

**Present:** Members: Chair James Mele (California State Sheriffs' Association)  
Joe Dominic (California Department of Justice)  
Cynthia Renaud (California Police Chiefs' Association)  
Evert Palmer (League of California Cities)  
Frank Alvarez (Department of Motor Vehicles)  
Marc Shaw (California Peace Officers' Association)  
Mark Pazin (Gov. Office of Emergency Services)  
Mike Carroll (California Peace Officers' Association)

**Absent:** Scott Howland (California Highway Patrol)  
Vice Chair Lee Seale (California State Association of Counties)

**Others:** Maria Cranston (CLETS Executive Secretary)

**1. CALL TO ORDER**

Chair Mele called the meeting to order at 10:01 a.m.

**2. ROLL CALL**

CLETS Executive Secretary Maria Cranston called roll; a quorum was present.

**3. HOUSEKEEPING**

Chair Mele indicated the location of the restrooms and that there was an optional sign-in sheet near the door.

**4. AUDIENCE INTRODUCTIONS (Optional)**

- a. CLETS Administration Section
- b. Legal Counsel
- c. Audience

**5. EXECUTIVE SECRETARY'S REPORT**

CLETS Executive Secretary Maria Cranston presented the following:

CLETS traffic statistics for July 1, 2017 – September 30, 2017 were presented.

	<u>Inbound</u>	<u>Outbound</u>
• Total Messages	260,419,384	261,336,482
• Monthly Average	86,806,461	87,112,161
• Daily Average	2,830,645	2,840,614

Possible cases of CLETS misuse in which the Department of Justice (DOJ) ran CLETS journal searches for 2017 include:

Journal Searches Performed	43
o No CLETS Misuse	25
o Pending Findings	15
o Misuse Found	3
* No Action Taken	0
* Counseled	0
* Reprimanded	0
* Suspended	1
* Resigned	1
* Terminated	1
* Other	0

Pending cases are followed-up on monthly basis.

**6. UPDATE: UPGRADE APPLICATIONS APPROVED BY THE DOJ**

Chair Mele presented the following 20 CLETS applications for informational purposes. No vote was required by the Committee as the applications were previously approved by the DOJ:

- a. Banning Police Department
- b. California City Police Department
- c. California State University, Chico Police Department
- d. Chico Police Department
- e. Claremont Police Department
- f. Costa Mesa Police Department
- g. Fountain Valley Police Department
- h. Fresno County District Attorney’s Office
- i. Gonzalez Police Department
- j. Irvine Police Department
- k. Monterey County Sheriff’s Office
- l. San Diego Police Department
- m. San Pablo Police Department
- n. Sequoia and Kings Canyon National Park Service – Park Rangers
- o. Simi Valley Police Department
- p. Siskiyou County Sheriff’s Office
- q. Tehama County Sheriff’s Office
- r. Turlock Police Department
- s. U.S. National Park Service, Sequoia and Kings – Park Rangers
- t. University of California, Davis Police Department

**7. NEW SERVICE APPLICATIONS**

Chair Mele referred to CLETS Executive Secretary Maria Cranston to present information about the two agencies requesting CLETS access:

- a. Department of Child Support Services, Bureau of Public Assistance Investigations (San Diego County) – The applicant is applying as a Class 3 agency, which is defined as a law enforcement unit of a non-law enforcement agency having peace

officers and over 50 percent of the unit's budget is specifically allocated towards law enforcement functions. They qualify under California Penal Code section 830.35(a). The applicant's primary function is to investigate public assistance fraud. Inquiry access is requested using two devices. Staff recommends approval.

Chair Mele asked for public comment. There were none.

Motion to approve: Marc Shaw  
Second: Mark Pazin

Vote to approve: Marc Shaw  
Mark Pazin  
James Mele  
Cynthia Renaud  
Mike Carroll  
Frank Alvarez  
Evert Palmer  
Joe Dominic

The motion passed.

U.S. Social Security Administration, Office of the Inspector General (Contra Costa County) – The applicant is applying as a Class 3 agency, which is defined as a law enforcement unit of a non-law enforcement agency having peace officers (under Penal Code section 830.8, agency has law enforcement officers) and over 50 percent of the unit's budget is specifically allocated towards law enforcement functions. They qualify under the Inspector General Act of 1978. The applicant's primary function is to conduct investigations of fraud, waste and abuse for the Social Security Administration. Inquiry access is requested using a single device. Staff recommends approval.

Chair Mele asked for public comment. There were none.

Motion to approve: Marc Shaw  
Second: Evert Palmer

Vote to approve: Marc Shaw  
Evert Palmer  
James Mele  
Cynthia Renaud  
Mike Carroll  
Frank Alvarez  
Mark Pazin  
Joe Dominic

The motion passed.

## 8. CLIENT REPORTS

Chair Mele referred to CLETS Executive Secretary Maria Cranston to present information about the applicants:

- a. Brea Police Department is now compliant, effective October 25, 2017. They will be removed from future agendas.
- b. Madera Co Sheriff Department is now compliant. The agency projected to be compliant by December 15, 2017. They have met the deadline and will be removed from future agendas.

## 9. CLOSED SESSION

CLETS Executive Secretary Maria Cranston advised the audience that pursuant to Government Code section 11126(c)(18)(A), a closed session will be conducted in order to review detailed Client Reports regarding specific matters that pose ‘a threat or potential threat of criminal activity’ against CLETS and/or CLETS data transmitted between the DOJ and specific client law enforcement agencies.

Chair Mele initiated a roll call vote on this action.

Vote to approve:	James Mele
	Cynthia Renaud
	Mark Pazin
	Mike Carroll
	Marc Shaw
	Frank Alvarez
	Evert Palmer
	Joe Dominic

The Committee vacated the chambers to go to closed session. Upon return to open session, Chair Mele indicated a motion and a vote was taken to grant an extension.

CLETS Executive Secretary Maria Cranston reiterated to the audience that a closed session was held pursuant to Government Code section 11126 (c)(18)(A). The Committee received a status report regarding specific matters that pose “a threat or potential threat of criminal activity” against CLETS and/or CLETS data transmitted between the DOJ and specific client law enforcement agencies, where the disclosure of these considerations could compromise the security of CLETS or the transmitted CLETS data. The CAC evaluated the status of compliance efforts and directed dates by which items need to be resolved.”

## 10. MEMBERS REPORT

Chair Mele asked the CAC members if they have anything to report. Nothing to report.

**11. CAC DISCUSSION/OPEN FORUM/PUBLIC COMMENT**

Chair Mele asked for public comment. There was no comment from the audience, nor did the CAC members have any items for discussion.

Chair Mele made reference to a letter submitted by the Electronic Frontier Foundation as their official public comment. This letter will be posted on the CLEW website and the Attorney General's website attached to this meeting's notice.

**12. NEXT CAC MEETING/ADJOURN**

The next CAC meeting is tentatively scheduled for some time in July 2018, at a date to be determined. The meeting was adjourned at 10:28 a.m.