

Re: new bio for the Chief

**Subject:** Re: new bio for the Chief

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Fri, 12 Feb 2016 11:28:48 -0800 (PST)

**To:** Carole Kanegae <carolek@ci.garden-grove.ca.us>

Excellent...reads well.. Thanks ??  
Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Carole Kanegae <carolek@ci.garden-grove.ca.us>

To: James Colegrove <jamesc@ci.garden-grove.ca.us>

Sent: Fri, 12 Feb 2016 09:53:46 -0800 (PST)

Subject: new bio for the Chief

Carole Kanegae  
Office of the Chief of Police  
Garden Grove Police Department  
Ph: 714-741-5901  
Fx: 714-741-5902

Re: Locker

**Subject:** Re: Locker

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Mon, 15 Feb 2016 17:55:38 -0800 (PST)

**To:** Tanya Samoff <tanyas@ci.garden-grove.ca.us>

Tanya,

Sergeant Martin handles the lockers.

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Tanya Samoff <tanyas@ci.garden-grove.ca.us>

To: James Colegrove <jamesc@ci.garden-grove.ca.us>

Sent: Mon, 15 Feb 2016 17:02:34 -0800 (PST)

Subject: Locker

Hello,

I was wondering if I could request a locker. I was never issued one. Thank you

Tanya Samoff

**Subject:** General Order 2.6 revision

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 16 Feb 2016 17:38:12 -0800 (PST)

**To:** Amir Elfarra <amire@ci.garden-grove.ca.us>

**CC:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Hey Amir,

For historical tracking reasons, I took your bolded suggestions and recreated the revision with red tracking changes. See attached. Your bolded was the model for this revision. Please review it for accuracy.

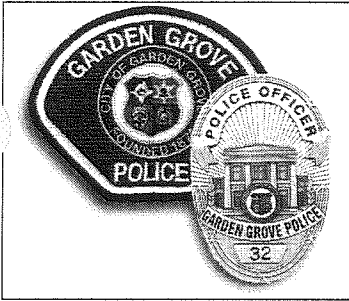
Thanks,

The Other Guy

**GO 2.6 suggested revision.doc**

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**Content-Encoding:** base64



**General Order: 2.6**  
**USE OF PHYSICAL AND LESS-LETHAL FORCE**

Effective: January 1, 1988  
Last Revised: ~~February 16, 2016~~ August 6, 2015

**PURPOSE**

The purpose of this General Order is to establish department policy and procedures for the use of physical force and to govern the use of less-lethal department-authorized weapons.

**PHYSICAL FORCE DEFINED**

*PHYSICAL FORCE IS THAT FORCE NECESSARY TO OVERCOME RESISTANCE, ACHIEVE COMPLIANCE, OR ANY USE OF DEPARTMENT ISSUED AND/OR APPROVED LETHAL OR LESS-LETHAL WEAPONS.*

**AUTHORITY FOR THE USE OF FORCE**

Section 835a of the California Penal Code states:

"Any peace officer who has reasonable cause to believe that the person to be arrested has committed a public offense may use reasonable force to effect the arrest, to prevent escape, or to overcome resistance.

A peace officer who makes or attempts to make, an arrest need not retreat or desist from his efforts by reason of the resistance or threatened resistance of the person being arrested; nor shall such officer be deemed an aggressor or lose his right to self-defense by the use of reasonable force to effect the arrest, prevent escape, or to overcome resistance."

**POLICY**

It is the policy of this department that each incident involving the application of any degree of physical or less-lethal force upon the person of another must be evaluated upon the facts of the particular incident.

Whenever any officer of this department, while in the performance of his official law enforcement duties, deems it necessary to utilize any degree of physical or less-lethal force upon the person of another, the degree of physical force shall only be that which the officer believes reasonable and necessary to effect the arrest, prevent escape or overcome resistance.

An officer of this department will use only the force necessary to accomplish lawful objectives.

A punch is not a recommended substitute for a control hold or a pain compliance technique, when dealing with non-combative resistance. Non-combative resistance is defined as:

1. An individual does not respond to an officer's requests or commands and may be argumentative, or
2. An individual's verbal or non-verbal actions indicate he is not complying with the officer's requests or demands, or
3. An individual is actively resisting handcuffing techniques, but is reasonably under control by the officer(s).

### **USE OF LESS-LETHAL WEAPONS**

Officers are authorized to carry only the following less-lethal weapons:

1. Approved baton/ASP
2. Approved Chemical Agent
3. Approved "Less Lethal" Shotgun
4. ~~Electronic Control Device (ECD)~~ Conducted Electrical Weapon (CEW)
5. PepperBall Delivery System
6. Approved 40mm "Less Lethal" single and multi-launchers and munitions
7. Approved 12 gauge "gas rounds" (SWAT Team only)
8. Approved 40 mm "gas rounds" (SWAT Team only)

Community Service Officers assigned as Field Report Writers are authorized to carry only the following less-lethal weapon:

1. Approved Chemical Agent

Officers will be trained in and will demonstrate proficiency in the use of these weapons at a POST certified recruit academy, upon employment and through an in-house retraining program. A certified Department instructor will train the Community Service Officers in the use of the approved chemical agent who must demonstrate proficiency in its use.

Any employee who doesn't demonstrate proficiency will be provided remedial training until they are able to do so. In-service training in the use of less-lethal weapons will occur at least biennially, except for the ~~electronic control devices (ECD)~~ conducted electrical weapon (CEW) and carotid control hold, which will be done annually.

As with any use of force, the force must be reasonable to the situation applied. Taking into consideration the facts confronting the officer, approved less-lethal weapons may be used in a variety of situations, including but not limited to the following:

1. To de-escalate a dangerous or potentially dangerous situation.

2. When there is a potential threat of public or officer safety, including situations in which self-inflicted injury by a suspect may occur.
3. When immediate control is needed due to tactical considerations, such as safety and/or the potential for harm.

Less-lethal weapons are not intended to replace firearms or self-defense techniques. They may be used to control a dangerous or violent subject when deadly physical force does not appear to be justified and/or necessary; or attempts to subdue the subject by other conventional tactics have been, or will likely be, ineffective in the situation. Less-lethal weapons may also be used in situations where there is a reasonable expectation that it will be unsafe for officers to approach a person and take him or her into custody without the probability of injury to the officers or suspect.

Officers should be aware of the suspect's location and surroundings prior to discharging an conducted electrical weapon ~~electronic control device (ECDCEW)~~ to reduce the chance of collateral injury to the suspect from falling. The ~~ECDCEW~~ should not be used in situations where the suspect is in proximity to, known to be in possession of or is contaminated with flammable liquids, gases, blasting or explosive materials, or any other highly combustible material that may be ignited by the device. The ~~ECDCEW~~ shall only be used in accordance with the proper guidelines and instructions identified in the Department's training program. Nothing in this policy shall prohibit or discourage the use of other less-lethal weapons in conjunction with or prior to the deployment of the ECDCEW.

There are several factors to consider prior to the deployment of less-lethal weapons. The following should be considered if the subject/suspect is:

1. at risk for arrest-related death (i.e. *known* long-term drug use, mental illness, drug influence.).
2. in a "high-risk" population such as pregnant, infirm, elderly, small child, or low body mass.
3. known to have seizure disorders.
4. less able to catch or protect him/herself (i.e. restrained, handcuffed, incapacitated, immobilized)
5. is running, in motion, or moving under momentum.
6. is operating or riding in a mode of transportation (i.e. vehicle, bus, skateboard, bike, escalator).
7. positioned so the optimum target area is not available or there is a high likelihood the intended target area will be missed.
8. not in a location where he/she can be immediately taken into custody by the officers available, or there are insufficient backup officers present to effect the arrest.

These factors should be considered but this not necessarily an all-inclusive list.

**CARE SHOULD ALWAYS BE EXERCISED DURING THEIR USE. THE USE OF A LESS-LETHAL WEAPON(S) MUST BE DOCUMENTED IN THE FORMAT DESCRIBED BELOW.**

## **ORIENTATION AND QUALIFICATION FOR NEW EMPLOYEES**

All new sworn employees will complete an orientation and qualification with their authorized less-lethal weapons during their orientation program. The orientation program will include the issuance and instruction in all general orders related to the use of force. Should there develop an exception, the employee(s) can continue with their field training program, provided the employee(s) successfully passed an Academy's Firearms Training course (California POST approved). The minimum passing qualification score will be 80% of the highest possible score.

## **REPORTING THE USE OF FORCE**

Whenever an officer applies any degree of physical or less-lethal force upon a person while in the performance of his official duties, the officer will articulate the use of force in his arrest report.

The report will detail:

1. Justification for the use of physical force
2. The type of force applied (specify less-lethal weapon, if applicable)
3. The effect of the force upon the person
4. The subsequent actions taken by the officer

**NOTE:** If the District Attorney's Office is requested to investigate the matter, the involved officer(s) interview with the District Attorney's Investigator will suffice for the official report. Any necessary arrest and crime incident face page reports will be completed by the officer(s) involved. If the officer(s) elects not to give a voluntary statement to the District Attorney's Investigator, and the suspects remain outstanding or are subject to prosecution for related offenses, the Department shall retain the authority to require involved officers to provide sufficient information in related criminal reports to facilitate the apprehension and prosecution of those individuals.

The officer will notify a field supervisor as soon as possible if the application of physical or less-lethal force results in one of the following injuries:

1. Unconsciousness
2. Temporary vision impairment caused by a chemical agent
3. Any other injury requiring medical treatment

In the case where a baton, less-lethal shotgun, Pepper Ball, ECD CEW, 40mm impact round or other instrument/object is used, a field supervisor will be notified as soon as possible. The field supervisor should also respond to the scene.

In the case of a dog bite, the canine handler will complete a Garden Grove Police Department K-9 Incident Report in addition to the above notification.

The on duty division sergeant will review arrest reports that involve the use of physical force.

### **DEADLY FORCE OR SERIOUS INJURY**

When an incident involving the discharge of deadly force occurs, the reporting and investigative procedures established in General Order 2.8 - Discharge of Deadly Force will be followed.

Any other use of force that results in a death or serious injury shall also follow the reporting and investigative procedures established in General Order 2.8 - Discharge of Deadly Force.

### **MEDICAL TREATMENT**

When an arrestee requires medical treatment as a result of physical force being applied, the procedures established in General Order 10.9 - Arrestee Transportation are to be followed.

Once the subject is in custody, the arresting officer shall notify an on-duty supervisor as soon as possible of the ~~ECDC~~CEW deployment and summon paramedics to the scene and advise paramedics and the Emergency Room staff that the person has been subjected to the ~~ECDC~~CEW. If the probes penetrate the skin, the puncture sites shall be brought to the attention of the on-duty supervisor, Paramedics and Emergency Room Staff. Only Emergency Room Staff should remove ~~ECDC~~CEW probes that are embedded in the skin of the suspect. All subjects exposed to an ~~ECDC~~CEW deployment must be cleared by emergency room personnel as soon as possible and prior to release from police custody. After examining the affected person, the Paramedics ~~will~~ shall ~~arrange for~~ determine how ~~the suspect will be transported to the hospital.~~ transportation of the suspect to the hospital via an ambulance. ~~Transportation to a medical facility will be by police transport unless otherwise directed by the Fire Department Paramedics.~~

Photographs shall be taken of ~~ECDC~~CEW and less-lethal weapon related injuries. CEW ~~p~~Probes that have penetrated the body should be treated as Biohazard "Sharps". Proper handling ~~and disposal~~ of the ~~ECDC~~CEW probes is essential to avoid exposure to injury or the transmission of blood borne pathogens. The expended CEW probes shall be booked as evidence. ~~Based on the totality of the circumstances, the on scene supervisor has the discretion to direct the probes and cartridge be booked into evidence or destroyed. The onscene supervisor should ensure that the probes and cartridge are booked as evidence.~~

In the event a subject is exposed to a "direct impact" of a Pepper Ball projectile, the arresting officer shall examine the effected person to determine if they are in need of medical attention. The exception would be if an individual flees and he or she cannot be located. Photographs of the impact sight shall be taken to document any impact related injuries. As soon as practical, the subject should be taken into fresh air and the officer should flush the suspect(s) eyes with water if needed.

In instances where a person is struck by 12 gauge or 40mm less lethal munitions, the subject shall be taken to a medical facility for examination as soon as practical. The



exception would be if an individual flees and he or she cannot be located. Photographs of the impact site shall be taken to document any impact related injuries. The 12 gauge and/or 40 mm munitions casing, as well as the impact munitions shall be booked into property and evidence. An exception to this procedure would be in the event of a riot type situation where officer safety prohibits the collection of evidence and/or if the evidence cannot be located.

### **REVIEW OF THE USE OF FORCE**

A field supervisor must submit a Use of Force Review memorandum, directed to the Chief of Police, when the use of force is applied by use of a baton, less-lethal shotgun, conducted electrical weapon~~Electronic Control Device (ECD)~~CEW), a direct impact from a Pepper Ball projectile, or other less-lethal instrument/object; or any other use of force that results in death or serious injury. A field supervisor shall also prepare a Use of Force Review memorandum for any application, or attempted application, of the carotid restraint control hold, regardless of whether the use of the carotid restraint control hold resulted in loss of consciousness. Also, a field supervisor may submit a Use of Force memorandum after any use of physical force incident in which the supervisor feels it is necessary to report the incident in writing up the chain of command.

The memorandum will accompany all relevant reports and documents that pertain to the incident. The employee's Division Commander and Bureau Commander will review the package. The Bureau Commander may request that the Use of Deadly Force Review Board convene to review the circumstances of the incident. If a Use of Force incident is referred to the Use of Force Review Board, the employee(s), involved in the incident will be interviewed by the Internal Affairs Sergeant prior to the Board's review of the incident if the available reports or prior interviews are insufficient. The completed internal investigation, along with all reports, and any other necessary information requested by the board, will be provided to them. Refer to General Order 2.9 - Use of Deadly Force Review Board.

If a formal investigation is initiated, it will be conducted in compliance with the procedures established in General Order 1.2 - Disciplinary Procedures.

If the use of force and/or any other actions by the employee involves death or traumatic/serious injury to a person, the involved employee(s) will be placed on administrative leave with pay pending a mandatory interview with a department-recognized psychologist. If the psychologist is not called out or is unavailable at the time of the incident, the involved employee(s) Unit or Division Commander will request that the Training Manager arrange an appointment with the psychologist. The employee(s) Unit or Division Commander will insure that a City of Garden Grove Personnel Action Form is completed to document the administrative leave with pay. After consultation with the department psychologist, and a preliminary review of the incident, the employee(s) may be returned to full duty or modified duty based on what is in the best interest of the employee(s) and the department.

**CRIMINAL AND CIVIL LIABILITY**

The following state and federal code sections are relevant to the use of force and treatment of arrestees. All employees should be familiar with them.

147 PC - Inhumanity to Prisoners

148 PC - Resisting Public or Peace Officers

149 PC - Assault by Officers Under the Color of Authority

673 PC - Cruel and Unusual Punishments

692 PC - Lawful Resistance

694 PC - Lawful Resistance

835 PC - Method of Effecting Arrests/Resistance

843 PC - Force that May Be Used to Arrest Under a Warrant

43 Civil Code - Personal Rights

820a Government Code - Peace Officer Liability Same As a Citizen

Title 18, Section 241, 245 of the U.S. Code - Civil Rights Act

**GARDEN GROVE POLICE DEPARTMENT  
INTRA-DEPARTMENT MEMORANDUM**

**To:**

**From:**

**Date:**

**Subject: USE OF FORCE REVIEW**

This review is to be completed by an on-duty or on-scene supervisor when the use of force is applied by use of a baton, less-lethal shotgun, M-26 Advanced Taser, or other less-lethal instrument/object; or any other use of force that results in death or serious injury. Or when an employee discharges a firearm, on or off duty, intentionally or accidentally.

DR # \_\_\_\_\_

DATE OF INCIDENT \_\_\_\_\_

TIME OF INCIDENT \_\_\_\_\_

LOCATION OF THE INCIDENT \_\_\_\_\_

OFFICER(S) INVOLVED \_\_\_\_\_

NATURE OF THE CALL OR INCIDENT \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TYPE OF FORCE USED  PHYSICAL  LESS-LETHAL WEAPON  FIREARM

NATURE OF THE INJURIES AND MEDICAL TREATMENT REQUIRED \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SUMMARY OF THE ACTIONS OF THE OFFICER(S) INVOLVED \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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WAS AN OFFICER, POLICE EMPLOYEE, OR CITIZEN INJURED?  YES  NO

USE OF FORCE REVIEW/*Page 2*

IF YES, NATURE OF THE INJURIES AND MEDICAL TREATMENT REQUIRED

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WAS AN ACCIDENT REPORTING FORM COMPLETED?  YES  NO

IF YES, ATTACH A COPY

INVESTIGATOR(S) AND IDENTIFICATION TECHNICIAN(S) WHO RESPONDED, IF CALLED

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SUPERVISOR'S COMMENTS \_\_\_\_\_

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SUPERVISOR'S SIGNATURE \_\_\_\_\_

**Subject:** PD Temporary Storage

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 16 Feb 2016 19:05:05 -0800 (PST)

**To:** Phil Carter <philc@ci.garden-grove.ca.us>

**CC:** "Stauffer, Ben" <stauffer@ci.garden-grove.ca.us>, Randy Tucker <randyt@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Hi Phil,

Two things:

#1 The contract for design plans only on the PD front lobby/records remodel should be done within two or three weeks. I'll keep you posted and I certainly will include you when we have our first onsite confer with the architect at the PD.

#2 Now here's my favor request: As you probably already know, the PD will be facing a weeklong onsite re-accreditation visit the last week in March. We always like to tidy things up before the visit, so can we borrow around 20-foot by 10-foot of outside space at City Yard to temporary store such items as 50 plastic chairs, a BBQ grill, an industrial kitchen sink (don't get me started on that one!!), (2) picnic table, outdoor range targets, stationary bike, (8) folding tables, plus some other misc. items. Anywhere in the yard would be fine...and I'm hoping this can be done.

Please let me know,

Sincerely,

Jim Colegrove

**Subject:** Operational Area Mutual Aid Org Chart and Point of Contact List  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Wed, 17 Feb 2016 07:21:29 -0800 (PST)  
**To:** watch commanders <watch.commanders@ci.garden-grove.ca.us>, "sergeants "  
<sergeants@ci.garden-grove.ca.us>

Some good information attached regarding Mutual Aid contacts. FYI Only.

Thanks,

Jim Colegrove

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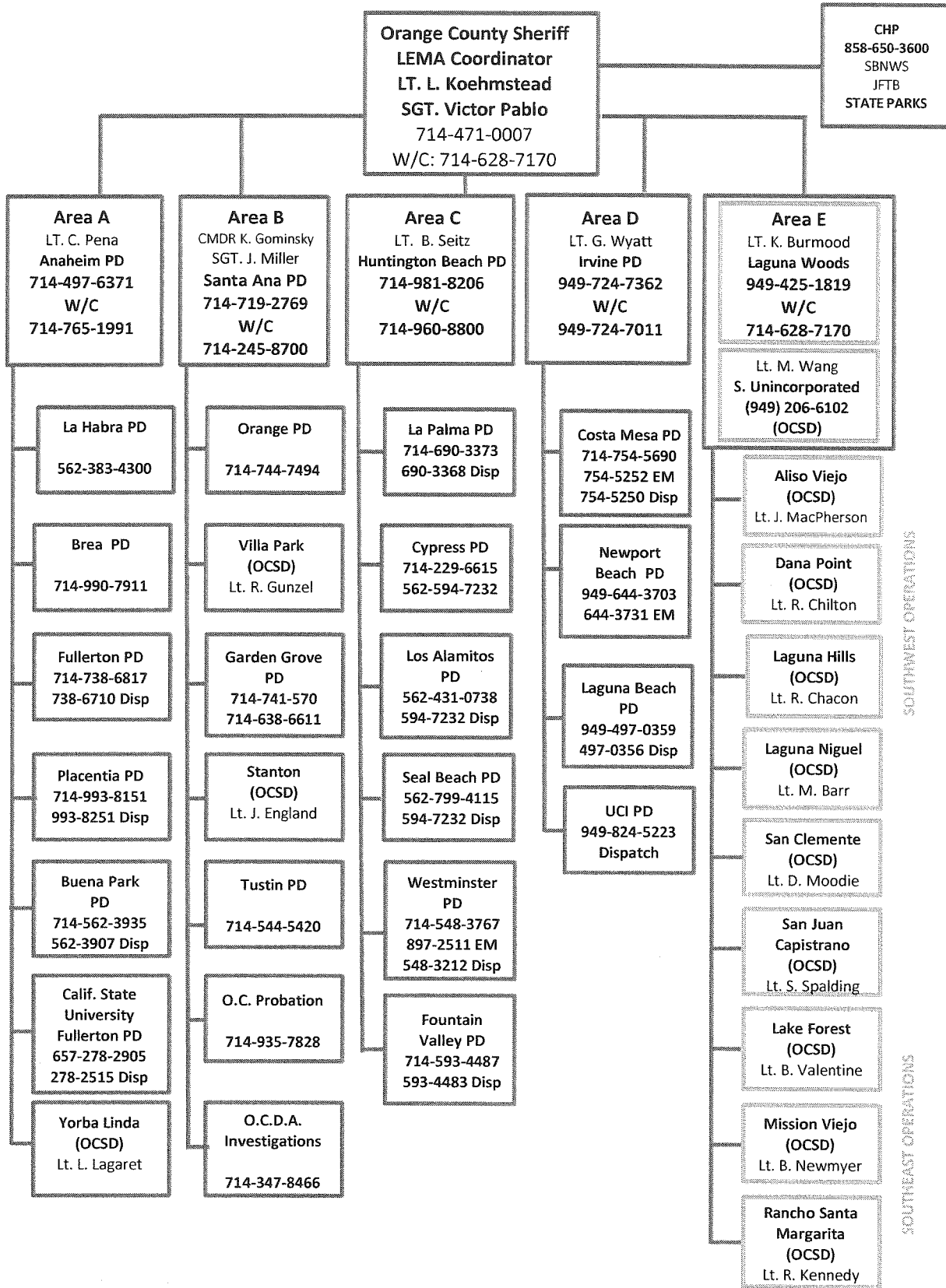
— Orange County Mutual Aid Org Chart - 2-12-16.pdf —

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**ORANGE COUNTY OPERATIONAL AREA  
LAW ENFORCEMENT MUTUAL AID ORGANIZATIONAL CHART**



SOUTHWEST OPERATIONS  
SOUTHEAST OPERATIONS

# ORANGE COUNTY OPERATIONAL AREA MUTUAL AID CONTACT ROSTER

First Name	Last Name	Department	Rank	Mobile Phone	Work Phone	Email
<b>AREA A</b>						
Pena	Chris	Anaheim	Lieutenant		(714) 497-6371	<a href="mailto:cpena@anaheim.net">cpena@anaheim.net</a>
* William	Smyser	Brea Brea	Lieutenant		(714) 990-7624	<a href="mailto:Bsmysr@cityofbrea.net">Bsmysr@cityofbrea.net</a>
* Frank	Nunes	Buena Park Buena Park	Lieutenant		(714) 562-3832	<a href="mailto:fnunes@bppd.com">fnunes@bppd.com</a>
* Thomas	Oliveras	Fullerton	Lieutenant		(714) 738-6817	<a href="mailto:toliveras@fullertonpd.org">toliveras@fullertonpd.org</a>
Rhonda	Cleggett	Fullerton	Lieutenant			
* Daniel	Barnes	La Habra	Sergeant			<a href="mailto:dbarnes@lahabracava.gov">dbarnes@lahabracava.gov</a>
* Eric	Point	Placentia Placentia	Lieutenant		(714) 993-8167	<a href="mailto:epoint@placentia.org">epoint@placentia.org</a>
Lane	Lagaret	Yorba Linda	Lieutenant			
Jones	Carl	Cal State Fullerton Cal State Fullerton	Lieutenant		(657) 278-4947	<a href="mailto:calones@fullerton.edu">calones@fullerton.edu</a>
<b>AREA B</b>						
Ken	Gominsky	Santa Ana	Commander		(714) 245-8040	<a href="mailto:kgominsky@santa-ana.org">kgominsky@santa-ana.org</a>
Jay	Miller	Santa Ana	Sergeant			<a href="mailto:jmiller@santa-ana.org">jmiller@santa-ana.org</a>
Dennis	Gomez	Orange	Lieutenant		(714) 744-7467	
Eric	Rosauer	Orange	Sergeant			
* Jennifer	Amat	Orange	Sergeant		(714) 744-7462	<a href="mailto:jamat@orangepd.org">jamat@orangepd.org</a>
Rob	Gunzel	Villa Park	Lieutenant			
Chris	Lawton	Garden Grove	Sergeant		(714) 741-5999	
* James	Colegrove	Garden Grove	Sergeant		(714) 741-5414	<a href="mailto:jamesc@ci.garden-grove.ca.us">jamesc@ci.garden-grove.ca.us</a>
* Vince	Vaicaro	Garden Grove	Corporal		(714) 741-5857	<a href="mailto:vincev@ci.garden-grove.ca.us">vincev@ci.garden-grove.ca.us</a>
James	England	Stanton	Lieutenant		(714) 824-1524	
* Garcia	Luis	Tustin Tustin	Sergeant		(714) 573-3220	<a href="mailto:lgarcia@tustinca.org">lgarcia@tustinca.org</a>
Shawn	Small	OC Probation	Director		(714) 796-0426	<a href="mailto:Shawn.Small@prob.ocgov.com">Shawn.Small@prob.ocgov.com</a>
* Victor	Ledesma	OC Probation	Sup. Prob. Ofcr.		(714) 937-4744	<a href="mailto:victor.ledesma@prob.ocgov.com">victor.ledesma@prob.ocgov.com</a>
* Andy	Terhorst	OCDA Investigators	Sup. Invest.		(714) 347-8609	<a href="mailto:Andy.Terhorst@da.ocgov.com">Andy.Terhorst@da.ocgov.com</a>
Kelly	Core	OCDA Investigators	Commander		(714) 347-8845	
Eric	Akerlind	OCDA Investigators	Commander		(714) 664-3950	
<b>AREA C</b>						
Brian	Seitz	Huntington Beach Huntington Beach	Lieutenant		(714) 536-5412	<a href="mailto:bseitz@hbpd.org">bseitz@hbpd.org</a>
* Terry	Kim	La Palma La Palma	Captain		(714) 690-3382	<a href="mailto:tkim@cityoflapalma.org">tkim@cityoflapalma.org</a>
* Jim	Olson	Cypress	Commander		(714) 229-6644	<a href="mailto:jolson@ci.cypress.ca.us">jolson@ci.cypress.ca.us</a>



## Cypress

* Rick	Moore	Los Alamitos Los Alamitos	Captain	(714) 431-2255	<a href="mailto:rmoores@cityoflosalamitos.org">rmoores@cityoflosalamitos.org</a>
* Mike	Ezroj	Seal Beach	Sergeant	(562) 799-4100x1145	<a href="mailto:mzezroj@sealbeachca.gov">mzezroj@sealbeachca.gov</a>
* Michael	Henderson	Seal Beach	Sergeant	(562) 799-4100x1160	<a href="mailto:mhenderson@sealbeachca.gov">mhenderson@sealbeachca.gov</a>
* Phil	Gonshak	Seal Beach	Sergeant	(562) 799-4100x1128	<a href="mailto:pgonshak@sealbeachca.gov">pgonshak@sealbeachca.gov</a>
* James	Kingsmill	Westminster Westminster			<a href="mailto:jkingmill@westminster-ca.gov">jkingmill@westminster-ca.gov</a>
* Matt	Sheppard	Fountain Valley Fountain Valley	Lieutenant	(714) 593-4483	<a href="mailto:Matt.Sheppard@fountainvalley.org">Matt.Sheppard@fountainvalley.org</a>
<b>AREA D</b>					
Gary	Wyatt	Irvine Irvine	Sergeant	(949) 724-7362	<a href="mailto:gwatt@cityofirvine.org">gwatt@cityofirvine.org</a>
* Scott	Greg	Costa Mesa	Lieutenant	(714) 754-5265	<a href="mailto:gscott@costamesaca.gov">gscott@costamesaca.gov</a>
Bakkila	Victor	Costa Mesa	Lieutenant	(714) 754-4812	<a href="mailto:vbakilla@costamesaca.gov">vbakilla@costamesaca.gov</a>
Glass	Bryan	Costa Mesa	Lieutenant	(714) 754-5603	<a href="mailto:bglass@costamesaca.gov">bglass@costamesaca.gov</a>
* Rachel	Johnson	Newport Beach Newport Beach	Sergeant	(949) 644-3744	<a href="mailto:rjohnson@nbbpd.org">rjohnson@nbbpd.org</a>
Jeff	Calvert	Laguna Beach	Lieutenant		
* Joe	Torres	Laguna Beach	Lieutenant	(949) 497-0330	<a href="mailto:jtorres@lagunabeachcity.net">jtorres@lagunabeachcity.net</a>
Jordan	Villwock	Laguna Beach	EO Coordinator		<a href="mailto:jvillwock@lagunabeachcity.net">jvillwock@lagunabeachcity.net</a>
* Joe	Reiss	UCI PD UCI PD	Lieutenant	(949) 824-2491	<a href="mailto:jreiss@uci.edu">jreiss@uci.edu</a>
<b>AREA E</b>					
* Ken	Burmood	Laguna Woods	Lieutenant		
* Mitchell	Wang	South Unincorporated	Lieutenant		
John	MacPherson	Aliso Viejo	Lieutenant		
Russell	Chilton	Dana Point	Lieutenant		
Roland	Chacon	Laguna Hills	Lieutenant		
Matthew	Barr	Laguna Niguel	Lieutenant		
David	Moodie	San Clemente	Lieutenant		
Scott	Spalding	San Juan Capistrano	Lieutenant		
Bradley	Valentine	Lake Forest	Lieutenant		
Bradley	Newmyer	Mission Viejo	Lieutenant		
Ronald	Kennedy	Rancho Santa Margarita	Lieutenant		
<b>LOCAL</b>					
* Ryan	Shackelford	CHP - Santa Ana	Captain	(714) 892-4426	<a href="mailto:rshackelford@chp.ca.gov">rshackelford@chp.ca.gov</a>
Scott	Moorhouse	CHP - Santa Ana	Lieutenant		<a href="mailto:smoorhouse@chp.ca.gov">smoorhouse@chp.ca.gov</a>
Brent	Pembleton	CHP - Santa Ana	Lieutenant		<a href="mailto:bpembleton@chp.ca.gov">bpembleton@chp.ca.gov</a>
* Donald	Goodbrand	CHP - Westminster	Captain	(714) 892-4426	<a href="mailto:dgoodbrand@chp.ca.gov">dgoodbrand@chp.ca.gov</a>
Cory	Ball	CHP - Westminster	Lieutenant		<a href="mailto:cball@chp.ca.gov">cball@chp.ca.gov</a>
* Jim	Fonseca	CHP - San Juan Capistrano	Captain		<a href="mailto:jfonseca@chp.ca.gov">jfonseca@chp.ca.gov</a>
		SB Naval Weapons Station			

SB Naval Weapons Station

State Parks

State Parks

JFTB

JFTB

Irvine Valley College

Sergeant

[gwagner@ivc.edu](mailto:gwagner@ivc.edu)

\* Gregory

Warner

OTHER

Eric	Fox	Los Angeles Sheriff	Sergeant	(323) 980-2287	<a href="mailto:efox@lasd.org">efox@lasd.org</a>
* Robbie	Royster	Los Angeles Sheriff	Sergeant	(323) 980-2042	<a href="mailto:RARoyste@lasd.org">RARoyste@lasd.org</a>
* Klaus	Girmes	Los Angeles Sheriff	Sergeant	(323) 980-2211	<a href="mailto:kgirmes@lasd.org">kgirmes@lasd.org</a>
* Kirstin	Lorek	San Diego Sherriffs Dept	Deputy	(619) 956-4949	<a href="mailto:Kirsten.Lorek@sdsheriff.org">Kirsten.Lorek@sdsheriff.org</a>
* Chad	Boudreau	San Diego Sherriffs Dept	Sergeant	(619) 956-4902	<a href="mailto:Chad.Boudreau@sdsheriff.org">Chad.Boudreau@sdsheriff.org</a>
* Mike	Knobbe	San Diego Sherriffs Dept	Sergeant	(619) 956-4996	<a href="mailto:Michael.Knobbe@sdsheriff.org">Michael.Knobbe@sdsheriff.org</a>
JoAnn	Quiroz	San Bernardino Sheriffs Dept	Deputy		
Mary Jane	Higgins	San Bernardino Sheriffs Dept			
* Robert "BJ"	Whiteside	San Bernardino Sheriffs Dept	Detective	(909) 387-0380	<a href="mailto:rwhiteside@sbcisd.org">rwhiteside@sbcisd.org</a>
* Robert	Purdue	Riverside Sheriffs Dept	Lieutenant	(951) 955-8860	<a href="mailto:rpurdue@riversidesheriff.org">rpurdue@riversidesheriff.org</a>
* John	Morin	Riverside Sheriffs Dept	Sergeant	(951) 955-8678	<a href="mailto:jmorin@riversidesheriff.org">jmorin@riversidesheriff.org</a>

**Subject:** Operational Area Mutual Aid Org Chart and Point of Contact List

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 17 Feb 2016 07:22:51 -0800 (PST)

**To:** Marty Donahue <martyd@ci.garden-grove.ca.us>

Do we need anything of the attached for chap. #2?

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— Orange County Mutual Aid Org Chart - 2-12-16.pdf —

Orange County Mutual Aid Org Chart - 2-12-16.pdf

**Content-Type:** application/pdf

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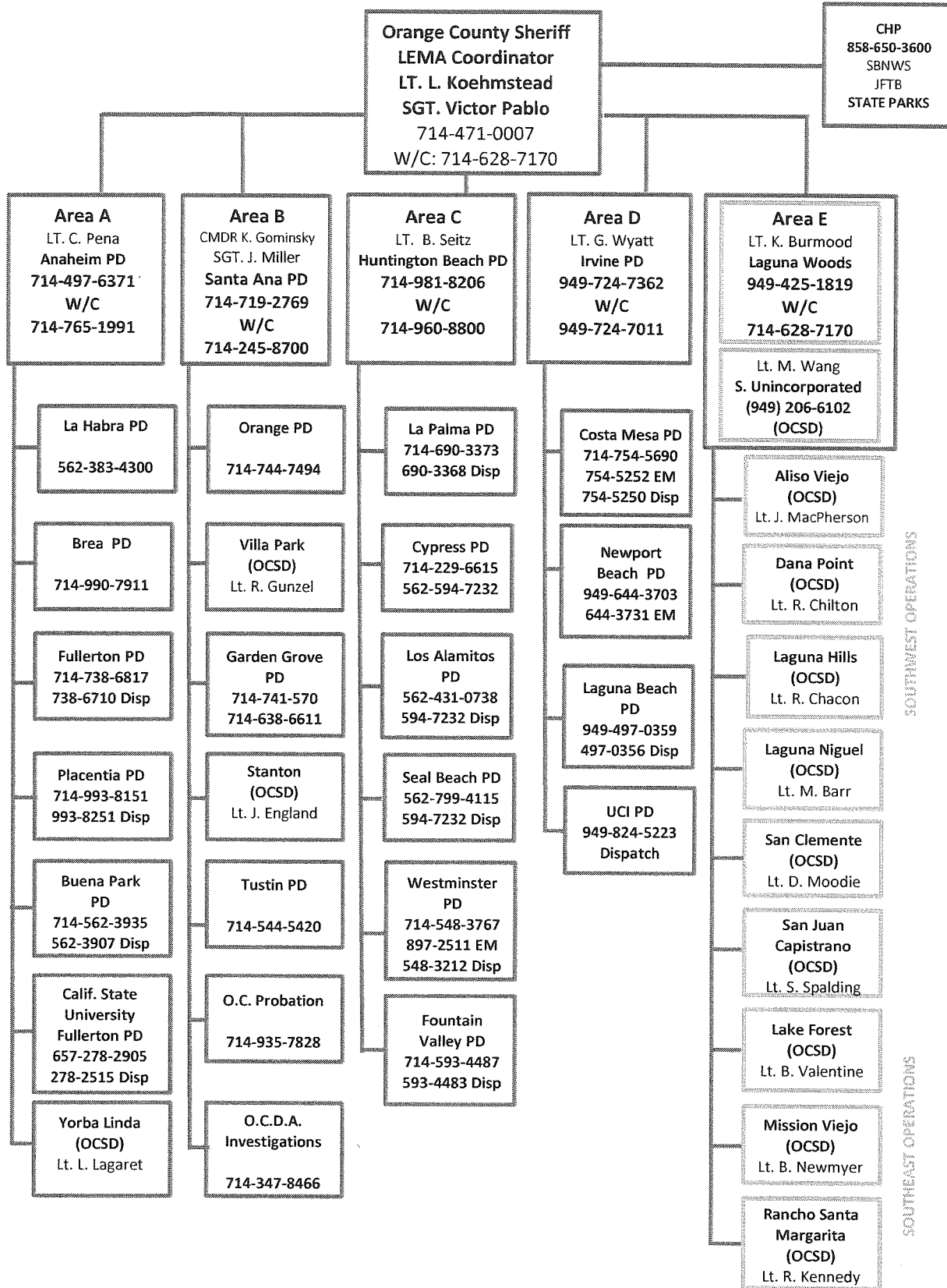
— Orange County Mutual Aid POC - 2-12-16.pdf —

Orange County Mutual Aid POC - 2-12-16.pdf

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**ORANGE COUNTY OPERATIONAL AREA  
LAW ENFORCEMENT MUTUAL AID ORGANIZATIONAL CHART**



SOUTHWEST OPERATIONS

SOUTHEAST OPERATIONS

# ORANGE COUNTY OPERATIONAL AREA MUTUAL AID CONTACT ROSTER

First Name	Last Name	Department	Rank	Mobile Phone	Work Phone	Email
Peña	Chris	Anaheim	Lieutenant		(714) 497-6371	<a href="mailto:cpena@ahaheim.net">cpena@ahaheim.net</a>
* William	Smyser	Brea Brea	Lieutenant		(714) 990-7624	<a href="mailto:Bsmysr@cityofbrea.net">Bsmysr@cityofbrea.net</a>

* Frank	Nunes	Buena Park Buena Park	Lieutenant	1	(714) 562-3832	<a href="mailto:fnunes@bpppd.com">fnunes@bpppd.com</a>
* Thomas	Oliveras	Fullerton	Lieutenant		(714) 738-6817	<a href="mailto:toliveras@fullertontpd.org">toliveras@fullertontpd.org</a>
Rhonda	Cleggett	Fullerton	Lieutenant			
* Daniel	Barnes	La Habra La Habra	Sergeant			<a href="mailto:dbarnes@lahabraca.gov">dbarnes@lahabraca.gov</a>
* Eric	Point	Placentia Placentia	Lieutenant		(714) 993-8167	<a href="mailto:epoint@placentia.org">epoint@placentia.org</a>
Lane	Lagaret	Yorba Linda	Lieutenant			
Jones	Carl	Cal State Fullerton Cal State Fullerton	Lieutenant		(657) 278-4947	<a href="mailto:calones@fullerton.edu">calones@fullerton.edu</a>

Ken	Gominsky	Santa Ana	Commander		(714) 245-8040	<a href="mailto:kgominsky@santa-ana.org">kgominsky@santa-ana.org</a>
Jay	Miller	Santa Ana	Sergeant			<a href="mailto:jmiller@santa-ana.org">jmiller@santa-ana.org</a>
Dennis	Gomez	Orange	Lieutenant		(714) 744-7467	
Eric	Rosauer	Orange	Sergeant			
* Jennifer	Amat	Orange	Sergeant		(714) 744-7462	<a href="mailto:jamat@orangepd.org">jamat@orangepd.org</a>
Rob	Gunzel	Villa Park	Lieutenant			
Chris	Lawton	Garden Grove	Sergeant		(714) 741-5999	
* James	Colegrove	Garden Grove	Sergeant		(714) 741-5414	<a href="mailto:jamesc@ci.garden-grove.ca.us">jamesc@ci.garden-grove.ca.us</a>
* Vince	Vaicaro	Garden Grove	Corporal		(714) 741-5857	<a href="mailto:vincev@ci.garden-grove.ca.us">vincev@ci.garden-grove.ca.us</a>
James	England	Stanton	Lieutenant		(714) 824-1524	
* Garcia	Luis	Tustin Tustin	Sergeant		(714) 573-3220	<a href="mailto:lgarcia@tustinca.org">lgarcia@tustinca.org</a>

Shawn	Small	OC Probation	Director		(714) 796-0426	<a href="mailto:Shawn.Small@prob.ocgov.com">Shawn.Small@prob.ocgov.com</a>
* Victor	Ledesma	OC Probation	Sup. Prob. Ofcr.		(714) 937-4744	<a href="mailto:victor.ledesma@prob.ocgov.com">victor.ledesma@prob.ocgov.com</a>
* Andy	Terhorst	OCDA Investigators	Sup. Invest.		(714) 347-8609	<a href="mailto:Andy.Terhorst@da.ocgov.com">Andy.Terhorst@da.ocgov.com</a>
Kelly	Core	OCDA Investigators	Commander		(714) 347-8845	
Eric	Akerlind	OCDA Investigators	Commander		(714) 664-3950	

Brian	Seitz	Huntington Beach	Lieutenant		(714) 536-5412	<a href="mailto:bseitz@hbpd.org">bseitz@hbpd.org</a>
* Terry	Kim	Huntington Beach La Palma La Palma	Captain		(714) 690-3382	<a href="mailto:tkim@cityoflapalma.org">tkim@cityoflapalma.org</a>
* Jim	Olson	Cypress	Commander		(714) 229-6644	<a href="mailto:jolson@ci.cypress.ca.us">jolson@ci.cypress.ca.us</a>

Cypress

* Rick Moore	Los Alamitos Los Alamitos	Captain	(714) 431-2255	<a href="mailto:rmoore@cityoflosalamitos.org">rmoore@cityoflosalamitos.org</a>
* Mike Ezroj	Seal Beach	Sergeant	(562) 799-4100x1145	<a href="mailto:mnezroi@sealbeachca.gov">mnezroi@sealbeachca.gov</a>
* Michael Henderson	Seal Beach	Sergeant	(562) 799-4100x1160	<a href="mailto:mhenderson@sealbeachca.gov">mhenderson@sealbeachca.gov</a>
* Phil Gonshak	Seal Beach	Sergeant	(562) 799-4100x1128	<a href="mailto:pgonshak@sealbeachca.gov">pgonshak@sealbeachca.gov</a>
* James Kingsmill	Westminster Westminster			<a href="mailto:jkingmill@westminster-ca.gov">jkingmill@westminster-ca.gov</a>
* Matt Sheppard	Fountain Valley Fountain Valley	Lieutenant	(714) 593-4483	<a href="mailto:Matt.Sheppard@fountainvalley.org">Matt.Sheppard@fountainvalley.org</a>

AREA D

Gary Wyatt	Irvine Irvine	Sergeant	(949) 724-7362	<a href="mailto:gwatt@cityofirvine.org">gwatt@cityofirvine.org</a>
* Scott Greg	Costa Mesa	Lieutenant	(714) 754-5265	<a href="mailto:gscott@costamesaca.gov">gscott@costamesaca.gov</a>
Bakkila Victor	Costa Mesa	Lieutenant	(714) 754-4812	<a href="mailto:vbakilla@costamesaca.gov">vbakilla@costamesaca.gov</a>
Glass Bryan	Costa Mesa	Lieutenant	(714) 754-5603	<a href="mailto:bglass@costamesaca.gov">bglass@costamesaca.gov</a>
* Rachel Johnson	Newport Beach Newport Beach	Sergeant	(949) 644-3744	<a href="mailto:rjohnson@nbpd.org">rjohnson@nbpd.org</a>
Jeff Calvert	Laguna Beach	Lieutenant		
* Joe Torres	Laguna Beach	Lieutenant	(949) 497-0330	<a href="mailto:itorres@lagunabeachcity.net">itorres@lagunabeachcity.net</a>
Jordan Villwock	Laguna Beach	EO Coordinator		<a href="mailto:jvillwock@lagunabeachcity.net">jvillwock@lagunabeachcity.net</a>
* Joe Reiss	UCI PD UCI PD	Lieutenant	(949) 824-2491	<a href="mailto:jreiss@uci.edu">jreiss@uci.edu</a>

AREA E

* Ken Burmood	Laguna Woods	Lieutenant		
* Mitchell Wang	South Unincorporated	Lieutenant		
John MacPherson	Aliso Viejo	Lieutenant		
Russell Chilton	Dana Point	Lieutenant		
Roland Chacon	Laguna Hills	Lieutenant		
Matthew Barr	Laguna Niguel	Lieutenant		
David Moodie	San Clemente	Lieutenant		
Scott Spalding	San Juan Capistrano	Lieutenant		
Bradley Valentine	Lake Forest	Lieutenant		
Bradley Newmyer	Mission Viejo	Lieutenant		
Ronald Kennedy	Rancho Santa Margarita	Lieutenant		

LOCAL

* Ryan Shackelford	CHP - Santa Ana	Captain	(714) 892-4426	<a href="mailto:rshackelford@chp.ca.gov">rshackelford@chp.ca.gov</a>
Scott Moorhouse	CHP - Santa Ana	Lieutenant		<a href="mailto:simoorhouse@chp.ca.gov">simoorhouse@chp.ca.gov</a>
Brent Pemberton	CHP - Santa Ana	Lieutenant		<a href="mailto:bpemberton@chp.ca.gov">bpemberton@chp.ca.gov</a>
* Donald Goodbrand	CHP - Westminster	Captain	(714) 892-4426	<a href="mailto:dgoodbrand@chp.ca.gov">dgoodbrand@chp.ca.gov</a>
Cory Ball	CHP - Westminster	Lieutenant		<a href="mailto:cball@chp.ca.gov">cball@chp.ca.gov</a>
* Jim Fonseca	CHP - San Juan Capistrano	Captain		<a href="mailto:jfonseca@chp.ca.gov">jfonseca@chp.ca.gov</a>

SB Naval Weapons Station

SB Naval Weapons Station

State Parks

State Parks

JFTB

JFTB

Warner Irvine Valley College Sergeant

[gwarner@ivc.edu](mailto:gwarner@ivc.edu)

OTHER

* Gregory	Warner	Irvine Valley College	Sergeant
Eric	Fox	Los Angeles Sheriff	Sergeant
* Robbie	Royster	Los Angeles Sheriff	Sergeant
* Klaus	Girmes	Los Angeles Sheriff	Sergeant
* Kirstin	Lorek	San Diego Sherrifs Dept	Deputy
* Chad	Boudreau	San Diego Sherrifs Dept	Sergeant
* Mike	Knobbe	San Diego Sherrifs Dept	Sergeant
JoAnn	Quiroz	San Bernardino Sheriffs Dept	Deputy
Mary Jane	Higgins	San Bernardino Sheriffs Dept	
* Robert "BJ"	Whiteside	San Bernardino Sheriffs Dept	Detective
* Robert	Purdue	Riverside Sheriffs Dept	Lieutenant
* John	Morih	Riverside Sheriffs Dept	Sergeant

(323) 980-2287	<a href="mailto:efox@lasd.org">efox@lasd.org</a>
(323) 980-2042	<a href="mailto:RARoyste@lasd.org">RARoyste@lasd.org</a>
(323) 980-2211	<a href="mailto:khgirmes@lasd.org">khgirmes@lasd.org</a>
(619) 956-4949	<a href="mailto:Kirsten.Lorek@sdssheriff.org">Kirsten.Lorek@sdssheriff.org</a>
(619) 956-4902	<a href="mailto:Chad.Boudreau@sdssheriff.org">Chad.Boudreau@sdssheriff.org</a>
(619) 956-4996	<a href="mailto:Michael.Knobbe@sdssheriff.org">Michael.Knobbe@sdssheriff.org</a>
(909) 387-0380	<a href="mailto:rwhiteside@sbcisd.org">rwhiteside@sbcisd.org</a>
(951) 955-8860	<a href="mailto:rperdue@riversidesheriff.org">rperdue@riversidesheriff.org</a>
(951) 955-8678	<a href="mailto:jmorin@riversidesheriff.org">jmorin@riversidesheriff.org</a>

**Subject:** CSO Job Classifications ~ GGPD  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Wed, 17 Feb 2016 08:27:04 -0800 (PST)  
**To:** Lucy Xiao <ldxiao09@stanford.edu>

Lucy,

Attached are the official job classifications for CSO's at the Garden Grove Police Dept.

thanks,

Jim Colegrove

----- Original Message -----

From: "Lucy Xiao" <ldxiao09@stanford.edu>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Tuesday, February 9, 2016 4:11:58 PM  
Subject: Re: Stanford University CSO survey follow-up

Sounds good, look forward to speaking with you soon!

Lucy

On Tue, Feb 9, 2016 at 3:56 PM, James Colegrove <jamesc@ci.garden-grove.ca.us > wrote:

yeah...works fine...probably be during tomorrow's time frames 😊

----- Original Message -----

From: "Lucy Xiao" <ldxiao09@stanford.edu >  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us >  
Sent: Tuesday, February 9, 2016 3:49:53 PM  
Subject: Re: Stanford University CSO survey follow-up

Great, thanks so much Sergeant Colegrove! My phone number is

I'm available at the following times:

- \* Tomorrow (Wed) before 10am, and between 12-2pm
- \* Thursday, anytime between 4-7pm
- \* Friday, before 11am, between 2-3:30pm, and after 5:30pm

Do any of those times work for you?

Thanks,  
Lucy

On Tue, Feb 9, 2016 at 3:18 PM, James Colegrove <jamesc@ci.garden-grove.ca.us >



wrote:

Sure...phone #?

----- Original Message -----

From: "Lucy Xiao" <[ldxiao09@stanford.edu](mailto:ldxiao09@stanford.edu)>  
To: [jamesc@ci.garden-grove.ca.us](mailto:jamesc@ci.garden-grove.ca.us)  
Sent: Monday, February 8, 2016 10:28:23 PM  
Subject: Stanford University CSO survey follow-up

Hi Sergeant Colegrove,

My name is Lucy Xiao, and I'm a member of the Stanford University team currently researching the role and usage of Community Service Officers (CSOs) in police departments across California.

Thank you for taking the time to fill out our survey. We have a few follow-up questions that are time-sensitive for our research project. Are you available for a quick phone call sometime this week?

Thank you!

Best,  
Lucy

<b>CSO Job Classifications ~ GGPD.pdf</b>	<b>Content-Type:</b> application/pdf
	<b>Content-Encoding:</b> base64

I. **GENERAL DESCRIPTION**

**COMMUNITY SERVICE OFFICER - COURT LIAISON:** Coordinates the judicial function of officers and the department as a whole; responsible for all tasks relating to court and has her office at the West Justice Center.

II. **SPECIFIC TASKS**

HOURS/WEEK (average)

A.	Check paperwork for court each morning.	2.0
B.	Check in-custody list at court.	0.5
C.	File in-custody complaints.	3.0
D.	Contact investigators to locate in-custody complaints.	1.0
E.	Check subpoenas against vacation list and log same; serve subpoenas to officers.	3.0
F.	Daily trips to public offense and traffic divisions.	2.5
G.	Contact with District Attorneys at all courts.	3.0
H.	Contact with various divisions on case dispositions.	3.0
I.	Telephone use - incoming and outgoing.	5.0
J.	Miscellaneous paperwork, logging complaints, sign complaints, affidavits.	5.0
K.	Read all complaints for correct information.	9.0
L.	Meet with attorneys, victims, arrestees and others.	3.0

TOTAL 40.0

III. **OTHER RELATED DUTIES**

- A. Call officers into court or off-call; keep track of court time for officers who appear.
- B. Liaison with superior and juvenile court.
- C. Follow-up on requests by District Attorney and/or attorneys who need information from this department.

IV. **CRITICAL JOB-RELATED SKILLS AND ABILITIES**

- A. Exercise good judgment in emergency situations.
- B. Keep records and prepares reports.
- C. Speak clearly and distinctly.
- D. Deal with the public in a courteous manner.
- E. Work independently with minimum supervision.

I. **GENERAL DESCRIPTION**

**COMMUNITY SERVICE OFFICER - CRIME PREVENTION:** Coordinates department crime prevention/public awareness programs; conducts residential/commercial security inspections; initiates and implements new programs and projects; compiles statistical data; performs other duties, as assigned.

II. **SPECIFIC TASKS**

HOURS/WEEK (average)

A. Prevention/Awareness Programs

1.	Public speaking assignments	11.0
2.	Security inspections	2.0
3.	Program preparation/statistical research	6.0
4.	Target area saturation	2.0
5.	Telephone contact/scheduling	3.0
6.	Environmental design	3.0
7.	Travel	1.0
8.	Miscellaneous meetings	1.0

B. Program Development

1.	Research	4.0
2.	Media/brochure development	2.0
3.	Report writing	3.0
4.	Coordinating with other department personnel	2.0

TOTAL 40.0

III. **OTHER RELATED DUTIES**

- A. Cops Expo, National Night Out.
- B. Miscellaneous Crime Prevention fairs and booths.

IV. **CRITICAL JOB-RELATED SKILLS AND ABILITIES**

- A. Keep records and prepares reports.
- B. Speak clearly and distinctly.
- C. Deal with the public in a courteous manner.

I. **GENERAL DESCRIPTION**

**COMMUNITY SERVICE OFFICER - FRAUDULENT DOCUMENT DETAIL:** Investigate/ process fraudulent check and credit card violations by contacting citizens, suspects, banks and other agencies for prosecution of violators and obtaining restitution of losses.

II. **SPECIFIC TASKS**

HOURS/WEEK (average)

A.	Follow-up Investigations of all assigned cases	
1.	Review reports	3.0
2.	Contact victims and witnesses for detailed statements and evidence gathering	10.0
3.	Prepare and send APB notifications on selected cases	0.5
4.	Review APB information from other agencies for connections with assigned cases	0.5
5.	Contact with other agencies for information exchange	4.0
6.	Accumulate information on suspects, businesses, corporations and other entities associated with check activity	5.0
7.	Prepare investigative reports	8.0
8.	Preparation time for handwriting analysis	1.0
9.	Case presentation to District Attorney for prosecution of suspects	2.0
10.	Assist District Attorney in prosecution	1.0
11.	Testifying in court	1.0
12.	Locate/interview suspects	4.0

TOTAL 40.0

III. **OTHER RELATED DUTIES**

- A. Assist other details as directed in investigations, not associated with checks.
- B. Attend periodic meetings and training classes as assigned.

IV. **CRITICAL JOB-RELATED SKILLS AND ABILITIES**

- A. Possess proper telephone procedures and effective public relations techniques.
- B. Exercise good judgment in emergency situations.
- C. Keep records and prepares reports.
- D. Knowledge of the California Penal Code.

## GENERAL DESCRIPTION

### SENIOR COMMUNITY SERVICES OFFICER - PROPERTY AND EVIDENCE (LEAD):

Supervises the Police Department's Property and Evidence unit, including the activities of the community services officer assigned to Property and Evidence, as well as the cadets assigned to the unit; assists in establishing operational policies, procedures and priorities; supervises and participates in the handling of evidence, uniforms, equipment, and supplies; conducts training programs; prepares periodic and special reports; arranges verification and deposit of money into general fund; verifies weight of narcotics upon receipt and coordinates transportation of narcotics to and from the lab; arranges and coordinates the periodic destruction of narcotics; performs other duties associated with the daily functions of property and evidence.

II.	SPECIFIC TASKS	HOURS/WEEK (average)
A.	Booking and recording of property, disposition of property per court dispositions or property dispositions.	23.0
B.	Order, receive and issue standard department equipment and office supplies.	4.0
C.	Supply information and training to department personnel.	3.0
D.	Prepare a work summary report.	1.0
E.	Receive narcotics booked and coordinate transportation to and from Orange County Sheriff's Department lab, forensic services, or court.	7.0
F.	Meetings (formal and informal).	2.0
	TOTAL	<u>40.0</u>

### III. OTHER RELATED DUTIES

- A. Schedule pick-up of property and weapons for auction or destruction.
- B. Schedule, coordinate and supervise periodic destruction of narcotics.
- C. Order, receive and issue department badges, flat badges and medals.
- D. Monitor overall operation of Property and Evidence and propose policies to improve accountability and efficiency.

### IV. CRITICAL JOB-RELATED SKILLS AND ABILITIES

- A. Effectively apply required experience and knowledge in performance of work assignments.
- B. Motivate, train and supervise subordinates.
- C. Maintain accurate records and prepare written reports.
- D. Exercise good judgment in emergency situations and possess effective public relations techniques.
- E. Communicate effectively regarding policy and procedure.

I. **GENERAL DESCRIPTION**

**SENIOR COMMUNITY SERVICES OFFICER - PROPERTY AND EVIDENCE:** Custody of and responsibility for all property and evidence received by the Police Department, including receipt, packaging, storage, preservation and transportation while maintaining precise records and ensuring proper claims of evidence and protective custody within the law. This includes providing all necessary recording forms and packaging material, method information and training, work summaries, and all permanent records to point of disposition of property; in addition, performs ordering, receiving, and issuing all supplies, equipment and uniforms for all Police Department officers and personnel.

II. **SPECIFIC TASKS**

HOURS/WEEK (average)

A.	Booking and recording of property and evidence, and disposition of property per court and property dispositions.	32.0
B.	Order, receive and issue department equipment, uniforms, and supplies.	4.0
C.	Supply information to department personnel.	3.0
D.	Prepare a work summary report.	1.0

TOTAL 40.0

III. **OTHER RELATED DUTIES**

- A. Process guns for annual destruction or auction.
- B. Process bicycles and miscellaneous property for periodic auction.

IV. **CRITICAL JOB-RELATED SKILLS AND ABILITIES**

- A. Keep records and prepares reports.
- B. Exercise good judgment in emergency situations and possess effective public relations techniques.

I. **GENERAL DESCRIPTION**

**SENIOR COMMUNITY SERVICES OFFICER - REPORT WRITER:** Initiates complete comprehensive crime and traffic reports via the telephone, in person from citizens at the desk, or in the field; receives and disseminates information.

II. **SPECIFIC TASKS**

HOURS/WEEK (average)

- |    |  |      |
|----|--|------|
| A. | Contacts public by telephone, at public counter, or in the field, and prepares reports in a systematic manner from data provided and via computer data file terminals. | 30.0 |
| B. | Provides information to the general public involving the use of independent judgment and related duties as assigned.   | 10.0 |

TOTAL 40.0

III. **OTHER RELATED DUTIES**

- A. Handles routine Forensic Services Unit duties.
- B. Directs traffic as assigned.

IV. **CRITICAL JOB-RELATED SKILLS AND ABILITIES**

- A. Communicate verbally in a clear, concise manner.
- B. Maintain courteous, professional attitude in all public contacts.
- C. Keep accurate records and reports.
- D. Hear accurately and speak clearly.
- E. Understand and interpret rules and regulations.
- F. Follow oral and written directions.
- G. Establish and maintain cooperative relations with others.

I. **GENERAL DESCRIPTION**

**SENIOR COMMUNITY SERVICES OFFICER - REPORT WRITER (LEAD)** : Initiates complete comprehensive crime and traffic reports via the telephone, in person from citizens at the desk, or in the field; receives and disseminates information.

II. **SPECIFIC TASKS**

HOURS/WEEK (average)

A.	Contacts public by telephone, at public counter, or in the field, and prepares reports in a systematic manner from data provided and via computer data file terminals.	29.0
B.	Provides information to the general public involving the use of independent judgment and related duties as assigned.	7.0
C.	Order necessary equipment, camera repairs and vehicle repairs.	2.0
D.	Train new CSO's	1.0
E.	Prepare annual report.	1.0
	<b>TOTAL</b>	<u><b>40.0</b></u>

III. **OTHER RELATED DUTIES**

- A. Handles routine Forensic Services Unit duties.
- B. Directs traffic as assigned.

IV. **CRITICAL JOB-RELATED SKILLS AND ABILITIES**

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- E. Understand and interpret rules and regulations.
- F. Follow oral and written directions.
- G. Establish and maintain cooperative relations with others.



**I GENERAL DESCRIPTION**

**I. COMMUNITY SERVICE OFFICER - INVESTIGATIVE AIDE:** Assist Beat Detectives and Crimes Against Persons Investigators with caseloads. Conduct investigation of misdemeanor crimes such as ID theft/ID fraud. Process court requests for records. Perform other duties, as assigned.

<b>II. Specific Tasks</b>	<u>Hours/Week (average)</u>
A. Review Reports.	3.0
B. Contact victims and witnesses for detailed statements and evidence gathering.	6.0
C. Contact other agencies for information exchange.	2.0
D. Prepare investigative reports.	7.0
E. Testify in court.	1.0
F. Booking and disposition of property.	2.0
G. Contact and collect DNA standards from victims and suspects for laboratory comparisons.	6.0
H. Distribution of DVR report and interact with Victim's Advocate unit for follow further follow up.	2.0
I. Maintenance of files and reports.	4.0
J. Process court discovery requests.	4.0
K. Redact reports for court.	1.0
L. Order and maintain supplies for Investigative Bureau.	2.0
Total	<u>40.0</u>

**III. OTHER RELATED DUTIES**

- A. Attend periodic meetings and training as needed.
- B. Supervise and train new interns

**IV. CRITICAL JOB-RELATED SKILLS AND ABILITIES**

- A. Maintain records and prepare reports.
- B. Exercise good judgment in emergency situations
- C. Possess proper telephone procedures and effective public relations techniques.
- D. Establish and maintain cooperative relationships with vendors.

## GENERAL DESCRIPTION

**COMMUNITY SERVICES OFFICER - ORDINANCE COORDINATOR:** Under general supervision, receives and handles alarm permit applications, false alarm incident cards and payments, jail booking fees; answers questions regarding the alarm ordinance; makes contact with alarm users. Prepare and handle the billing process for 9-1-1 misuse calls and incidents associated with cost reimbursement.

II. SPECIFIC TASKS	HOURS/WEEK (average)
A. Record false alarms into a computerized program.	10.0
B. Make telephone/letter or personal contact with alarm users and 9-1-1 misuse callers.	12.0
C. Process alarm permit applications by entering information into a computerized program.	2.0
D. Review and prepare for mailing, false alarm invoice fees, 9-1-1 misuse invoice fees and cost reimbursement incidents.	2.0
E. Record payments for alarm permits and false alarm fees and 9-1-1 misuse fees.	2.0
F. Answer inquiries from the public regarding the alarm ordinance and 9-1-1 misuse reimbursement fees.	2.0
G. Update responsible party contact information for businesses within the city into a computerized program.	5.0
H. Process jail booking fee recovery information.	5.0
TOTAL	<u>40.0</u>

## III. OTHER RELATED DUTIES

- A. On-site visits to alarm users with chronic false alarm problems.
- B. Report writing for Municipal Code Alarm Ordinance violations.
- C. Prepare prosecution packages to be sent to the City Attorney.

## IV. CRITICAL JOB-RELATED SKILLS AND ABILITIES

- A. Exercise good judgment.
- B. Keep records and prepares progress reports as requested.
- C. Deal with the public in a courteous manner.
- D. Work well with co-workers.
- E. Ability to type 25 wpm.

**Subject:** Re: PD Temporary Storage  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Wed, 17 Feb 2016 14:23:29 -0800 (PST)  
**To:** Phil Carter <philc@ci.garden-grove.ca.us>

Phil ~

The PD will certainly handle the delivery and pickup of the items.

We need to store it there for at least 55 years, scratch that, wishful thinking on my part.. How bout 4 weeks at most?

We don't plan on covering the items because they have been outside exposed to the elements for the past three years.

thanks for the consideration,

Jim

----- Original Message -----

From: "Phil Carter" <philc@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Cc: "Ben Stauffer" <stauffer@ci.garden-grove.ca.us>, "Randy Tucker" <randyt@ci.garden-grove.ca.us>, "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>  
Sent: Wednesday, February 17, 2016 2:16:08 PM  
Subject: Re: PD Temporary Storage

I assume that PD will handle drop off and pick up? How much time will you need? Will you cover the items?

Let me know,

Phil-

Phillip Carter

City of Garden Grove

Facilities Division Manager

philc@garden-grove.org

(714) 741-5380

Fax(714) 638-4637

----- Original Message -----

From: "James Colegrove " <jamesc@ci.garden-grove.ca.us>  
To: "Phil Carter" <philc@ci.garden-grove.ca.us>  
Cc: "Ben Stauffer " <stauffer@ci.garden-grove.ca.us>, "Randy Tucker" <randyt@ci.garden-grove.ca.us>, "Kevin Boddy " <kevinb@ci.garden-grove.ca.us>  
Sent: Tuesday, February 16, 2016 7:05:05 PM  
Subject: PD Temporary Storage

Hi Phil,

Two things:

#1 The contract for design plans only on the PD front lobby/records remodel should be done within two or three weeks. I'll keep you posted and I certainly will include you when we have our first onsite confer with the architect at the PD.

#2 Now here's my favor request: As you probably already know, the PD will be facing a weeklong onsite re-accreditation visit the last week in March. We always like to tidy things up before the visit, so can we borrow around 20-foot by 10-foot of outside space at City Yard to temporary store such items as 50 plastic chairs, a BBQ grill, an industrial kitchen sink (don't get me started on that one!!), (2) picnic table, outdoor range targets, stationary bike, (8) folding tables, plus some other misc. items. Anywhere in the yard would be fine...and I'm hoping this can be done.

Please let me know,

Sincerely,

Jim Colegrove

Shift-change "R" numbers

**Subject:** Shift-change "R" numbers

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 17 Feb 2016 16:57:46 -0800 (PST)

**To:** Khrynston Samreth <khrynstons@ci.garden-grove.ca.us>

here you go...FYI only

<b>Changes 01-17-2016.doc</b>	<b>Content-Type:</b> application/msword
	<b>Content-Encoding:</b> base64



# GARDEN GROVE POLICE DEPARTMENT

## INTER-DEPARTMENT MEMORANDUM

**To:** Chief Todd D. Elgin **Date:** January 18, 2016  
**From:** Sergeant James Colegrove  
**Subject:** Changes to Auth. Pos. Effective Shift-Change: January 16, 2016

**Transfer:** **Mike Johnson #4339**

**From:** DIV 68: Position R422/6870 Professional Standards  
**To:** DIV 67: Position R678/6710: West Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Ron Echavarria #2615**

**From:** DIV 67: Position R678/6710 West Division Patrol  
**To:** DIV 69: Position R834/6960: Beats Sergeant  
**Effective:** January 17, 2016

**Transfer:** **Carl Whitney #9455**

**From:** DIV 69: Position R834/6960 Beats Sergeant  
**To:** DIV 69: Position R453/6960: CAP Sergeant  
**Effective:** January 17, 2016

**Transfer:** **Mike Martin #5325**

**From:** DIV 69: Position R453/6960: CAP Sergeant  
**To:** DIV 68: Position R422/6870 Professional Standards  
**Effective:** January 17, 2016

**Transfer:** **Jim Holder #3909**  
**From:** DIV 67: Position R713/6730 East Division Patrol  
**To:** DIV 69: Position R794/6795: Youth Services Sergeant  
**Effective:** January 17, 2016

**Transfer:** **John Reynolds #0017**  
**From:** DIV 69: Position R794/6795: Youth Services Sergeant  
**To:** DIV 67: Position R241/6730: East Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Douglas Pluard #6938**  
**From:** DIV 67: Position R241/6730: East Division Patrol  
**To:** DIV 67: Position R103/6710: West Division Patrol  
**Effective:** January 17, 2016

NOTE: Sergeant Douglas Pluard has always been in the west division; however, he had an east division "R" number. He needs to be reclassified R103 to show him in west division.

**Transfer:** **Phil Schmidt #7747**  
**From:** DIV 67: Position R103/6710 West Division Patrol  
**To:** DIV 67: Position R713/6730: East Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Edwin Wilson #9694**  
**From:** DIV 69: Position R760/6960 CAP Detective  
**To:** DIV 67: Position R760/6710: West Division Patrol  
**Effective:** January 17, 2016

**Transfer:****Mike Reynolds #7225**

**From:** DIV 69: Position R821/6960 CAP Detective  
**To:** DIV 67: Position R821/6730: East Division Patrol  
**Effective:** January 17, 2016

**Transfer:****Paul Ashby #3397**

**From:** DIV 67: Position R092/6710 West Division Patrol  
**To:** DIV 67: Position R092/6740: NTU Motors  
**Effective:** January 17, 2016

**Transfer:****Ron Reyes #3486**

**From:** DIV 67: Position R454/6710 West Division Patrol  
**To:** DIV 67: Position R454/6740: NTU Motors  
**Effective:** January 17, 2016

**Transfer:****Lino Santana #2646**

**From:** DIV 67: Position R746/6740 NTU Motors  
**To:** DIV 67: Position R746/6730: East Division Patrol  
**Effective:** January 17, 2016

**Transfer:****Nate Morton #1940**

**From:** DIV 67: Position R744/6740 NTU Motors  
**To:** DIV 67: Position R744/6730: East Division Patrol  
**Effective:** January 17, 2016



**Transfer:** **Jeremy Morse #4352**  
**From:** DIV 67: Position R217/6730 East Division Patrol  
**To:** DIV 67: Position R217/6710: West Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Juan DeAnda #4292**  
**From:** DIV 67: Position R043/6710 West Division Patrol  
**To:** DIV 67: Position R043/6730: East Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Jared Doyle #4284**  
**From:** DIV 67: Position R301/6710 West Division Patrol  
**To:** DIV 67: Position R301/6730: East Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Nate Cox #4283**  
**From:** DIV 67: Position R108/6730 East Division Patrol  
**To:** DIV 67: Position R108/6710: West Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Bryan Meers #3826**  
**From:** DIV 67: Position R754/6730 East Division Patrol  
**To:** DIV 67: Position R754/6710: West Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Michhel Mosser #4330**  
**From:** DIV 67: Position R215/6730 East Division Patrol  
**To:** DIV 67: Position R215/6710: West Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Michael Gerdin #4351**  
**From:** DIV 67: Position R443/6730 East Division Patrol  
**To:** DIV 67: Position R443/6710: West Division Patrol  
**Effective:** January 17, 2016

**Transfer:** **Art Tintle #8685**  
**From:** DIV 67: Position R781/6710 West Division Patrol  
**To:** DIV 67: Position R781/6730: East Division Patrol  
**Effective:** January 17, 2016

**Removal of Lead Pay** PAF needed for Charlie Loffler #5033 (R784) PAF to show removal of 5% lead pay.

**Temporarily Assigned to PATROL from CCAT; no PAF's needed because DIV 69 fund still paying for their salaries:**

- DIV 69 - R679 Orlonzo Reyes #7221
- DIV 69 - R814 Nicholas Lazenby #3511
- DIV 69 - R765 Edgar Valencia #3053
- DIV 69 - R684 Han Cho #1541

**Subject:** Joel Stone

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 18 Feb 2016 06:44:53 -0800 (PST)

**To:** Angela Ledesma <angelal@ci.garden-grove.ca.us>

Angie,

Can you get me DDA Joel Stone's email address please?

Thanks,

Jim Colegrove

**Subject:** **\*\*Important General Order Change & New Training Bulletin\*\***

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 18 Feb 2016 15:13:24 -0800 (PST)

**To:** Police Department <police.all@ci.garden-grove.ca.us>

Hello All Sworn Personnel:

General Order 02.06 on Use of Force was updated to reflect the following changes:

- The Electronic Control Device (ECD) has been renamed to Conducted Electrical Weapon (CEW).
- Any person who suffers any injury from the deployment of the CEW shall be transported to the hospital via ambulance only.
- No person should be exposed to more than three 5-second cycles of the CEW.
- Expended probes and empty cartridges shall be booked as evidence (see General Order 02.06 and T.B. 16-01 for rare exception).
- Field Supervisors should respond to the scene of a CEW deployment.

Refer to the revised General Order 02.06 and Training Bulletin 16-01 for additional information.

These two documents are awaiting your electronic signature of receipt on PowerDMS.

If there are additional questions regarding these changes, then please contact one of the following certified CEW instructors:

Sergeant Amir ElFarra  
Sergeant Otto Escalante  
Sergeant Bill Allison

Thanks,

Jim Colegrove

**Subject:** Powerball Prize Still Unclaimed

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Fri, 19 Feb 2016 08:41:30 -0800 (PST)

**To:** Mike Martin <mmartin@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Craig McIver <craigm@ci.garden-grove.ca.us>, John Keely <johnk@ci.garden-grove.ca.us>, "jpolisar " <jpolisar@gmail.com>, dkivler <dkivler@yahoo.com>

Why is Dave Kivler waiting to cash in?

<http://www.pe.com/articles/ticket-794540-million-prize>

**Subject:** Re: GGPD Reunion in Vegas

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Fri, 19 Feb 2016 11:17:11 -0800 (PST)

**To:** "Paul E. Prince, Jr" <golfkraazy@yahoo.com>

**CC:** Nancy McFaul <harlnrocky@hotmail.com>, Ebelt Larry <larcon68@cox.net>, darrowh@yahoo.com, Halligan Darrow <darrowh@gmail.com>, Noce Elaine <rsmgal@yahoo.com>

**BCC:** "Keely, John" <johnk@ci.garden-grove.ca.us>

Hey hey hey...I'm in big time. Available all days... Let me know when and where, I'll be there..

Jim

----- Original Message -----

From: Paul E. Prince, Jr <golfkraazy@yahoo.com>

To: Nancy McFaul <harlnrocky@hotmail.com>

Cc: Ebelt Larry <larcon68@cox.net>, jamesc@ci.garden-grove.ca.us, darrowh@yahoo.com, Halligan Darrow <darrowh@gmail.com>, Noce Elaine <rsmgal@yahoo.com>

Sent: Fri, 19 Feb 2016 09:44:03 -0800 (PST)

Subject: Re: GGPD Reunion in Vegas

Donna and I are in. Let us know!

Sent from my iPad

On Feb 19, 2016, at 9:53 AM, Nancy McFaul <harlnrocky@hotmail.com> wrote:

Elaine and I will be back in Vegas next month to see Rod Stewart again. We're leaving for Vegas immediately after a Bruce Springsteen concert in LA on 3/17, will be seeing Rod on Sun night, and heading home on Mon, 3/21. Hope we'll all be able to connect!!!

Nancy McFaul

Sent from my iPhone

**Subject:** Fwd: Re: GGPD Reunion in Vegas  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 19 Feb 2016 13:15:04 -0800 (PST)  
**To:** larcon68@gmail.com

Larry! She sent original email to your Cox account; which got kicked back to me when i replied... Hey we gonna be in Town, ...  
Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Paul E. Prince, Jr <[golfkraazy@yahoo.com](mailto:golfkraazy@yahoo.com)> wrote:  
Donna and I are in. Let us know!

Sent from my iPad

On Feb 19, 2016, at 9:53 AM, Nancy McFaul <[harlnrocky@hotmail.com](mailto:harlnrocky@hotmail.com)> wrote:

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Nancy McFaul  
Sent from my iPhone

**Subject:** Fwd: Re: GGPD Reunion in Vegas  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 19 Feb 2016 13:50:12 -0800 (PST)  
**To:** larcon68@gmail.com

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Paul E. Prince, Jr <[golfkraazy@yahoo.com](mailto:golfkraazy@yahoo.com)> wrote:  
Donna and I are in. Let us know!

Sent from my iPad

On Feb 19, 2016, at 9:53 AM, Nancy McFaul <[harlnrocky@hotmail.com](mailto:harlnrocky@hotmail.com)> wrote:

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Nancy McFaul  
Sent from my iPhone



**Subject:** Re: GGPD Reunion in Vegas  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 19 Feb 2016 14:00:19 -0800 (PST)  
**To:** Larry Ebelt <larcon68@gmail.com>

Larry get better and I will talk to you soon. Take care

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----  
From: Larry Ebelt <larcon68@gmail.com>  
To: James Colegrove <jamesc@ci.garden-grove.ca.us>  
Sent: Fri, 19 Feb 2016 13:58:06 -0800 (PST)  
Subject: Re: GGPD Reunion in Vegas

Hi Jimmy C, The Cox email is no longer good for me I guess I need to get on the retired site and change that. Well, I just got back from the doctors office about an hour ago. And he has indicated to me that I might have pneumonia. He has me on a whole host of medications and I have to see him again in 10 days. That would be around February 29. So, it goes without saying that I won't be going back to California on the 22nd. Given all the work I am missing I might not be in Vegas when they show up for Rod Stewart. If I can get over this in the next 10 days then I probably will just work through the month of March if that's OK with you?

Sent from my iPhone

On Feb 19, 2016, at 1:50 PM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Paul E. Prince, Jr <golfkrazy@yahoo.com> wrote:  
Donna and I are in. Let us know!

Sent from my iPad

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Nancy McFaul  
Sent from my iPhone

**Subject:** Re: GGPD Reunion in Vegas  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 19 Feb 2016 14:07:32 -0800 (PST)  
**To:** Larry Ebelt <larcon68@gmail.com>

Also, im gonna book you a companion pass for 3/17 to 3/22 vegas round trip; that way you can work and then party with us in Vegas!! You can work as much as you want in March to catch up on hours..

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Larry Ebelt <larcon68@gmail.com>  
To: James Colegrove <jamesc@ci.garden-grove.ca.us>  
Sent: Fri, 19 Feb 2016 13:58:06 -0800 (PST)  
Subject: Re: GGPD Reunion in Vegas

Hi Jimmy C, The Cox email is no longer good for me I guess I need to get on the retired site and change that. Well, I just got back from the doctors office about an hour ago. And he has indicated to me that I might have pneumonia. He has me on a whole host of medications and I have to see him again in 10 days. That would be around February 29. So, it goes without saying that I won't be going back to California on the 22nd. Given all the work I am missing I might not be in Vegas when they show up for Rod Stewart. If I can get over this in the next 10 days then I probably will just work through the month of March if that's OK with you?

Sent from my iPhone

On Feb 19, 2016, at 1:50 PM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Paul E. Prince, Jr <golfkraazy@yahoo.com> wrote:

Donna and I are in. Let us know!

Sent from my iPad

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Elaine and I will be back in Vegas next month to see Rod Stewart again. We're leaving for Vegas immediately after a Bruce Springsteen concert in LA on 3/17, will be seeing Rod on Sun night, and heading home on Mon, 3/21. Hope we'll all be able to connect!!!

Nancy McFaul  
Sent from my iPhone

Re: EOC Training

**Subject:** Re: EOC Training  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 19 Feb 2016 15:48:34 -0800 (PST)  
**To:** Ed Leiva <eleiva@zimbra.ci.garden-grove.ca.us>

GGFD Keith Velotta Ext. #5634... Extremely helpful and he taught the EOC class to PD Management late last year.

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Ed Leiva <eleiva@zimbra.ci.garden-grove.ca.us>  
To: James Colegrove <jamesc@ci.garden-grove.ca.us>  
Sent: Fri, 19 Feb 2016 15:37:32 -0800 (PST)  
Subject: Re: EOC Training

City ..

On Feb 19, 2016, at 3:23 PM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

City EOC or County EOC?

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Ed Leiva <eleiva@ci.garden-grove.ca.us>  
To: James Colegrove <jamesc@ci.garden-grove.ca.us>  
Sent: Fri, 19 Feb 2016 14:17:10 -0800 (PST)  
Subject: EOC Training

Jimmy,

I was out of town a while back when we did the EOC training... Just curious who I can contact to give me a quick walk through..

Thanks,  
Ed

**Subject:** Fwd: Updated CLD Evaluation  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 19 Feb 2016 15:49:46 -0800 (PST)  
**To:** Marty Donahue <martyd@ci.garden-grove.ca.us>

Marty,

Will this do?

Jim

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Cindy Nagamatsu <cindyn@ci.garden-grove.ca.us> wrote:

Hi, Jim!

Please find attached, the 'Crime Prevention Education Programs & Outreaches Tri-Annual Evaluation" you requested be updated through December 31, 2015. I made two minor additions.

Thanks,  
Cindy  
801-9193

CLD Services Tri-Annual Evaluation thru 2015.doc

**Content-Type:** application/msword  
**Content-Encoding:** base64

# GARDEN GROVE POLICE DEPARTMENT

## Intra-Departmental Memorandum

To: Todd D. Elgin, Chief of Police

Dt: December 31, 2015

Fr: Cindy Nagamatsu Hanlon; Community Liaison Division Manager

Re: **Crime Prevention Education Programs & Outreaches = Tri-Annual Evaluation**

Our Division routinely reviews our programs and outreaches in order to 1) evaluate their impact and effectiveness and 2) look for new and innovative ways to implement them. Please find listed below the various programs and outreaches our Division currently facilitates and our most recent evaluations.

### General Crime Prevention

Home Vacation Checks

Home Security Inspections

Neighborhood Watch/Community Policing programs

Operation Identification – loaner engravers provided to mark personal property

Commercial Security Inspections

Commercial Watch programs

Personal Safety Education

**Evaluation** – Our staff routinely follows up on business/residential property crimes in order to offer these services and promote our City-wide Neighborhood/Commercial Watch programs. We continue to provide these programs, as they have consistently and successfully proven to be very effective educational crime prevention tools, both in preventing crimes and re-victimization, and are well received by the public. In addition, in January of 2014, I was asked by former Chief Kevin Raney to establish contact with the largest Neighborhood Watch Face book group in our City. I arranged to meet with their Page Administrators to discuss how we might collaborate our Community Policing/Neighborhood Watch efforts, which ultimately resulted in our attending/presenting timely information at their monthly Zone meetings and my joining their Face book page in order to interact regularly with their Page members. This eventually evolved into my joining three other Neighborhood Watch Face book groups - two more in Garden Grove and one in Cypress, as they have an active Watch Page and we share several of the same streets. The current combined membership of these four groups is nearly 9,400 citizens. Utilizing these social media resources has enabled us to connect with several thousand people at a time, providing them with pertinent information such as crime alerts, safety tips, and community events, all of which has enabled us to create new and/or strengthen existing relationships throughout our City.

## Crime Prevention Education Programs & Outreaches - Evaluation

Page Two

Child Safety Programs (presentations) - free fingerprint/identification kits; stranger danger; bike/skateboard/scooter/rollerblades safety, including free helmet giveaways to low-income youth; child safety seat inspections, including free seat giveaways to low-income families when seats/funding are available; gun safety; pool safety/drowning prevention programs; Officer Friendly programs; K-9 Officer programs; drug prevention programs; gang prevention programs; motor/traffic officer programs; department tours. *These same programs can be tailored to address parents, school staff, community groups, etc., as well.*

**Evaluation** – *Our staff conducts numerous presentations on the above-described safety topics and continues to offer these programs, as we believe strongly in early prevention and intervention regarding our youth. We also continue to offer presentations on this same gamut of topics to parents and adults/groups working with youth (i.e. school staff), so that they are equipped to reinforce these important safety messages. These programs are well received by the community-at-large and are frequently requested, as they have proven to be highly effective and successful educational tools.*

Victim Assistance Outreach - Hug-a-Bear program for children in crisis; food packet giveaways for the homeless; and a phone follow-up program for victims that provides prevention information and assistance referrals.

**Evaluation** – *our Division continues to offer these programs as each of them, in their own right, offer valuable immediate assistance (Hug-a-Bear; food packets) and/or wide-ranging follow-up assistance (Victim Assistance Phone follow-up). They have been well received by officers, investigators and victims and have been very successful in providing critical follow-up services and resources.*

Asian Outreach - we have a Vietnamese Community Service Officer and a Korean Community Service Officer that serve as our Department liaisons within these 2 respective communities.

**Evaluation** – *our Division continues to maintain field offices manned by Community Service Officers in these respective communities, as our Korean and Vietnamese citizens/businesses represent a very significant sector of our City's population. Our Department and Division have worked very diligently for over 30 years to create and maintain strong networks with these groups, so that together we can help prevent crime and make our City a healthier and safer place in which to work and reside. The presence of our Field Offices and Field Liaisons have been very well received by our Asian population and have proven to serve as very successful communication tools in maintaining our on-going relationships with both of these communities.*

Latino Outreach – although our budget hasn't permitted our having a full time Community Service Officer assigned to this community, our Division staff works very closely with several different Latino groups (parents; business owners) and agencies whose clients are primarily Latino.

**Evaluation** – *our Division continues to outreach to a variety of Latino-based groups and/or neighborhoods, as this population makes up the largest percentage of people residing in our City. As with our Asian groups, our goal is to continue to create and maintain strong networks within this community, so that together we can help prevent crime and make our City a healthier and safer place in which to work and reside. Our Division efforts in reaching out to the Latino community have been*

## Crime Prevention Education Programs & Outreaches - Evaluation

Page Three

*very well received and successful in establishing an effective communication and trust with law enforcement. In addition, we are hoping to add a Latino Community Service Officer to our Division staff for the very first time, sometime in 2016, which we are very excited about.*

### Additional Department Community Programs -

V.I.P. (Volunteers in Policing) Corps  
C.E.R.T. (Community Emergency Response Team) Corps  
Citizen Academy

**Evaluation** – *our Division continues to offer these programs as each of them, in their own right, play very important and integral roles, both within our Department (V.I.P.) and our community-at-large (C.E.R.T. and Citizen Academy). They are also a very vital and extremely successful part of our Department's Community Policing philosophy, programs and outreaches.*

### Additional Community Policing Partnerships -

Bank Network

G.R.E.A.T. (Apartment & Mobile Home Estates Owners/Managers) Network

School Network (both private and public – all grades, including pre-school up through college) – we work very closely with our School District's Community Outreach office, partnering programs/projects on a fairly frequent basis.

Youth Mentor Programs & After-school Homework Clubs in our City (we provide mentor/mentee referrals, education programs, police volunteers and reading books, homework supplies and other materials give-a-ways)

Faith Communities Network (including the Interfaith Council of Garden Grove, Westminster and Stanton which we helped establish)

Resort Team Network (hotels in the Resort area)

Orange County Safe Kids Coalition (including their passenger & car seat safety task forces)

**Evaluation** – *our Division continues to offer these programs for two primary reasons:*

- 1) We are able to provide and exchange important crime prevention education; and*
- 2) Our interactions with each of these groups play a valuable role within our Community Policing network. By working together and synergizing our efforts, we have been very successful in: establishing effective, on-going relationships; providing timely crime prevention and intervention; and maintaining a Community Policing Partnership where everyone is encouraged to take pride in ownership and responsibility towards the common goal of creating a City that is safe, thriving and crime-free.*

**Subject:** Re: Translation of Public Notice - Spanish, Korean and Vietnamese  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Tue, 23 Feb 2016 05:15:34 -0800 (PST)  
**To:** Ana Pulido <anap@ci.garden-grove.ca.us>

Ana,

Outstanding! Thanks for getting these done so quickly. I will get the invoice approved for payment over here ASAP.

Thanks,

Jim

----- Original Message -----

From: "Ana Pulido" <anap@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Monday, February 22, 2016 1:47:41 PM  
Subject: Fwd: Translation of Public Notice - Spanish, Korean and Vietnamese

Hi Jim,

Attached are the translations for the Public Notice that I'll use for posting on the website and outside of City Hall. Also attached is the bill for the translations.

Talk to you soon!

Ana Pulido  
Supervisor  
Office of Community Relations  
City of Garden Grove  
(714) 741-5283  
anap@ci.garden-grove.ca.us



**Subject:** Re: PD Temporary Storage  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Tue, 23 Feb 2016 07:58:07 -0800 (PST)  
**To:** Phil Carter <philc@ci.garden-grove.ca.us>

Phil,

does the PD have your permission to store items?

Jim

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
To: "Phil Carter" <philc@ci.garden-grove.ca.us>  
Sent: Wednesday, February 17, 2016 2:23:29 PM  
Subject: Re: PD Temporary Storage

Phil ~

The PD will certainly handle the delivery and pickup of the items.

We need to store it there for at least 55 years, scratch that, wishful thinking on my part.. How bout 4 weeks at most?

We don't plan on covering the items because they have been outside exposed to the elements for the past three years.

thanks for the consideration,

Jim

----- Original Message -----

From: "Phil Carter" <philc@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Cc: "Ben Stauffer" <stauffer@ci.garden-grove.ca.us>, "Randy Tucker" <randyt@ci.garden-grove.ca.us>, "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>  
Sent: Wednesday, February 17, 2016 2:16:08 PM  
Subject: Re: PD Temporary Storage

I assume that PD will handle drop off and pick up? How much time will you need? Will you cover the items?

Let me know,

Phil-

Phillip Carter

City of Garden Grove

Facilities Division Manager

philc@garden-grove.org

(714) 741-5380

Fax (714) 638-4637

----- Original Message -----

From: "James Colegrove " <jamesc@ci.garden-grove.ca.us>  
To: "Phil Carter" <philc@ci.garden-grove.ca.us>  
Cc: "Ben Stauffer " <stauffer@ci.garden-grove.ca.us>, "Randy Tucker" <randyt@ci.garden-grove.ca.us>, "Kevin Boddy " <kevinb@ci.garden-grove.ca.us>  
Sent: Tuesday, February 16, 2016 7:05:05 PM  
Subject: PD Temporary Storage

Hi Phil,

Two things:

#1 The contract for design plans only on the PD front lobby/records remodel should be done within two or three weeks. I'll keep you posted and I certainly will include you when we have our first onsite confer with the architect at the PD.

#2 Now here's my favor request: As you probably already know, the PD will be facing a weeklong onsite re-accreditation visit the last week in March. We always like to tidy things up before the visit, so can we borrow around 20-foot by 10-foot of outside space at City Yard to temporary store such items as 50 plastic chairs, a BBQ grill, an industrial kitchen sink (don't get me started on that one!!), (2) picnic table, outdoor range targets, stationary bike, (8) folding tables, plus some other misc. items. Anywhere in the yard would be fine...and I'm hoping this can be done.

Please let me know,

Sincerely,

Jim Colegrove

Re: new employees

**Subject:** Re: new employees

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 23 Feb 2016 13:55:01 -0800 (PST)

**To:** Nick Jensen <nickj@ci.garden-grove.ca.us>

yep will do ☺

----- Original Message -----

From: "Nick Jensen" <nickj@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, February 23, 2016 1:53:29 PM

Subject: new employees

Sir, can you please get key cards and fobs for all the people listed below and POWER DMS set up for the 2 reserves please. Thank you.

Laterals:

Nick Almeida

Christin Rogers

Jeffrey Nguyen

Ryan Richmond

Matt Marchand

Recruits:

Sean Gleason

Chasen Contreras

Reserves:

Randy Chung #4414 Hired 2/27/16

Tiffany Griego #4430 Hired 2/27/16

Their first day will be next week though due to scheduling and uniforms

Nick Jensen  
Recruitment Coordinator/

Background Investigator  
Garden Grove P.D.  
Professional Standards Division  
(714)741-5922 Desk

Re: new employees

(714) 987-1982 Cell



**Subject:** P&E Request  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Wed, 24 Feb 2016 06:34:41 -0800 (PST)  
**To:** Bill Pickrell <bpickrell@ci.garden-grove.ca.us>

Bill,

I was just made aware of this request:

*Workorder #403813  
Status OPEN  
Requestor Ted Peaslee  
Department Police  
Date requested February 18, 2016 09:45AM  
Location 11301 ACACIA PKWY  
Location notes Property and evidence office  
Request Carpet is torn in property and evidence office. Trip hazard. should be replaced with non-slip rubber flooring asap.*

Just wanted to let you know that I am aware of the work request and totally appreciate your help in this matter.

Thanks,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

**Subject:** New Position Fill Requests ~ Pinks

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 24 Feb 2016 11:13:31 -0800 (PST)

**To:** Khrynston Samreth <khrynstons@ci.garden-grove.ca.us>

**CC:** Robert Bogue <robertb@ci.garden-grove.ca.us>, Mike Martin <mmartin@ci.garden-grove.ca.us>

**BCC:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Hi Khrynston,

The attached pinks will be delivered to you later today.

Thanks,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

<b>Pinks 2-24-2016.pdf</b>	<b>Content-Type:</b> application/pdf
	<b>Content-Encoding:</b> base64

REQUEST TO FILL VACANCY	
Classification: Police Officer	Position #: R239
Department: POLICE	Division: Patrol Division 671
Hiring Contact: J. Colegrove	Ext: 5414

**Status:**

- Regular Appointment
- Regular Part-Time Appointment
- Temporary Appointment      From:                      To:
- Seasonal Appointment        From:                      To:
  
- Full Time
- Part Time                              Hours:
- Part Time with Benefits        Hours:

**Reason for Request:**

- Additional Position    (Please attach documentation of Council Action)
  - Vacancy                      Created By: Retirement of MO James Tucker
- Vacancy Date: 2/4/2016


**Funding Source:**

- General Fund
- Grant
- Other Fund:
- Combination Funds:

**Justification for filling vacancy:**

Master Officer I James Tucker retired out of position #R775; Officer Ryan Lux was promoted to Master Officer I into position #R775 from position #R239, which leaves position #R239 open to fill with new police officer.

**Approvals:**

Department Director:		Date: 2-24-16
Personnel Manager:		Date:
City Manager:		Date:

- Recruitment Only
- Recruit and Hire

REQUEST TO FILL VACANCY	
Classification: Records Specialists	Position #: R864
Department: POLICE	Division: Records
Hiring Contact: Colegrove	Ext: 5414

**Status:**

- Regular Appointment
- Regular Part-Time Appointment
- Temporary Appointment      From:                      To:
- Seasonal Appointment              From:                      To:
  
- Full Time
- Part Time                                  Hours:
- Part Time with Benefits              Hours:

**Reason for Request:**

- Additional Position    (Please attach documentation of Council Action)
  - Vacancy                      Created By: Resignation of Deborah Lara #3248
- Vacancy Date: 01/09/2016


**Funding Source:**

- General Fund                       Grant                       Other Fund:
- Combination Funds:

**Justification for filling vacancy:**

Vacancy created by Record Specialist Deborah Lara's resignation effective 01/09/2016

**Approvals:**

Department Director:		Date: 2-24-16
Personnel Manager:		Date:
City Manager:		Date:

- Recruitment Only                       Recruit and Hire



REQUEST TO FILL VACANCY	
Classification: Public Works Trainee	Position #: Part Time
Department: POLICE	Division: Vehicle Expeditor
Hiring Contact: Colegrove	Ext: 5414

**Status:**

- Regular Appointment
- Regular Part-Time Appointment
- Temporary Appointment      From:                      To:
- Seasonal Appointment        From:                      To:
  
- Full Time
- Part Time                              Hours:
- Part Time with Benefits        Hours:

**Reason for Request:**

- Additional Position    (Please attach documentation of Council Action)
  - Vacancy                      Created By: Resignation of Judy Bainto
- Vacancy Date: 12/31/2015


**Funding Source:**

- General Fund
- Grant
- Other Fund:
- Combination Funds:

**Justification for filling vacancy:**

Public Works Trainee ~ Vehicle Expeditor Judy Bainto resigned effective 12/31/2015; her position needs to be filled to coordinate fleet vehicle repair.

**Approvals:**

Department Director:		Date: 2-24-16
Personnel Manager:		Date:
City Manager:		Date:

- Recruitment Only
- Recruit and Hire

**Subject:** Re: W/Request #404069 A.C issues  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Thu, 25 Feb 2016 11:47:21 -0800 (PST)  
**To:** Bill Pickrell <bpickrell@ci.garden-grove.ca.us>

Hi Bill,

I just checked with Vicki and confirmed the problem is still present; the overhead vent is blowing pretty hard right now...and it never was like that prior to when it started. I will be here till 2:30 PM today and if the tech wants to come back here I can show him the problem...

Thanks,

Jim

----- Original Message -----

From: "Bill Pickrell" <bpickrell@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Cc: "Phil Carter" <philc@ci.garden-grove.ca.us>  
Sent: Thursday, February 25, 2016 11:39:49 AM  
Subject: W/Request #404069 A.C issues

James,

We received a request for A.C. issues in the professional standards office from Victoria Foster. Our tech was out to investigate the complaint this morning and seek clarification. Victoria was not present but what we found was someone had removed the grill and closed all louvers to that area. With the louvers closed you will get an air flow complaint which we have. Secondly this ductwork serves Internal Affairs also and am pretty sure he is going to have a problem with little to no airflow. How would you like us to proceed? Also when you close off the supplies it affects the air balance of the entire building. If you are not the correct person to ask these questions please direct me to them. Thanks

William R. Pickrell  
Facility Supervisor  
City of Garden Grove  
714-741-5383

**Subject:** Re: PD Dispatch Upgrades  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Thu, 25 Feb 2016 13:20:48 -0800 (PST)  
**To:** Bill Pickrell <bpickrell@ci.garden-grove.ca.us>

Hi Bill,

This project is being led by Dave Barlag and Captain Stauffer is also aware.  
Thanks for the heads-up.

Jim

----- Original Message -----

From: "Bill Pickrell" <bpickrell@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Thursday, February 25, 2016 8:38:38 AM  
Subject: Fwd: PD Dispatch Upgrades

James,

Does any of this ring a bell?

William R. Pickrell  
Facility Supervisor  
City of Garden Grove  
714-741-5383

----- Original Message -----

From: "Albert Eurs" <alberte@ci.garden-grove.ca.us>  
To: "Phil Carter" <philc@ci.garden-grove.ca.us>, "Bill Pickrell"  
<bpickrell@ci.garden-grove.ca.us>  
Sent: Thursday, February 25, 2016 8:24:43 AM  
Subject: Re: PD Dispatch Upgrades

The meeting is Tuesday at 9 A.M.

Albert Eurs  
Facilities Foreman  
City of Garden Grove  
(714) 741-5394

" We are not separate from nature, we are part of it"  
- Dr. M. Sanjayan

----- Original Message -----

From: "David Barlag" <davidba@ci.garden-grove.ca.us>  
To: "Albert Eurs" <alberte@ci.garden-grove.ca.us>  
Sent: Tuesday, February 23, 2016 3:43:47 PM  
Subject: Re: PD Dispatch Upgrades

How is Tuesday, March 1 at like 9 am?

----- Original Message -----

From: "Albert Eurs" <[alberte@ci.garden-grove.ca.us](mailto:alberte@ci.garden-grove.ca.us)>  
To: "David Barlag" <[davidba@ci.garden-grove.ca.us](mailto:davidba@ci.garden-grove.ca.us)>  
Sent: Tuesday, February 23, 2016 3:15:27 PM  
Subject: Re: PD Dispatch Upgrades

Sometime next week would be best.

Albert Eurs  
Facilities Foreman  
City of Garden Grove  
(714) 741-5394

" We are not separate from nature, we are part of it"  
- Dr. M. Sanjayan

----- Original Message -----

From: "David Barlag" <[davidba@ci.garden-grove.ca.us](mailto:davidba@ci.garden-grove.ca.us)>  
To: "Albert Eurs" <[alberte@ci.garden-grove.ca.us](mailto:alberte@ci.garden-grove.ca.us)>  
Sent: Tuesday, February 23, 2016 8:36:56 AM  
Subject: PD Dispatch Upgrades

Buster,  
I would like to get together and talk about some modifications being looked at in  
the PD Dispatch center.  
Let me know a time and I can meet you over there to discuss.

--  
David R. Barlag  
City Manager's Office  
City of Garden Grove  
(714) 741-5994

--  
David R. Barlag  
City Manager's Office  
City of Garden Grove  
(714) 741-5994

**Subject:** ID Cards

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 25 Feb 2016 14:18:32 -0800 (PST)

**To:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Bode ~

We just had an employee ask for 3 identification cards "one for his wallet, one for his uniform pocket, and one for his flat badge wallet". This is excessive.

Our G.O. implies one only due to singular description:

*Identification (2.3.18)*

*All employees are issued a photographic identification card and if applicable a badge. Employees shall carry their badges, if applicable, and identification cards on their persons at all times, except when impractical or dangerous to their safety or to an investigation. They shall furnish their name and badge number to any person requesting that information, except when the withholding of such information is necessary for the performance of police duties, or is authorized by proper authority. Personnel, whenever possible and practical, should present their identification and badge when a request to view the identification has been made. This is to ensure the public can be certain the person they are dealing with is an employee of the Police Department. Additionally, all employees will verbally identify themselves as being a member of the Garden Grove Police Department when talking to citizens over the telephone, except in cases the verbal identification would jeopardize an ongoing police investigation.*

What do you think? We open door for one employee, then the flood will pour in..

Jim

Re: Laterals

**Subject:** Re: Laterals

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Fri, 26 Feb 2016 08:09:22 -0800 (PST)

**To:** Nick Jensen <nickj@ci.garden-grove.ca.us>

what is there official hire start date?

----- Original Message -----

From: "Nick Jensen" <nickj@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Friday, February 26, 2016 6:43:23 AM

Subject: Laterals

Sir, here are the laterals ID numbers..IT is still working on emails but should be up next week. This is for power dms and anything else we need. Thanks!

Nick Almeida #

Matt Marchand #

Jeff Nguyen #

Ryan Richmond #

Christin Rogers #

Nick Jensen  
Recruitment Coordinator/

Background Investigator  
Garden Grove P.D.  
Professional Standards Division  
(714) 741-5922 Desk  
(714) 987-1982 Cell



**Subject:** Re: GGPD-911 Room billing  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 26 Feb 2016 13:25:15 -0800 (PST)  
**To:** David Barlag <davidba@ci.garden-grove.ca.us>

dang...that is good and fast!!!! thanks!

----- Original Message -----

From: "David Barlag" <davidba@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Friday, February 26, 2016 1:24:12 PM  
Subject: Fwd: GGPD-911 Room billing

hows this, old plans but dimensions should be good

----- Original Message -----

From: "F Earl Mellott" <femellott@sbcglobal.net>  
To: "David Barlag" <davidba@ci.garden-grove.ca.us>  
Sent: Friday, February 26, 2016 1:16:49 PM  
Subject: Re: GGPD-911 Room billing

Dave,

Attached is a pdf of the entire old floor plan of the GGPD ground floor plan if you need it. Also  
Ava's email and phone.

Earl

Ava Rabago  
Phone 866-719-2962  
Fax 866-719-2963  
[arabago@russbassett.com](mailto:arabago@russbassett.com)  
[www.russbassett.com](http://www.russbassett.com)

On Friday, February 26, 2016 12:46 PM, David Barlag <davidba@ci.garden-grove.ca.us> wrote:

can you send me the plans?

From: "F Earl Mellott" <femellott@sbcglobal.net>



Re: GGPD-911 Room billing

To: [davidba@ci.garden-grove.ca.us](mailto:davidba@ci.garden-grove.ca.us)  
Sent: Friday, February 26, 2016 12:25:37 PM  
Subject: GGPD-911 Room billing

Hi Dave,

Attached is an invoice for work done on the Garden Grove Police Dept. 911 room enlargement. I sent it over to Ava at Russ Bassets office after she sent me an autocad file to compare her dimension etc. with the ones I got from the old plans. They are very close.

Earl

NOTE: This message was trained as non-spam. If this is wrong, please correct the training as soon as possible.

Spam

Not spam

Forget previous vote

--

David R. Barlag  
City Manager's Office  
City of Garden Grove  
(714) 741-5994

NOTE: This message was trained as non-spam. If this is wrong, please correct the training as soon as possible.

Spam

Not spam

Forget previous vote

--

David R. Barlag  
City Manager's Office  
City of Garden Grove  
(714) 741-5994

**Subject:** Re: GGPD-911 Room billing  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 26 Feb 2016 13:34:14 -0800 (PST)  
**To:** David Barlag <davidba@ci.garden-grove.ca.us>

ok cool

----- Original Message -----

From: "David Barlag" <davidba@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Friday, February 26, 2016 1:32:29 PM  
Subject: Re: GGPD-911 Room billing

Yes I know its old but I'm sure the Architect can use the dimensions to create the space as it lives now, the outside hasn't moved.

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
To: "David Barlag" <davidba@ci.garden-grove.ca.us>  
Sent: Friday, February 26, 2016 1:29:33 PM  
Subject: Re: GGPD-911 Room billing

hey Dave...this plan is 37 years old and has no reflection how the PD sits now. It reflects when FD and PD shared the same building.

----- Original Message -----

From: "David Barlag" <davidba@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Friday, February 26, 2016 1:24:12 PM  
Subject: Fwd: GGPD-911 Room billing

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Subject: Re: GGPD-911 Room billing

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Ava's email and phone.

Earl

Ava Rabago  
Phone 866-719-2962  
Fax 866-719-2963  
[arabago@russbassett.com](mailto:arabago@russbassett.com)

[www.russbassett.com](http://www.russbassett.com)



On Friday, February 26, 2016 12:46 PM, David Barlag <[davidba@ci.garden-grove.ca.us](mailto:davidba@ci.garden-grove.ca.us)> wrote:

can you send me the plans?

From: "F Earl Mellott" <[femellott@sbcglobal.net](mailto:femellott@sbcglobal.net)>  
To: [davidba@ci.garden-grove.ca.us](mailto:davidba@ci.garden-grove.ca.us)  
Sent: Friday, February 26, 2016 12:25:37 PM  
Subject: GGPD-911 Room billing

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Earl

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Spam

Not spam

Forget previous vote

--

David R. Barlag  
City Manager's Office  
City of Garden Grove  
(714) 741-5994

NOTE: This message was trained as non-spam. If this is wrong, please correct the training as soon as possible.

Spam

Not spam

Forget previous vote

--

David R. Barlag  
City Manager's Office  
City of Garden Grove  
(714) 741-5994

--

David R. Barlag  
City Manager's Office  
City of Garden Grove  
(714) 741-5994

**Subject:** Proposition 115 Training

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Fri, 26 Feb 2016 15:00:05 -0800 (PST)

**To:** Shelby Keuilian <shelbyk@ci.garden-grove.ca.us>, Felicia Perez <feliciap@ci.garden-grove.ca.us>, Krystal Jeang <krystalj@ci.garden-grove.ca.us>, Summer Bogue <summerb@ci.garden-grove.ca.us>

**CC:** Angela Ledesma <angelal@ci.garden-grove.ca.us>, Maria McFarlane <mmcfarlane@ci.garden-grove.ca.us>, Debra Nichols <debran@ci.garden-grove.ca.us>, Vicky Lawton <vlawton@ci.garden-grove.ca.us>, Robert Bogue <robertb@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Dear Shelby, Felicia, Krystal, and Summer:

All of you take police reports on a routine basis as part of your job duties. Occasionally, you will be subpoenaed to testify in a preliminary hearing in regards to what the victim said to you about the crime. Proposition 115 was passed by California voters back in 1990, which allows for you to testify on behalf of the victim. In order for you to "say" in open court what your "heard" from the victim, you first must be familiarized with the concept of Hearsay Testimony. This is called "Prop 115" training.

I will be providing the Prop 115 training, which includes a P.O.S.T. produced video viewing on:

Wednesday, March 23, 2016

1:30 PM to 2:30 PM

PD West or East Conference room

Please let your supervisors know that this training is and required and relevant to your position. FYI: This issue came up in court recently and this training will alleviate any concerns the D.A. may have.

Thanks,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

**Subject:** Re: W/Request #404069 A.C issues  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 26 Feb 2016 16:12:08 -0800 (PST)  
**To:** Bill Pickrell <bpickrell@ci.garden-grove.ca.us>

Bill,

We are good now on the A/C issue.

Thanks,

Jim

----- Original Message -----

From: "Bill Pickrell" <bpickrell@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Cc: "Phil Carter" <philc@ci.garden-grove.ca.us>  
Sent: Thursday, February 25, 2016 11:39:49 AM  
Subject: W/Request #404069 A.C issues

James,

We received a request for A.C. issues in the professional standards office from Victoria Foster. Our tech was out to investigate the complaint this morning and seek clarification. Victoria was not present but what we found was someone had removed the grill and closed all louvers to that area. With the louvers closed you will get an air flow complaint which we have. Secondly this ductwork serves Internal Affairs also and am pretty sure he is going to have a problem with little to no airflow. How would you like us to proceed? Also when you close off the supplies it affects the air balance of the entire building. If you are not the correct person to ask these questions please direct me to them. Thanks

William R. Pickrell  
Facility Supervisor  
City of Garden Grove  
714-741-5383

Remember him?

**Subject:** Remember him?

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Sat, 27 Feb 2016 05:58:53 -0800 (PST)

**To:** Peter Vi <peterv@ci.garden-grove.ca.us>

<http://www.ocregister.com/articles/perez-706031-informant-dekraai.html>

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

**Subject:** Re: Media in Conference Room

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 04:58:11 -0800 (PST)

**To:** Nicole Chung <nicoleh@ci.garden-grove.ca.us>

There should be a large TV that has HDMI and USB connections

----- Original Message -----

From: "Nicole Chung" <nicoleh@ci.garden-grove.ca.us>

To: "Robert Bogue" <robertb@ci.garden-grove.ca.us>, "James Colegrove" <jamesc@ci.garden-grove.ca.us>, "Mike Martin" <mmartin@ci.garden-grove.ca.us>

Sent: Monday, February 29, 2016 4:21:10 PM

Subject: Media in Conference Room

What type of media is available in the PD2 East conference room for tomorrow? Jeff Davis wants to play a video for the officers for part of the customer service training. I'm pretty sure there isn't a computer and screen available, but I want to see what is there.

Nicole Chung

City of Garden Grove|Human Resources

(714) 741-5533

[nicoleh@ci.garden-grove.ca.us](mailto:nicoleh@ci.garden-grove.ca.us)



**Subject:** Fwd: Deactivate Officer Ralph Lee's FOB  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Tue, 1 Mar 2016 05:49:24 -0800 (PST)  
**To:** Craig McIver <craigm@ci.garden-grove.ca.us>

Craig,

FYI..don't know if you got memo, but I already issued a new CARD fob.

Jimmy C

----- Forwarded Message -----

Ralph Lee recently had his FOB stolen. Memo sent to his lietuenant. Please deactivate his current FOB (wallet card size) and issue another one.

Thanks,

J R

John Reynolds, Sergeant  
Garden Grove Police Department

714-713-8757 Cell  
[johnr@garden-grove.org](mailto:johnr@garden-grove.org)

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**Subject:** Crownpointe FTO

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 05:55:46 -0800 (PST)

**To:** Ben Stauffer <stauffer@ci.garden-grove.ca.us>

Ben,

I have been asked to follow and maintain the new trainees' status on CrownPointe FTO program. can you show me how to input their names into the program?

Thanks,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

**Subject:** URGENT ~ PowerDMS

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 06:14:54 -0800 (PST)

**To:** Chris Shelgren <chriss@ci.garden-grove.ca.us>, Sean Salazar <seans@ci.garden-grove.ca.us>, Luis Ramirez <luisr@ci.garden-grove.ca.us>, Peter Kunkle <peterk@ci.garden-grove.ca.us>, Dennis Wardle <dennisw@ci.garden-grove.ca.us>, Luis Payan <luisp@ci.garden-grove.ca.us>, Pete Garcia <peteg@ci.garden-grove.ca.us>, Josh Escobedo <joshe@ci.garden-grove.ca.us>

The number after your name is how many documents in PowerDMS that need your electronic signature. A formal report is being prepared for Watch Commanders this coming Friday, so I wanted to give you guys a heads up to address the issue before they get the report.

Thanks,

Colegrove

chriss Shelgren Christopher	38
seans Salazar Sean	34
luisr Ramirez Luis	31
peterk Kunkel Peter	28
dennisw Wardle Dennis	25
luisp Payan Luis	23
peteg Garcia Pete	22
joshe Escobedo Joshua	20

Re: LEO Flying Armed

**Subject:** Re: LEO Flying Armed

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 10:05:36 -0800 (PST)

**To:** Vicky Helton <vickyh@zimbra.ci.garden-grove.ca.us>

Hi Vicky,

We have no policy via General Orders on this subject; but we do have an excellently prepared training bulletin on the matter. I will attach it to this email.

Jim

----- Original Message -----

From: "Vicky Helton" <vickyh@zimbra.ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, March 1, 2016 9:01:54 AM

Subject: Fwd: LEO Flying Armed

Hello Sgt.,

Seal Beach PD is asking other agencies if their LEOFA policy has been updated to include attending trainings and if that satisfies operational needs, since the changes by TSA / DHS in 2008. I have no knowledge about this and am hoping that if you do not have the answer, you can direct me to the person who would. Thanks.

Vicky

Subject: LEO Flying Armed

Good Morning All!

We are in the process of updating our policy on Law Enforcement Officers flying armed.

I am interested to see if anyone has updated their policy since the changes by TSA / DHS in 2008.

Specifically if your officers are permitted to fly armed to attend trainings and if that satisfies an "operational need"?

Dan Fortney , Police Records Supervisor

City of Seal Beach Police Department

911 Seal Beach Boulevard, Seal Beach, CA 90740

(562) 799-4100 Ext. 1105

Fax: (562) 493-0634

untitled

--  
Victoria L. Lawton  
Records Manager  
Support Services Bureau  
Garden Grove Police Department  
714-741-5715

<b>LEOFA 12-07.pdf</b>	<b>Content-Type:</b> application/pdf <b>Content-Encoding:</b> base64
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# GARDEN GROVE POLICE **TRAINING**

Kevin Raney, CHIEF OF POLICE  
Professional Standards Division  
2012

NUMBER: 2012-07  
ISSUED: April 17,

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## **Procedures for State and local Law Enforcement Officers Flying Armed**

### **Traveling with your gun on your person (on-duty status):**

- Dignitary protection
- Prisoner transportation
- On duty investigation

### **What you need to do prior to travel:**

- You must first watch the POST training video regarding flying with a firearm.

Travel arrangements are made through the Professional Standards Division or a travel agency that is used by the city of Garden Grove.

In order to get your NLETS message/number you will need all of your travel information to include:

- ✓ Airlines
- ✓ Dates
- ✓ Flight number's
- ✓ Airport

With the listed information above, contact a records supervisor and they will assist you in obtaining your NLETS message/number for each flight you will be taking to include departure flight, connecting flights, and your return flight. Have the records supervisor print out the NLETS message/number on paper, so that you have it with you (It's your own unique LEOLANE identifier numbers).

### **A letter signed by the Chief of Police:**

Now complete a letter citing your travel information, your weapon information, the NLETS numbers for each flight, and have it signed by the Chief of Police. You should have a copy of the letter for each flight.



- ✓ With travel information
- ✓ Dates
- ✓ NLETS numbers
- ✓ Description of weapon with serial number
- ✓ Chief of Police signature

### **At the Airport:**

You need to identify yourself at the ticket counter and complete a "Notice to armed individuals" form. Once done, you will be directed to the TSA gate where you must have your identification card and badge along with the letter. A supervisor will check your credentials and verify your information through CLETS (Your unique LEOLANE identifier numbers). You will have to complete the LEO logbook. Once approved by the TSA supervisor, advise the airline personnel at your gate and you will be boarded prior to the other passengers. The pilots and flight attendants will introduce themselves to you. IMPORTANT:

- ✓ Make sure your weapon is concealed
- ✓ Your badge is on your belt next to weapon
- ✓ A shirt and/or jacket long enough to conceal the weapon

Make sure you arrive at the airport one hour earlier than you normally would, just in case there are issues with paperwork, NLETS numbers, computer problems, etc. Also, in the event that there is a problem this will allow time for records to assist you in getting numbers, new numbers, etc.

### **If In your suitcase:**

- ✓ Going to a conference
- ✓ Training
- ✓ Personal

### **Advise Airline person at ticket counter and follow the directions:**

- ✓ Gun must be unloaded
- ✓ Ammo separate from gun
- ✓ Gun in a lockable hard case
- ✓ Hard case, gun, and ammo in suitcase

PREPARED BY: Sergeant Mike Martin, Crimes Against Persons, Support Services Bureau

SOURCE: P.O.S.T. Extradition Procedures Video on P.O.S.T. Website; U.S. Department of Homeland Security updated procedures for State and local LEO's flying armed (procedure manual kept at Records Division-GGPD)

**Subject:** Roger's Oath

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 11:59:07 -0800 (PST)

**To:** Nick Jensen <nickj@ci.garden-grove.ca.us>

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

<b>rogers Oath.doc</b>	<b>Content-Type:</b> application/msword
	<b>Content-Encoding:</b> base64



OATH OF OFFICE

FOR PUBLIC OFFICERS AND EMPLOYEES  
(State Constitution, Article XX, Section 3 as Amended)

STATE OF CALIFORNIA  
COUNTY OF ORANGE  
CITY OF GARDEN GROVE

I, Christin Rogers, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I will take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter:

Police Officer

City of Garden Grove

Subscribed and sworn before me this  
1<sup>st</sup> day of March, 2016

\_\_\_\_\_, Chief of Police

\_\_\_\_\_, Employee

\_\_\_\_\_, Witness

**Subject:** Downstairs Female Locker Room

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 12:59:41 -0800 (PST)

**To:** Todd Elgin <todde@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Robert Bogue <robertb@ci.garden-grove.ca.us>

**CC:** Nick Jensen <nickj@ci.garden-grove.ca.us>

Gentlemen:

After the tour of the locker room this morning I was very surprised to hear the low number of available female lockers. I prepared a list of who has female lockers issued to them and it's attached to this email. You will probably see that of the 29 lockers, only 12 are assigned to personnel with field duties and gear (9 Officers and 3 field CSO's). I am not too sure of the need for the other 15 personnel to have lockers issued to them, other than a professional convenience.

I spoke to Nick Jensen about the issue and he had a great idea, which I want to share: Records Personnel do not have any gear, nor do they have multiple uniforms. Would it be unreasonable during the records remodel to have an out-of-public view locker section (12-foot wall with 12 one-foot wide lockers) to meet the needs of the records personnel? One foot wide lockers would be ample storage.

If that idea came to fruition, then I don't foresee any issues in the long term-future in finding more lockers for female field-duty personnel who have the need to store multiple uniforms and field gear.

Thanks for listening,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

<b>Female Locker Downstairs.docx</b>	<b>Content-Type:</b> application/vnd.openxmlformats-officedocument.wordprocessingml.document <b>Content-Encoding:</b> base64
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Locker #	Personnel	Position
1	Hightower	Front Desk
2	Serota/J. Rodriguez	Records
3	Kris Weiss	Records
4	Hairgrove	Records
5	Yelensky/Pinky	Records
6	Fussell	Front Desk
7	Ramirez, Terra	Officer
8	Belthius	Reserve
9	O'Brien/Whitney	Records
10	C. Payan	Dispatcher
11	McFarlane	Records
12	Brodeur	Officer
13	Vacant	Vacant
14	Anderson	Officer
15	Vacant	Vacant
16	Armstrong	Records
17	Gendreau	Dispatch
18	Frutos/VU	Records
19	Nichols	Records
20	Samoff	Dispatch
21	Orozco	Officer
22	Alarcon	Officer
23	Backouris	Field CSO
24	Bogue	Field CSO
25	V. Foster	PSD
26	Griego	Reserve Officer
27	Kovacs	Officer
28	Flood	Field CSO
29	Rogers	Officer

**Subject:** CDL Carpet

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 13:17:10 -0800 (PST)

**To:** Cindy Nagamatsu <cindyn@ci.garden-grove.ca.us>

**BCC:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Hi Cindy,

Public Works has an extended back log of jobs at the PD, so your work order will not be addressed for at least three to four months. This time delay is reasonable for the amount of work requested, which will require the clearing out of the entire CLD office.

I am aware of your request below and promise you that I will follow-up on it in due time.

Thanks,

Jim

Workorder #404299

Status OPEN

Requestor Cindy Nagamatsu Hanlon

Department Police

Date requested February 29, 2016 08:59AM

Location 11301 ACACIA PKWY

Location notes Community Liaison Division/Crime Prevention Unit located on the First Floor of the PD on the northwest side of the building across the hallway from Communications.

Request Several years ago, the carpet in our Community Liaison Division/Crime Prevention office started coming unglued from the padding beneath and created 'waves' in the carpeting. Depending on the weather conditions/how hot or cold the air is in that room at any given time, the carpeting creates fairly large waves and at other times it contracts back down. I initiated a work order at that time to see if the carpeting could be repaired or replaced, as it was becoming a safety hazard due to staff tripping on it. I was told at that time that the budget did not allow for replacing it; however, they did come out and attempted to 'stretch' it flat. Unfortunately, that didn't work, so our carpet dilemma was never resolved. We've tried placing heavy boxes on the areas that really 'wave' up but it continues to be a problem. I asked for direction again in resolving this matter and was told to resubmit another work order, to determine if we can finally have the carpeting replaced. If someone could come out to discuss this with me, I would greatly appreciate it. As I'm short-staffed right now and often in the field, it would be really helpful if I could set up a meeting time, so that I can ensure that I'll be here. The best way to reach me is on my cell phone @ 714 801-9193. As always, thank you for your cooperation and assistance! Cindy

Re: Termite tenting

**Subject:** Re: Termite tenting

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 13:17:31 -0800 (PST)

**To:** Jim Holder <jamesh@ci.garden-grove.ca.us>

ok cool..thanks for the info

----- Original Message -----

From: "Jim Holder" <jamesh@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Cc: "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>, "Ted Peaslee" <tedp@ci.garden-grove.ca.us>

Sent: Tuesday, March 1, 2016 1:13:20 PM

Subject: Re: Termite tenting

OK thanks. The termites are quite the problem in the Boys and Girls side of the building and Sandy Segawa forwarded me an e-mail from the vendor that said he was going to call Bill Pickrell around Feb 15 to schedule it.

Jim Holder, Sergeant  
Youth Services Unit / Mounted Enforcement Unit

714-741-5814 office

Garden Grove Police Department

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----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Jim Holder" <jamesh@ci.garden-grove.ca.us>

Cc: "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>, "Ted Peaslee" <tedp@ci.garden-grove.ca.us>

Sent: Tuesday, March 1, 2016 1:09:26 PM

Subject: Re: Termite tenting

Hi Jim,

Thanks for the inquiry on when the termite tenting will take place. As soon as Bill Pickrell gets paperwork in his hand for the work, he will then forward it to me. You and I will then determine the best time for the work, which will include ample of enough notice to all personnel since we will have to shut down the east PD entrance door as precaution.

Hope this helps,

Jim

Re: Termite tenting

----- Original Message -----

From: "Bill Pickrell" <[bpickrell@ci.garden-grove.ca.us](mailto:bpickrell@ci.garden-grove.ca.us)>  
To: "Jim Holder" <[jamesh@ci.garden-grove.ca.us](mailto:jamesh@ci.garden-grove.ca.us)>  
Cc: "James Colegrove" <[jamesc@ci.garden-grove.ca.us](mailto:jamesc@ci.garden-grove.ca.us)>  
Sent: Tuesday, March 1, 2016 11:19:55 AM  
Subject: Re: Termite tenting

As soon as I receive the information from the vendor I will forward it to James Colegrove. It will be up to the user groups to schedule the work. Just a little heads up but I believe the facility will be vacant for three to five days, maybe more.

William R. Pickrell  
Facility Supervisor  
City of Garden Grove  
714-741-5383

----- Original Message -----

From: "Jim Holder" <[jamesh@ci.garden-grove.ca.us](mailto:jamesh@ci.garden-grove.ca.us)>  
To: "Bill Pickrell" <[bpickrell@ci.garden-grove.ca.us](mailto:bpickrell@ci.garden-grove.ca.us)>  
Sent: Tuesday, March 1, 2016 10:55:16 AM  
Subject: Termite tenting

Good morning Bill,

I understand the work has been approved with Western Exterminators for tenting of the Youth Services building. I just wanted to see when we are looking at for this as I need to notify the Boys and Girls Club since they often have sessions scheduled on the weekend. I want to give them as much lead time as I can so they can schedule around us. You can always call me at 714-357-2046.

Thanks!

Jim Holder, Sergeant  
Youth Services Unit / Mounted Enforcement Unit

714-741-5814 office

Garden Grove Police Department

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**Subject:** Fwd: Downstairs Female Locker Room  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Tue, 1 Mar 2016 13:19:39 -0800 (PST)  
**To:** Craig McIver <craigm@ci.garden-grove.ca.us>

----- Forwarded Message -----

Gentlemen:

After the tour of the locker room this morning I was very surprised to hear the low number of available female lockers. I prepared a list of who has female lockers issued to them and it's attached to this email. You will probably see that of the 29 lockers, only 12 are assigned to personnel with field duties and gear (9 Officers and 3 field CSO's). I am not too sure of the need for the other 15 personnel to have lockers issued to them, other than a professional convenience.

I spoke to Nick Jensen about the issue and he had a great idea, which I want to share: Records Personnel do not have any gear, nor do they have multiple uniforms. Would it be unreasonable during the records remodel to have an out-of-public view locker section (12-foot wall with 12 one-foot wide lockers) to meet the needs of the records personnel? One foot wide lockers would be ample storage.

If that idea came to fruition, then I don't foresee any issues in the long term-future in finding more lockers for female field-duty personnel who have the need to store multiple uniforms and field gear.

Thanks for listening,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

**Female Locker Downstairs.docx**

**Content-Type:** application/vnd.openxmlformats-officedocument.wordprocessingml.document  
**Content-Encoding:** base64

Locker #	Personnel	Position
1	Hightower	Front Desk
2	Serota/J. Rodriguez	Records
3	Kris Weiss	Records
4	Hairgrove	Records
5	Yelensky/Pinky	Records
6	Fussell	Front Desk
7	Ramirez, Terra	Officer
8	Belthius	Reserve
9	O'Brien/Whitney	Records
10	C. Payan	Dispatcher
11	McFarlane	Records
12	Brodeur	Officer
13	Vacant	Vacant
14	Anderson	Officer
15	Vacant	Vacant
16	Armstrong	Records
17	Gendreau	Dispatch
18	Frutos/VU	Records
19	Nichols	Records
20	Samoff	Dispatch
21	Orozco	Officer
22	Alarcon	Officer
23	Backouris	Field CSO
24	Bogue	Field CSO
25	V. Foster	PSD
26	Griego	Reserve Officer
27	Kovacs	Officer
28	Flood	Field CSO
29	Rogers	Officer



**Subject:** Lockers

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 14:32:55 -0800 (PST)

**To:** Police Department <police.all@ci.garden-grove.ca.us>

Hello Everybody:

Hills Brothers LockSmith will be coming to the police department on Tuesday, April 5th, 2016. They will be fixing some lockers that need repairing, so if you have a locker that needs some lock maintenance (on the dial or the locking mechanism), then please respond to this email with:

Locker #  
Location  
Nature of problem

I will include your locker in the service request for maintenance.

Thanks,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

Re: Thur Mar 3-time change

**Subject:** Re: Thur Mar 3-time change

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 15:35:42 -0800 (PST)

**To:** Robert Bogue <robertb@ci.garden-grove.ca.us>

sounds good to me...

----- Original Message -----

From: "Robert Bogue" <robertb@ci.garden-grove.ca.us>

To: "Cindy Nagamatsu" <cindyn@ci.garden-grove.ca.us>, "James Colegrove" <jamesc@ci.garden-grove.ca.us>, "Jennifer Dix" <jennd@ci.garden-grove.ca.us>

Sent: Tuesday, March 1, 2016 3:15:18 PM

Subject: Thur Mar 3-time change

Cindy, Jim, and Jennifer-

I will be doing report writing for only one hour/instead of two....so your times are getting bumped up one hour.

So Cindy you will start at 3pm. Jim-4PM and Jen-5pm. If this is problem please let me know.

Thank you.

Bob Bogue, Lieutenant  
Professional Standards / PIO  
Garden Grove Police Department  
[robertb@ggpd.org](mailto:robertb@ggpd.org)  
Desk 714-741-5786

W/C 714-741-5871

24hr 714-741-5704

**Subject:** Fwd: Downstairs Female Locker Room  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Tue, 1 Mar 2016 16:07:15 -0800 (PST)  
**To:** Ben Stauffer <stauffer@ci.garden-grove.ca.us>

Ben,

Can you chime in please? I think Nick came up with good idea and it would solve a huge problem for us.  
Jim

---

> Gentlemen:

>

> After the tour of the locker room this morning I was very surprised  
> to hear the low number of available female lockers. I prepared a  
> list of who has female lockers issued to them and it's attached to  
> this email. You will probably see that of the 29 lockers, only 12  
> are assigned to personnel with field duties and gear (9 Officers and  
> 3 field CSO's). I am not too sure of the need for the other 15  
> personnel to have lockers issued to them, other than a professional  
> convenience.

>

> I spoke to Nick Jensen about the issue and he had a great idea, which  
> I want to share: Records Personnel do not have any gear, nor do  
> they have multiple uniforms. Would it be unreasonable during the  
> records remodel to have an out-of-public view locker section  
> (12-foot wall with 12 one-foot wide lockers) to meet the needs of  
> the records personnel? One foot wide lockers would be ample  
> storage.

>

> If that idea came to fruition, then I don't foresee any issues in the  
> long term-future in finding more lockers for female field-duty  
> personnel who have the need to store multiple uniforms and field  
> gear.

>

> Thanks for listening,

>

> Jim Colegrove, Sergeant  
> Planning and Research Department  
> Administrative Services Bureau  
> Garden Grove Police Department  
> 714-741-5414

Female Locker Downstairs.docx

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**Content-Encoding:** base64



Locker #	Personnel	Position
1	Hightower	Front Desk
2	Serota/J. Rodriguez	Records
3	Kris Weiss	Records
4	Hairgrove	Records
5	Yelensky/Pinky	Records
6	Fussell	Front Desk
7	Ramirez, Terra	Officer
8	Belthius	Reserve
9	O'Brien/Whitney	Records
10	C. Payan	Dispatcher
11	McFarlane	Records
12	Brodeur	Officer
13	Vacant	Vacant
14	Anderson	Officer
15	Vacant	Vacant
16	Armstrong	Records
17	Gendreau	Dispatch
18	Frutos/VU	Records
19	Nichols	Records
20	Samoff	Dispatch
21	Orozco	Officer
22	Alarcon	Officer
23	Backouris	Field CSO
24	Bogue	Field CSO
25	V. Foster	PSD
26	Griego	Reserve Officer
27	Kovacs	Officer
28	Flood	Field CSO
29	Rogers	Officer

**Subject:** Re: Downstairs Female Locker Room  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Tue, 1 Mar 2016 16:14:33 -0800 (PST)  
**To:** Ben Stauffer <stauffer@ci.garden-grove.ca.us>

Ok cool Ben,

Can you bring your opinion to the next staff meeting. You bring up some good points Ben.

thanks,

Jim

----- Original Message -----

From: "Ben Stauffer" <stauffer@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Tuesday, March 1, 2016 4:11:59 PM  
Subject: Re: Downstairs Female Locker Room

Why don't we just limit the lockers to those working patrol duties. Most other assignments historically have been advised to wear their uniform to work with a jacket over it. Nowadays, many of the other assignments don't wear a uniform on a daily basis anyhow.

Fitting this locker area into Records is not going to work with all of the other areas we need to accommodate and the very limited space we are actually gaining in the remodel. Plus, there are members of the opposite sex that would have access to this area in records.

Just off the top of my head, I don't see it being feasible. Tell Nick to stick to jungle gyms...

Capt. Ben Stauffer  
Support Services Bureau  
714-741-5899

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
To: "Ben Stauffer" <stauffer@ci.garden-grove.ca.us>  
Sent: Tuesday, March 1, 2016 4:07:15 PM  
Subject: Fwd: Downstairs Female Locker Room

Ben,

Can you chime in please? I think Nick came up with good idea and it would solve a huge problem for us.

Jim ----- Original Message -----

----- Original Message -----

Gentlemen:

After the tour of the locker room this morning I was very surprised to hear the low number of available female lockers. I prepared a list of who has female lockers issued to them and it's attached to this email. You will probably see that of the 29 lockers, only 12 are assigned to personnel with field duties and gear (9 Officers and 3 field CSO's). I am not too sure of the need for the other 15 personnel to have lockers issued to them, other than a professional convenience.

I spoke to Nick Jensen about the issue and he had a great idea, which I want to share: Records Personnel do not have any gear, nor do they have multiple uniforms. Would it be unreasonable during the records remodel to have an out-of-public view locker section (12-foot wall with 12 one-foot wide lockers) to meet the needs of the records personnel? One foot wide lockers would be ample storage.

If that idea came to fruition, then I don't foresee any issues in the long term-future in finding more lockers for female field-duty personnel who have the need to store multiple uniforms and field gear.

Thanks for listening,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

Re: 2016 goals

**Subject:** Re: 2016 goals

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 1 Mar 2016 17:44:26 -0800 (PST)

**To:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>

They look real good. Goals that are obtainable and will show positive results to grow this department.

----- Original Message -----

From: "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Monday, February 29, 2016 11:20:13 AM

Subject: 2016 goals

Your thoughts Sir?



**Subject:** Driver Training

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 2 Mar 2016 05:22:58 -0800 (PST)

**To:** BETSY G MITCHELL <BMitchell@ocsd.org>

Hi Betsy!

I am back! Our new Professional Standards Sergeant has taken leave, so I have been asked to step back into a pseudo role of training sergeant again for the next 6 to 9 months. So its back to the ol' grind 😊

Can you help me please on getting 24 people who missed driver training last year in driver training? I would like to know if you have any classes in September or October? I have been tasked with making sure all sworn personnel meet their perishable skills mandates.

Thanks for the help,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

Re: I am back!

**Subject:** Re: I am back!

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 2 Mar 2016 05:53:38 -0800 (PST)

**To:** JODY GONZALEZ <JGONZALEZ@costamesaca.gov>

thanks Jody for the info and I look forward to next OCTMA: When and Where will it be?

----- Original Message -----

From: "JODY GONZALEZ" <JGONZALEZ@costamesaca.gov>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Cc: "Valna Wilson" <Valna.Wilson@post.ca.gov>

Sent: Wednesday, March 2, 2016 5:39:20 AM

Subject: RE: I am back!

I have added you back to my group email and will forward to CeCe at GWC who is now the secretary to add to her list. With regards to the FTO program I'm not sure exactly what is going on I know we are in the process of updating ours. POST has been extremely short staffed so that has been an issue. I would contact our rep Valna Wilson [Valna.Wilson@post.ca.gov](mailto:Valna.Wilson@post.ca.gov) and also see if anything has changed on POST website. <https://www.post.ca.gov/field-training-program.aspx>

Jody Gonzalez  
Training, Recruiting & Backgrounds  
(714) 754-5391  
(714) 754-5372 Fax  
[jgonzalez@costamesaca.gov](mailto:jgonzalez@costamesaca.gov)

-----Original Message-----

From: James Colegrove [<mailto:jamesc@ci.garden-grove.ca.us>]

Sent: Wednesday, March 02, 2016 4:57 AM

To: GONZALEZ, JODY

Subject: I am back!

HI Jody,

Our new Professional Standards Sergeant has taken leave, so I have been asked to step back into a pseudo role of training sergeant again for the next 6 to 9 months. Question, can I be placed back on OCTMA's email group please?

Also, I hope you can give me any info on POST's ongoing plan with the Field Training Program, i.e. status of agencies getting their respective FTO book POST approved again, or having the agency adopt POST's Field Training Program. I know POST was in Santa Ana around a year ago discussing such, but I was not at the meeting. Any deadlines I should be concerned with regarding approval of our FTO book?

Jody thanks for the help 😊

Sincerely,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

**Subject:** Re: Lockers

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 2 Mar 2016 06:31:07 -0800 (PST)

**To:** Ron Doscher <rond@ci.garden-grove.ca.us>

**BCC:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Hi Ron,

I am only authorized to get lockers repaired. Perhaps you can go through your chain-of-command to get the P&E safes serviced. I don't have the authority to make such arrangements when there is a cost involved outside my own division's package code.

Thanks,

Jim

----- Original Message -----

From: "Ron Doscher" <rond@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Cc: "Eric Quintero" <ericq@ci.garden-grove.ca.us>

Sent: Tuesday, March 1, 2016 2:36:47 PM

Subject: Re: Lockers

Jim

Need both safes in P/E serviced, it has been several years. Thank you

Ron

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Police Department" <police.all@ci.garden-grove.ca.us>

Sent: Tuesday, March 1, 2016 2:32:55 PM

Subject: Lockers

Hello Everybody:

Hills Brothers LockSmith will be coming to the police department on Tuesday, April 5th, 2016. They will be fixing some lockers that need repairing, so if you have a locker that needs some lock maintenance (on the dial or the locking mechanism), then please respond to this email with:

Locker #  
Location  
Nature of problem

I will include your locker in the service request for maintenance.

Thanks,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

**Subject:** Re: Proposition 115 Training  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Wed, 2 Mar 2016 06:48:21 -0800 (PST)  
**To:** Krystal Jeang <krystalj@ci.garden-grove.ca.us>

Please disregard training.

----- Original Message -----

**From:** "Krystal Jeang" <krystalj@ci.garden-grove.ca.us>  
**To:** "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
**Sent:** Tuesday, March 1, 2016 3:00:05 PM  
**Subject:** Proposition 115 Training

Hello,

Unfortunately, I have school on Mondays and Wednesdays. I will be unable to attend on Wednesday March 23rd because I have class from 0915 hours until 2115 hours. Please let me know if I have an alternate option.

Thank you,

Cdt. K. Jeang.  
Cell: (714) 686-8111

Re: Fwd: SWAT MEDIC(TEMS) program

**Subject:** Re: Fwd: SWAT MEDIC(TEMS) program  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Wed, 2 Mar 2016 11:47:02 -0800 (PST)  
**To:** Ed Leiva <eleiva@ci.garden-grove.ca.us>

Ok will do no problem; im gonna rush the paperwork so Staff can sign all paperwork today at staff meeting. Its rare all command staff together, so your timing is perfect

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Ed Leiva <eleiva@ci.garden-grove.ca.us>  
To: James Colegrove <jamesc@ci.garden-grove.ca.us>  
Sent: Wed, 02 Mar 2016 11:38:58 -0800 (PST)  
Subject: Fwd: SWAT MEDIC(TEMS) program

Jimmy,

We wanted to add this SWAT Medic Program G.O. to the SWAT G.O., 15.4. The Chief has already given the blessing to move forward with it. The attached email also has a memo from Jeff Spargur and a description of the physical fitness test that you can disregard. Can you look over the G.O. and if you think it looks good, attach it please..Jeff Spargur authored it, Travis and I made several changes to it.

Thanks,  
Ed

Hi group - This was sent out yesterday to the FD. We will need to set up the physical agility after Nov. 20th and then the orals. Ed said he is working on the physical agility dates.

Many thanks - see you Friday - Jeff

Jeff Spargur  
Division Chief, Operations  
Garden Grove Fire Department  
[jspargur@garden-grove.org](mailto:jspargur@garden-grove.org)  
[www.gardengrovefire.org](http://www.gardengrovefire.org)  
W. 714.741.5614  
M. 714.552.5844

Fwd: SWAT MEDIC(TEMS) program

**Subject:** Fwd: SWAT MEDIC(TEMS) program

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 2 Mar 2016 12:55:37 -0800 (PST)

**To:** Carole Kanegae <carolek@ci.garden-grove.ca.us>

Carole,

Can you make the attached document into a document that I can edit?

It's not a PDF, so I am seeking you help 😊

thanks,

Jim

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Final draft sent to organization.docx

**Final draft sent to organization.docx**

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**Content-Encoding:** base64



To: All Firefighter/Paramedics

Date: November 9th, 2015

From: Division Chief, Operations Spargur

Subject: SWAT MEDIC PROGRAM (TEMS)

---

The Department is currently asking any Firefighter/Paramedics who are interested in becoming a Tactical Medic with GGPD SWAT to submit a memo of interest to Division Chief, Operations through the proper channels. Anyone who would like to apply must have the following:

- Currently working as a FF/PM with GGFD
- Be off of probation
- Be willing to commit for a minimum of two years in the program
- Be willing to attend training with the SWAT Team on a monthly basis
- Be willing to move shifts so there can be two TEMS medics on each shift

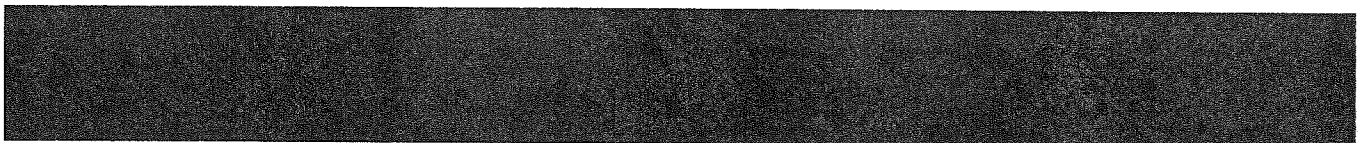
There will be a testing process conducted by members of the GGPD SWAT that will produce an eligibility list in ranking order based on test results. Please submit your resume along with your memo of interest by the end of business November 20, 2015.

Enclosed is the Garden Grove Police Department General Order Section 15.1, which addresses the SWAT Medic (TEMS) program. Additionally, a copy of the Garden Grove Police Department SWAT Physical Agility Test is included.

If you have any questions, please call me at ext. 5614.



JEFF SPARGUR  
Division Chief, Operations



SWAT MEDIC PROGRAM (TEMS)  
GGPD G.O. 15.04

**PURPOSE**

- I. To establish policy and procedures for the use of tactical paramedics during SWAT operations and training.

**RESPONSIBILITY**

- I. The responsibility for the content of this document and the utilization of its procedures rests with all department personnel.

**OBJECTIVES**

- I. The objective of the tactical paramedics assigned to the SWAT team is to:
  - a. Provide medical support during call-outs, training and any other event where SWAT personnel are present.
  - b. Enhance the overall accomplishment of SWAT missions.
- II. Maintain high SWAT team morale by the sincere and evident concern for members' good health and well-being.

**QUALIFICATIONS**

- Currently working as a firefighter/paramedic with GGFD.
- Be off probation.
- Willing to give at least a two year commitment.
- Willing to switch shifts to allow for 2 TEMS medics per shift.
- Willing to attend training monthly with SWAT.

**SELECTION PROCESS**

- Submit interest memo along with resume to Division Chief of Operations through proper channels.
- Pass a SWAT physical fitness test (PFQ).
- Oral interview with SWAT TEMS selection panel.
- Inter-department review with oral board panel members, TEMS administrator and labor representative.

## **SELECTION PROCESS (continued)**

- Once the process is completed, an eligibility list will be created for the remaining candidates who were not immediately selected. This list will be good for one year, and any subsequent testing will be done as needed.

Any current Garden Grove Fire Department paramedic may submit a memo of interest along with a resume to the Division Chief of Operations through the proper channels. Candidates that meet the minimum requirements, as established by the Fire and Police Chiefs, will be invited to participate in a review process. A paramedic shall be allowed to participate in the Tactical Medicine Program at the discretion of the Fire and Police Chiefs. A tactical medic is an at-will position and the individual may be removed from the team, without cause, by the order of the Police or Fire Chief.

Final appointment as a tactical paramedic will be made by the SWAT Commander in conjunction with a TEMS coordinator, as designated by the Fire Chief.

## **TRAINING**

- I. All tactical paramedics will be required to attend a POST approved tactical medicine course as soon as possible.
- II. In addition to successfully completing the tactical medicine course, each tactical paramedic will be required to participate in scheduled monthly training.
- III. Tactical paramedics will be trained in the use and operation of SWAT issued weapons.

## **RESPONSE AND COORDINATION**

- I. Tactical paramedics participating in the Tactical Medicine Program will respond from the station, if they are on-duty. More medics may be called in from home, as determined by the SWAT Commander. For operations that lend themselves to pre-planning such as dignitary protection events or service of high risk warrants, the SWAT Team will schedule a pre-incident briefing.
- II. Tactical paramedics, who will be involved in the response, will also be included in this briefing whenever possible.
- III. All callouts will be made to personnel both on and off-duty as well as the Tactical Medic Coordinator via phone call and/or text message.


IV. Participating tactical paramedics shall notify the SWAT Commander, Administrative Sergeant, or if no commander is available a team leader, of vacations or extended periods of unavailability. In addition, participating tactical paramedics shall notify the Fire Department Program Manager of vacations, or extended periods of unavailability.

### **SWAT COMMANDER**


- I. The SWAT Commander, Administrative Sergeant, or if no commander is available, a team leader (Sergeant) shall have the overall responsibility for deploying tactical paramedics assigned during a call.

### **RESPONSIBILITIES**

- I. Tactical paramedics assigned to the SWAT team will:
  - a. Provide on-scene medical treatment to SWAT Team members.
  - b. Monitor the medical effects of environmental conditions such as heat stress, cold stress, and sleep deprivation regarding individual and team performances during training sessions, as well as operations. Tactical paramedics shall bring any potential medical problems to the attention of the SWAT Commander, Assistant SWAT Commander, or team leader.
  - c. Acquire and maintain the medical history, immunization status, list of allergies and current health status of SWAT team members, and ensure the timely transfer of this information to appropriate medical personnel should the member require treatment and transport. HIPPA laws will be followed and all medical information will be stored in a secured location on the rescue vehicle.
  - d. Conduct all medical operations per Orange County EMS Policies, Clinical Procedures and Treatment Guidelines when operating within the County of Orange, as well as, any other region within the State of California, per OCEMS policy #330.15.
  - e. Ensure that all medical equipment is fully stocked and any supplies with expiration dates are closely monitored.
  - f. Provide medical advice and directions during hostage negotiations in conjunction with the SWAT hostage negotiators.
  - g. Maintain strict confidentiality of medical information, training techniques, and missions for continued operational security

- 
- h. Maintain appropriate licenses and certifications for a paramedic employed with the City of Garden Grove.

### **UNIFORMS AND SPECIAL EQUIPMENT**

- I. Tactical Paramedics will be issued and wear the same uniform and equipment as a SWAT team member, with the exception of weapons and ammunition. The uniform shall include:
- Ballistic Helmet
  - Ballistic Vest
  - SWAT Uniform with paramedic rocker under patch.
  - MEDIC Label on back of uniform and/or Ballistic Vest.
- II. Tactical paramedics will be required to utilize a provided tactical medic kit filled with appropriate medical supplies and equipment to provide appropriate medical support.
- 

## GGPD SWAT Physical Agility Test

**Obstacle Course:** To pass, you must complete the obstacle course in 1 minute 53 seconds or less. You must complete the following:

- **Slalom Barricade-** Run through the slalom barricade without touching the barricades. A penalty of 1 second is assessed for each barricade touched.
- **Six-Foot Wall- Climb** over a six-foot wall. If you do not make it over on the first attempt you must back up 5-6 feet and make two additional attempts to get over the wall. You then may pass around the wall if you are unable to go over it.
- **Balance Beam- Walk** or run along the balance beam without falling. If you fall off the balance beam before you reach the end of the beam, you must return to start of the beam and start over.
- **Belly Bars- Climb** or roll over the bars. A majority of your body (torso) must pass over the horizontal portion of each of the bars.
- **Five- Foot Wall- Climb** over the Five- foot wall. If you do not make it over on the first attempt, you must back up 5-6 feet and make two additional attempts to get over the wall. You may then pass around the wall if you are unable to go over the wall.
- **Monkey Bars- Cross** the Monkey Bars, touching each bold of the horizontal ladder rungs. If you fall off the obstacle, you will be assessed a **15 second penalty**.
- **Simulated Window- Climb** through the window and touch the wall.
- **Sprint-** Touch the wall and sprint the remainder of the designated course.

**440 yd Run-** To pass you must complete the 440 yd run in 1min. 52 seconds.

**Pull Ups-** You must do a minimum of 5 unassisted Pull-ups.

**Subject:** Driver Training Make-Up

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 2 Mar 2016 13:18:22 -0800 (PST)

**To:** Jeff Hutchins <jeffh@ci.garden-grove.ca.us>

Jeff,

I need your help and immediate response please.

I have been tasked with getting all personnel who missed driver training last year scheduled and committed to a makeup class.

P.O.S.T. sent us a report and you and your guys names were on it. I will fix it, but need you guys to commit to one of the following training days and definitely attend the driver training.

Each date below has start time of either 0800 hours or 1300 hours (class is only four hours long).

8/22 Monday

9/7 Wednesday

9/15 Thursday

9/29 Thursday

Please let me know ASAP, for I am trying to help out PSD.

Thanks,

Jim

**Subject:** Re: Driver Training

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 2 Mar 2016 13:20:37 -0800 (PST)

**To:** Betsy G Mitchell <BMitchell@ocsd.org>

wow! thanks...I will have an answer for you shortly..

----- Original Message -----

From: "Betsy G Mitchell" <BMitchell@ocsd.org>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Wednesday, March 2, 2016 11:45:42 AM

Subject: RE: Driver Training

Hello,

Here are some dates;

8/22

9/7

9/15

9/29

10/6

10/7

10/11

10/14

Any of these dates would be 0800-1200 & 1300-1700. 8 per class.

Let me know.

-----Original Message-----

From: James Colegrove [<mailto:jamesc@ci.garden-grove.ca.us>]

Sent: Wednesday, March 02, 2016 5:23 AM

To: Mitchell, Betsy G

Subject: Driver Training

Hi Betsy!

I am back! Our new Professional Standards Sergeant has taken leave, so I have been asked to step back into a pseudo role of training sergeant again for the next 6 to 9 months. So its back to the ol' grind 😊

Can you help me please on getting 24 people who missed driver training last year in driver training? I would like to know if you have any classes in September or October? I have been tasked with making sure all sworn personnel meet their perishable skills mandates.

Thanks for the help,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414



Re: SWAT MEDIC(TEMS) program

**Subject:** Re: SWAT MEDIC(TEMS) program  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Wed, 2 Mar 2016 13:21:10 -0800 (PST)  
**To:** Ed Leiva <eleiva@ci.garden-grove.ca.us>

Ed,

The attachment is locked and I can't open to edit or change style. can you help?

Jim

----- Original Message -----

From: "Ed Leiva" <eleiva@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Wednesday, March 2, 2016 11:38:58 AM  
Subject: Fwd: SWAT MEDIC(TEMS) program

Jimmy,

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Many thanks - see you Friday - Jeff

Jeff Spargur

Division Chief, Operations

Garden Grove Fire Department

[jspargur@garden-grove.org](mailto:jspargur@garden-grove.org)

Re: SWAT MEDIC(TEMS) program

[www.gardengrovefire.org](http://www.gardengrovefire.org)

W.714.741.5614

M.714.552.5844

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Final draft sent to organization.docx

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To: All Firefighter/Paramedics

Date: November 9th, 2015

From: Division Chief, Operations Spargur

Subject: SWAT MEDIC PROGRAM (TEMS)

---

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- Be willing to move shifts so there can be two TEMS medics on each shift

There will be a testing process conducted by members of the GGPD SWAT that will produce an eligibility list in ranking order based on test results. Please submit your resume along with your memo of interest by the end of business November 20, 2015.

Enclosed is the Garden Grove Police Department General Order Section 15.1, which addresses the SWAT Medic (TEMS) program. Additionally, a copy of the Garden Grove Police Department SWAT Physical Agility Test is included.

If you have any questions, please call me at ext. 5614.



JEFF SPARGUR  
Division Chief, Operations



SWAT MEDIC PROGRAM (TEMS)  
GGPD G.O. 15.04

**PURPOSE**

- I. To establish policy and procedures for the use of tactical paramedics during SWAT operations and training.

**RESPONSIBILITY**

- I. The responsibility for the content of this document and the utilization of its procedures rests with all department personnel.

**OBJECTIVES**

- I. The objective of the tactical paramedics assigned to the SWAT team is to:
  - a. Provide medical support during call-outs, training and any other event where SWAT personnel are present.
  - b. Enhance the overall accomplishment of SWAT missions.
- II. Maintain high SWAT team morale by the sincere and evident concern for members' good health and well-being.

**QUALIFICATIONS**

- Currently working as a firefighter/paramedic with GGFD.
- Be off probation.
- Willing to give at least a two year commitment.
- Willing to switch shifts to allow for 2 TEMS medics per shift.
- Willing to attend training monthly with SWAT.

**SELECTION PROCESS**

- Submit interest memo along with resume to Division Chief of Operations through proper channels.
- Pass a SWAT physical fitness test (PFQ).
- Oral interview with SWAT TEMS selection panel.
- Inter-department review with oral board panel members, TEMS administrator and labor representative.

## **SELECTION PROCESS (continued)**

- Once the process is completed, an eligibility list will be created for the remaining candidates who were not immediately selected. This list will be good for one year, and any subsequent testing will be done as needed.

Any current Garden Grove Fire Department paramedic may submit a memo of interest along with a resume to the Division Chief of Operations through the proper channels. Candidates that meet the minimum requirements, as established by the Fire and Police Chiefs, will be invited to participate in a review process. A paramedic shall be allowed to participate in the Tactical Medicine Program at the discretion of the Fire and Police Chiefs. A tactical medic is an at-will position and the individual may be removed from the team, without cause, by the order of the Police or Fire Chief.

Final appointment as a tactical paramedic will be made by the SWAT Commander in conjunction with a TEMS coordinator, as designated by the Fire Chief.

## **TRAINING**

- I. All tactical paramedics will be required to attend a POST approved tactical medicine course as soon as possible.
- II. In addition to successfully completing the tactical medicine course, each tactical paramedic will be required to participate in scheduled monthly training.
- III. Tactical paramedics will be trained in the use and operation of SWAT issued weapons.

## **RESPONSE AND COORDINATION**

- I. Tactical paramedics participating in the Tactical Medicine Program will respond from the station, if they are on-duty. More medics may be called in from home, as determined by the SWAT Commander. For operations that lend themselves to pre-planning such as dignitary protection events or service of high risk warrants, the SWAT Team will schedule a pre-incident briefing.
- II. Tactical paramedics, who will be involved in the response, will also be included in this briefing whenever possible.
- III. All callouts will be made to personnel both on and off-duty as well as the Tactical Medic Coordinator via phone call and/or text message.

IV. Participating tactical paramedics shall notify the SWAT Commander, Administrative Sergeant, or if no commander is available a team leader, of vacations or extended periods of unavailability. In addition, participating tactical paramedics shall notify the Fire Department Program Manager of vacations, or extended periods of unavailability.

### **SWAT COMMANDER**

- I. The SWAT Commander, Administrative Sergeant, or if no commander is available, a team leader (Sergeant) shall have the overall responsibility for deploying tactical paramedics assigned during a call.

### **RESPONSIBILITIES**

- I. Tactical paramedics assigned to the SWAT team will:
  - a. Provide on-scene medical treatment to SWAT Team members.
  - b. Monitor the medical effects of environmental conditions such as heat stress, cold stress, and sleep deprivation regarding individual and team performances during training sessions, as well as operations. Tactical paramedics shall bring any potential medical problems to the attention of the SWAT Commander, Assistant SWAT Commander, or team leader.
  - c. Acquire and maintain the medical history, immunization status, list of allergies and current health status of SWAT team members, and ensure the timely transfer of this information to appropriate medical personnel should the member require treatment and transport. HIPPA laws will be followed and all medical information will be stored in a secured location on the rescue vehicle.
  - d. Conduct all medical operations per Orange County EMS Policies, Clinical Procedures and Treatment Guidelines when operating within the County of Orange, as well as, any other region within the State of California, per OCEMS policy #330.15.
  - e. Ensure that all medical equipment is fully stocked and any supplies with expiration dates are closely monitored.
  - f. Provide medical advice and directions during hostage negotiations in conjunction with the SWAT hostage negotiators.
  - g. Maintain strict confidentiality of medical information, training techniques, and missions for continued operational security



- h. Maintain appropriate licenses and certifications for a paramedic employed with the City of Garden Grove.

### **UNIFORMS AND SPECIAL EQUIPMENT**

- I. Tactical Paramedics will be issued and wear the same uniform and equipment as a SWAT team member, with the exception of weapons and ammunition. The uniform shall include:
- Ballistic Helmet
  - Ballistic Vest
  - SWAT Uniform with paramedic rocker under patch.
  - MEDIC Label on back of uniform and/or Ballistic Vest.
- II. Tactical paramedics will be required to utilize a provided tactical medic kit filled with appropriate medical supplies and equipment to provide appropriate medical support.

## GGPD SWAT Physical Agility Test

**Obstacle Course:** To pass, you must complete the obstacle course in 1 minute 53 seconds or less. You must complete the following:

- **Slalom Barricade-** Run through the slalom barricade without touching the barricades. A penalty of 1 second is assessed for each barricade touched.
- **Six-Foot Wall- Climb** over a six-foot wall. If you do not make it over on the first attempt you must back up 5-6 feet and make two additional attempts to get over the wall. You then may pass around the wall if you are unable to go over it.
- **Balance Beam-** Walk or run along the balance beam without falling. If you fall off the balance beam before you reach the end of the beam, you must return to start of the beam and start over.
- **Belly Bars- Climb** or roll over the bars. A majority of your body (torso) must pass over the horizontal portion of each of the bars.
- **Five- Foot Wall- Climb** over the Five- foot wall. If you do not make it over on the first attempt, you must back up 5-6 feet and make two additional attempts to get over the wall. You may then pass around the wall if you are unable to go over the wall.
- **Monkey Bars- Cross** the Monkey Bars, touching each bold of the horizontal ladder rungs. If you fall off the obstacle, you will be assessed a **15 second penalty**.
- **Simulated Window- Climb** through the window and touch the wall.
- **Sprint-** Touch the wall and sprint the remainder of the designated course.

**440 yd Run-** To pass you must complete the 440 yd run in 1min. 52 seconds.

**Pull Ups-** You must do a minimum of 5 unassisted Pull-ups.

Re: SWAT MEDIC(TEMS) program

**Subject:** Re: SWAT MEDIC(TEMS) program  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Wed, 2 Mar 2016 13:54:44 -0800 (PST)  
**To:** Ed Leiva <eleiva@ci.garden-grove.ca.us>

right on..no biggie...I will definitely get it done once I can open it

----- Original Message -----

From: "Ed Leiva" <eleiva@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Wednesday, March 2, 2016 1:27:43 PM  
Subject: Re: SWAT MEDIC(TEMS) program

Shoot, it's locked for me too.. Can't unlock it. I just called Spargur and he's off today, said he would resend tomorrow..

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
To: "Ed Leiva" <eleiva@ci.garden-grove.ca.us>  
Sent: Wednesday, March 2, 2016 1:21:10 PM  
Subject: Re: SWAT MEDIC(TEMS) program

Ed,

The attachment is locked and I can't open to edit or change style. can you help?

Jim

----- Original Message -----

From: "Ed Leiva" <eleiva@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Wednesday, March 2, 2016 11:38:58 AM  
Subject: Fwd: SWAT MEDIC(TEMS) program

Jimmy,

We wanted to add this SWAT Medic Program G.O. to the SWAT G.O., 15.4. The Chief has already given the blessing to move forward with it. The attached email also has a memo from Jeff Spargur and a description of the physical fitness test that you can disregard. Can you look over the G.O. and if you think it looks good, attach it please..Jeff Spargur authored it, Travis and I made several changes to it.

Thanks,

Ed

Hi group - This was sent out yesterday to the FD. We will need to set up the physical agility after Nov. 20th and then the orals. Ed said he is working on the physical agility dates.

Many thanks - see you Friday - Jeff

Jeff Spargur

Division Chief, Operations

Garden Grove Fire Department

[jspargur@garden-grove.org](mailto:jspargur@garden-grove.org)

[www.gardengrovefire.org](http://www.gardengrovefire.org)

W.714.741.5614

M.714.552.5844

**Subject:** Re: Lockers

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 2 Mar 2016 15:42:28 -0800 (PST)

**To:** Jared Doyle <jaredd@ci.garden-grove.ca.us>

Hi Jared,

I will add it to the list of repairs. Thanks for the info.

Jim

----- Original Message -----

From: "Jared Doyle" <jaredd@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Wednesday, March 2, 2016 2:32:14 PM

Subject: Re: Lockers

Locker 121

On the right before you go onto the restroom.

The locker doesn't lock properly. You can wiggle the lock and door and it will open.

Jared Doyle  
(615)739-1983

On Mar 1, 2016, at 2:33 PM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Hello Everybody:

Hills Brothers LockSmith will be coming to the police department on Tuesday, April 5th, 2016. They will be fixing some lockers that need repairing, so if you have a locker that needs some lock maintenance (on the dial or the locking mechanism), then please respond to this email with:

Locker #  
Location  
Nature of problem

I will include your locker in the service request for maintenance.

Thanks,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

another Prop. 47 type initiative on ballot this November...geesshh..

**Subject:** another Prop. 47 type initiative on ballot this November...geesshh..

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 3 Mar 2016 05:31:39 -0800 (PST)

**To:** Todd Elgin <todde@ci.garden-grove.ca.us>

**CC:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>

<http://www.ocregister.com/articles/brown-706590-district-attorneys.html>

**Subject:** Fumigation of PD Juvenile Justice Center

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 3 Mar 2016 08:02:02 -0800 (PST)

**To:** Bill Pickrell <bpickrell@ci.garden-grove.ca.us>

**CC:** Jim Holder <jamesh@ci.garden-grove.ca.us>, Ted Peaslee <tedp@ci.garden-grove.ca.us>, Ben Stauffer <stauffer@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>

Hi Bill,

The dates of April 4th through April 6th for the tenting fumigation of the PD Juvenile Justice Center will be fine. The PD Command Staff is aware and have approved the dates. The contact person for PD coordination from hereon should be Sergeant Jim Holder (Extension #5814). He will work with the Boys & Girls Club for notification and coordination purposes.

I understand the fumigating company will seal and tape all conduits that connect to the main building and that the City will handle:

1. Gas line disconnected from main line.
2. All food and medication removed or double bags (see attached instruction). Fumigation Company will provide bags.
3. All plants and pets removed.
4. Initial and sign Occupant's Fumigation Notice and Pesticide Disclosure
5. Sign the Plant release

Sincerely,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

<b>fume_notice.PDF</b>	<b>Content-Type:</b> application/pdf
	<b>Content-Encoding:</b> base64

plants.PDF

<b>plants.PDF</b>	<b>Content-Type:</b> application/pdf
	<b>Content-Encoding:</b> base64

factSheet.PDF

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	<b>Content-Encoding:</b> base64

instructions.pdf

<b>instructions.pdf</b>	<b>Content-Type:</b> application/pdf <b>Content-Encoding:</b> base64
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— procedures.pdf —

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<b>procedures.pdf</b>	<b>Content-Type:</b> application/pdf <b>Content-Encoding:</b> base64
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# WESTERN EXTERMINATOR COMPANY



## OCCUPANT'S FUMIGATION NOTICE AND PESTICIDE DISCLOSURE

JOB ADDRESS 11301 Acacia Pkwy CITY Garden Grove  
 Single Family Dwelling  Multi-Family Dwelling  Other Juvenile Justice Center  
 Owner/Agent Bill Pickrell  
 Telephone No. \_\_\_\_\_ Emergency No. 714-321-3566  
 Occupant \_\_\_\_\_  
 Telephone No. \_\_\_\_\_ Emergency No. \_\_\_\_\_  
 Prime Contractor WESTERN EXTERMINATOR COMPANY Emergency No. 1-800-WEST-EXT/1-800-937-8398  
(After Hours Non-Service Emergency Number 1-714-543-0559)  
 Fumigation Contractor Your way Emergency No. (714) 325-3814  
 Target Pest(s):  Drywood Termites  Beetles  Bed Bugs  Other \_\_\_\_\_  
 Fumigants proposed to be used:  Sulfuryl Fluoride: Master Fume™  Sulfuryl Fluoride: Vikane™  
 Other(s) \_\_\_\_\_

Are you aware of any conduits, pipes, common drains, air ducts, central vacuum systems or any other construction elements that would allow the passage of a fumigant from the structure to be fumigated to any other adjacent or adjoining structure? YES ( ) NO

**CHLOROPICRIN WILL BE USED AS WARNING AGENT WITH EITHER FUMIGANT**

Dates of fumigation: 4/4/16 - 4/6/16 Date changes/Alternative date: \_\_\_\_\_  
 Initials ✓

**IMPORTANT - READ CAREFULLY**

THIS BUILDING WILL BE FUMIGATED WITH LETHAL GASES ON THE DATE(S) INDICATED ABOVE. ALL PERSONS AND ANIMALS MUST VACATE THE PREMISES ON OR BEFORE ARRIVAL OF THE FUMIGATION CREW.  
 UNDER NO CIRCUMSTANCES CAN ANYONE ENTER THE BUILDING UNTIL THE FUMIGATION COMPANY'S NOTICE IS POSTED GIVING THE TIME AND DATE FOR SAFE RE-ENTRY.  
 Western Exterminator Company has always strived to present its customers with the most efficient and effective methods of controlling unwanted pests. We constantly provide our employees with the latest in on-going technical education so they can offer our customers the best possible service results, and so that we apply pesticides in the most prudent manner for our customers and ourselves. In accordance with our sense of responsibility for the protection of our customers and employees, we ask that you read the following:  
 \*State law requires that you be given the following information: CAUTION-PESTICIDES ARE TOXIC CHEMICALS. Structural pest control companies are registered and regulated by the Structural Pest Control Board, and apply pesticides which are registered and approved for use by the California Department of Pesticide Regulation and the United States Environmental Protection Agency. Registration is granted when the State finds that based on existing scientific evidence there are no appreciable risks if proper use conditions are followed or that the risks are outweighed by the benefits. The degree of risk depends upon the degree of exposure, so exposure should be minimized.  
 If within 24 hours you experience symptoms of dizziness, headache, nausea, reduced awareness, slowed movement, garbled speech or difficulty in breathing, leave the structure immediately and seek medical attention by contacting your physician or Poison Control Center (1-800-876-4766) and notify your pest control company. The warning agent, chloropicrin, can cause symptoms of tearing, respiratory distress and vomiting. Entry into the space during fumigation can be fatal.  
 For further information, contact any of the following: Western Exterminator Company (1-800-WEST-EXT or 1-800-937-8398; After-Hours Non-Service Emergency Number 1-714-543-0559); for Health Questions - the County Health Department (telephone number listed on reverse side); for Application information - the County Agricultural Commissioner (telephone number listed on reverse side); and for Regulatory information - the Structural Pest Control Board (1-800-737-8188, 2005 Evergreen Street, Suite 1500, Sacramento, CA 95815).

FOR HEALTH QUESTIONS:

COUNTY HEALTH DEPARTMENT	COUNTY AGRICULTURAL COMMISSIONER	POISON CONTROL CENTER	STRUCTURAL PEST CONTROL BOARD
PHONE # <i>Please See Reverse Side</i>	PHONE # <i>Please See Reverse Side</i>	PHONE # 1-800-876-4766	PHONE # 1-800-737-8188

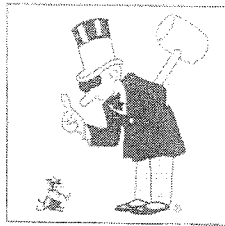
I hereby acknowledge receipt of a copy of this document as well as a list that includes the instructions for the necessary preparations for the fumigation, procedures for leaving the structure, and the following documents:

OCCUPANT'S FUMIGATION INSTRUCTIONS (including paragraphs (11) re: adjacent property, (12) re: disclaimers for possible damage and, (15) re: tenant notification)	customer initials
PRE-FUMIGATION PROCEDURES	<input checked="" type="checkbox"/>
SULFURYL FLUORIDE (Master Fume™ or Vikane™) FACT SHEET	<input checked="" type="checkbox"/>
WE SUGGEST THAT YOU NOTIFY NEARBY NEIGHBORS OF THE DATE OF FUMIGATION AND TO KEEP PETS AWAY DURING THE FUMIGATION. CLOSE OFF ANY OPEN ACCESS TO THE SUBAREA TO PREVENT PETS FROM ENTERING.	<input checked="" type="checkbox"/>
CARE AND CONCERN FOR YOU AND YOUR PROPERTY - WHICH WAS REVIEWED AND DISCUSSED WITH THE INSPECTOR	<input checked="" type="checkbox"/>

Owner/Agent's (Signature) ✓ Date \_\_\_\_\_  
(Title)  
 Occupant(s) (Signature) \_\_\_\_\_ Date \_\_\_\_\_  
 Neighbor(s) (Signature if necessary) \_\_\_\_\_ Date \_\_\_\_\_

# WESTERN EXTERMINATOR COMPANY

Family Pride In Excellence Since 1921  
COMPLETE TERMITE AND PEST CONTROL



# PLANTS & FOLIAGE

## Waiver Claim Release

### FOR DAMAGE CAUSED TO PLANTS OR FOLIAGE

I (we) have been expressly informed by Western Exterminator Company that some damage to plants or foliage may occur during the course of work. With full knowledge thereof, I (we) hold harmless Western Exterminator Company and/or its agents from the entire risk of damage during the course of work.



Job Address: 11301 Acacia Pkwy  
Garden Grove CA 92840

Owner/Owner's Agent: ✓ \_\_\_\_\_  
Please Print

Owner/Owner's Agent: ✓ \_\_\_\_\_  
Signature Date

Report#: \_\_\_\_\_

**1-800-WEST-EXT**  
(1-800-937-8398)

The *Final Word*  
in Pest Control!®



[www.WesternExterminator.com](http://www.WesternExterminator.com)

# FACT SHEET



Drexel

## Master Fume® Specialty Gas Fumigant

This fact sheet for Master Fume (Sulfuryl fluoride fumigant) is intended to provide basic information about this product and how it is used. If you have specific questions about your fumigation, refer to documents provided by the fumigator or call the fumigator listed on the warning signs posted on your structure. If you have questions about Master Fume gas fumigant (the fumigant used) or the procedures described, call Drexel Chemical Company at (901)774-4370 or e-mail [info@drexchem.com](mailto:info@drexchem.com), attention Ben Johnson, Product Manager, Robert Fields, Program Manager (East Coast) or Ed Hernandez (West Coast).

### WHY FUMIGATE

Houses, apartments, and other dwellings or structures can be seriously damaged by insect pests that feed or tunnel into the wood. More than 5 million homes each year are damaged by termites or other wood destroying insects. Depending on the extent or location of the infestation, fumigation is the only total control method proven to eliminate certain infestations of wood destroying insects or some species of general household pest.

### HOW TO FUMIGATE

Because Master Fume is a gas, the structure to be fumigated is completely sealed prior to fumigation to contain the gas so it can penetrate wood thoroughly and eliminate the pests. Depending on the construction of the building, doors and windows may be sealed with tape or tape and a plastic sheet. The most used method is to cover the structure with tarps designed for fumigation and seal them to the ground. The building will remain sealed for 2 to 72 hours, with 18 to 24 hours being a typical exposure period depending on the specifics of the job. Warning signs are posted around the building to notify people to keep out.

Once the CAP (California Aeration Plan) process is complete the fumigator will use equipment designed to determine if any fumigant remains in the structure or that it is below 1ppm, the approved EPA concentration level for safe reentry. Safe reentry notices will be placed on the structure with the time and date safe reentry was determined. Structures can be occupied only when the EPA approved concentration is 1 part per million (ppm) or below. Aeration is rapid since Master Fume is a true gas. Recent studies have shown that in most structures, levels are less than 1 ppm within 6 hours of clearing and have no detectable levels of sulfuryl fluoride gas fumigant within 24 hours after the start of aeration.

Sulfuryl fluoride is a colorless, odorless gas, so a warning agent like Chloropicrin is added to cause watery eyes and a scratchy throat. If you experience these symptoms in a structure that has been recently fumigated, you should leave immediately and call the pest control company to have your building retested.

### SULFURYL FLUORIDE (POTENTIAL HEALTH RISKS FROM OVEREXPOSURE)

Sulfuryl fluoride is a gas and can potentially enter your body only through inhalation. It does not stay on dry surfaces, thus, there is no exposure from touching treated surfaces.

**Nervous system and respiratory irritation:** Overexposure to high levels of sulfuryl fluoride can result in nose and throat irritation and nausea. At high concentrations (such as those used during the fumigation) it can cause excess fluid in the lungs, sleepiness, pneumonia, and convulsions. These symptoms would be expected to appear within 8 hours after such an exposure. In the unlikely event you experience these symptoms in the building that has been recently fumigated, you should leave immediately. Consult your physician and call the pest control company to have your building retested.

**Additional studies:** Sulfuryl fluoride has not been shown to cause birth defects in pregnant animals exposed under experimental conditions. In addition, current studies have demonstrated there are no mutagenic or genotoxic effects caused by exposure to sulfuryl fluoride.

### Safety Precautions and Homeowner Preparation

- Discuss the treatment program in advance with your pest control company so you fully understand what will be done and what you need to do
- Carefully follow the instructions you are given about what items you are to remove from your building
- Stay out of the treated building until it is cleared for reentry
- If you are interested or concerned, you should ask your pest control company to show the records of how your building was aerated before it was cleared to reentry
- You may wish to increase ventilation by opening doors and windows

If you have specific questions about your fumigation, refer to documents provided by the fumigator or call the fumigator listed on the warning signs posted on your structure. Call Drexel Chemical Company at (901)774-4370 if you need additional information or have questions concerning the product.

These materials have been created for Master Fume specialty gas fumigant and no other structural fumigant. The information contained in these materials is based on the product label and instructions for use for Master Fume and are not intended for use with other structural fumigants. These materials may not be reproduced or copied without permission of Drexel Chemical Company.



Manufactured By:  
**Drexel Chemical Company**  
P.O. BOX 13327, MEMPHIS, TN 38113-0327

**SINCE 1972**



Western Exterminator Company has always strived to provide its customers with the most efficient & safest *methods* of pest control in the industry. To assure each of our customers of the best & safest pest control *service* possible, our employees are in a constant, on-going educational program that keeps them at a cutting edge level of performance. In keeping with our sense of responsibility for the safety of both customers & employees, we ask you to please read the following:

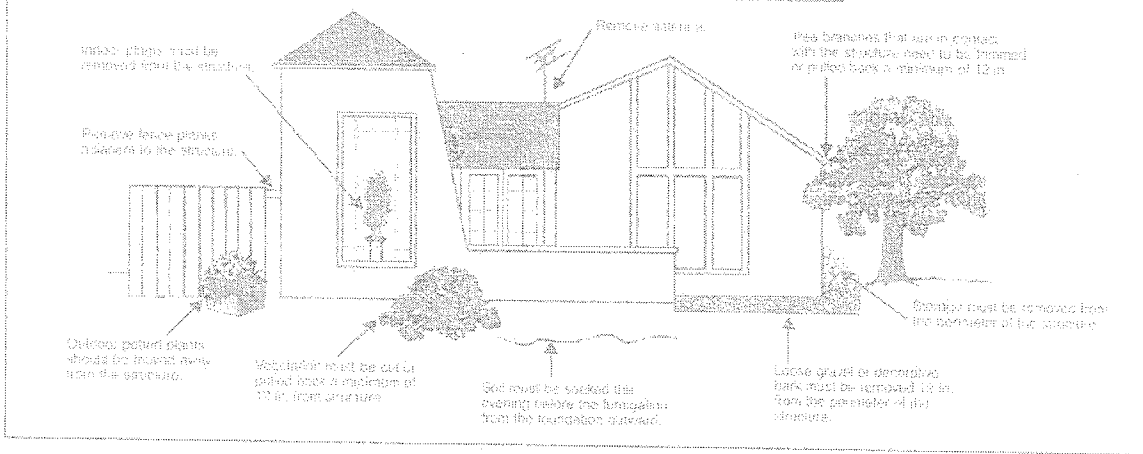
IT IS THE RESPONSIBILITY OF THE OWNER OR THEIR DESIGNATED AGENT TO NOTIFY ALL BUILDING OCCUPANTS OF THE FUMIGATION DATES, PRECAUTIONS, AND PREPARATION PROCEDURES. IN ACCORDANCE WITH FUMIGANT LABEL DIRECTIONS AND FEDERAL AND STATE LAWS, SOME ITEMS MUST BE REMOVED FROM THE FUMIGATION SITE AND ADDITIONAL PREPARATION PROCEDURES MUST BE MADE PRIOR TO THE COMMENCEMENT OF FUMIGATION. THE ABOVE PROPERTY WILL BE FUMIGATED WITH LETHAL FUMIGANTS ON THE DATES LISTED. ABSOLUTELY NO ONE IS TO ENTER ANY BUILDINGS DURING THE FUMIGATION AND AERATION PROCESS UNTIL THE BUILDING IS CERTIFIED FOR RE-OCCUPANCY BY THE LICENSED FUMIGATOR. UPON CERTIFICATION, THE BUILDING WILL BE SAFE FOR RE-OCCUPANCY, WITH NO FUMIGANT RESIDUES LEFT BEHIND.

1. The property owner or their designated agent is responsible to remove all of the following items prior to the fumigation:
  - Persons, pets (including fish and birds) and plants (including seeds and bulbs). Place indoor plants in a protected environment well away from the fumigation area.
  - Mattresses in waterproof covers (or remove covers)
2. Food (including candy and chewing gum), feed, drugs, and medicinals (including those items in refrigerators and freezers) not in plastic, glass, or metal bottles, cans or jars with the original manufacturer's air-tight seal intact must be removed from the fumigation site or double bagged in Nylofume bags provided by Western Exterminator Company. Specific bagging instructions can be found in the final page of this document. Use of bags other than those provided by Western Exterminator Company is not acceptable. Refrigerated and frozen items may be sealed in bags and returned to cold storage during the fumigation. Only those items in factory sealed, unopened metal cans and glass containers may go unbagged. Please let your Company Representative know how many bags you will need.
3. Utility gas will be shut off during the fumigation. Defrosting will occur if gas refrigeration is used. Your Company Representative will discuss details of this procedure with you. In some areas, utility companies will shut off and re-light the gas appliances. Unless otherwise requested, utility gas will be left off if the structure is vacant and unoccupied. It is the responsibility of the Homeowner to make arrangements with the local gas company to re-establish gas service.
4. Switch off any lighting systems attached to the building exterior, electric organs, heaters, and other electrical heat sources prior to the job. If you have exterior lights on motion or light sensing switches, you must manually turn off power to those lights or remove the bulbs (such lights can cause fires under tarps). Electricity must be turned on or available during the entire fumigation/aeration process.
5. Prior to the fumigation, the building owner must:
  - Cut all trees, bushes, ivy and other plants back a minimum of one foot from the building perimeter.
  - Rake or remove all decorative bark and gravel a minimum of one foot from the building foundation.
  - Remove all plants from under patio covers and attached decks and place in a protected environment well away from the fumigation area.
  - Remove all television and radio antennas mounted to the structure.
  - Using a hose, saturate the soil with water for a width of three feet from the building foundation, around the complete perimeter of the structure.
6. To prevent unnecessary job cancellations, Western Exterminator Company will perform minor preparation procedures at an additional charge of \$100 per man-hour. Excessive lack of preparation will result in job cancellation and re-scheduling with an additional fee.
7. Fumigations cannot begin during inclement weather. In case of strong winds or rain, the job may need to be postponed to a later date.
8. Please be prepared to vacate the premises when the fumigation crew arrives. Read, sign, and date all related fumigation documents ahead of time. As required by law, our personnel will need complete access to all parts of the building(s) to be fumigated during the entire fumigation and aeration process. Make arrangements with your Company Representative to leave keys for the building and all other locked areas (including locked garaged vehicles) with the fumigation crew for the duration of the job. If more convenient, arrange to leave keys and signed paperwork in a designated location for the fumigation crew when they arrive. Alarm systems may be rendered dysfunctional during the fumigation process. If able to be used, please notify the alarm company (if any) of the pending fumigation, and the fumigation crew of proper alarm protocol.
9. Never enter any building during the fumigation and aeration process. Our crews fumigate several structures in various locations each day. Therefore, scheduled times for a fumigation can be approximate times only. Routinely, the duration of a fumigation will be 3 days and 2 nights. Your Company Representative will discuss the specific times and duration of your job with you. Once completed, the fumigation licensee will post re-entry notices in plainly visible locations on the building stating that it is now safe for re-occupancy.
10. Dishes and utensils can be used without washing following the fumigation.
11. Should the fumigation process require access on the neighboring properties, any pets or other animals present must be secured away from the fumigation area during the fumigation and aeration process. Plants growing on or near the fumigation site may be damaged. Western Exterminator Company will assume no responsibility for plant or other damage resulting from fumigation work performed on neighboring properties. The building owner is responsible to inform any affected neighbors of the pending fumigation dates and of all preparation and precautions to be taken. Signatures acknowledging this are needed from affected neighbors prior to the fumigation.
12. The fumigation process requires that work crews walk on the roof. Many roofs are brittle and suffer some damage when walked on. The company will not be responsible for damage resulting from walking or working on the roof, or for any damage to any of the following items, any roofing surface, radio and television antennas; plants which are clinging or very close to the structure; awnings; gutters; patio covers; solar heating panels; plumbing fixtures; or any other items on, or connected to, the roof, including the chimney. We cannot assume responsibility for paint damage during the course of our work if masking tape is to be used. Indoor plants which must be removed from the premises during the course of the fumigation will not be the responsibility of the fumigator.
13. The company requests that all valuables such as jewelry, coins, collections, cash, art objects and other items of value be removed prior to fumigation. The company does not provide on-site security and does not assume any responsibility for the care and custody of the property in the event of vandalism or breaking and entering. We recommend you consider hiring on-site security during the fumigation process if you are concerned or have valuables that cannot be removed.
14. Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration in accordance with the construction industry arbitration rules of the American Arbitration Association, and judgement upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.
15. THE OWNER, MANAGER OR DESIGNATED AGENT OF THE BUILDING MUST NOTIFY ALL BUILDING OCCUPANTS OF THE FUMIGATION DATES, PRECAUTIONS, AND PREPARATION PROCEDURES, AND PROVIDE AN OCCUPANT OF EACH UNIT A COPY OF: (1.) THE STRUCTURAL FUMIGANT FACT SHEET; (2.) OCCUPANT'S FUMIGATION NOTICE AND PESTICIDE DISCLOSURE; (3.) OCCUPANT'S FUMIGATION INSTRUCTIONS
16. For Bed Bug Elimination: Do not bring any items back into the structure, including luggage, clothing, toys, or other personal property or belongings that may be infected with Bed Bugs.

**1-800-WEST-EXT**  
(1-800-937-8398)The *Final Word*  
in Pest Control!™[www.WesternExterminator.com](http://www.WesternExterminator.com)



### EXTERIOR PREPARATION INSTRUCTIONS



### FOOD ITEMS THAT MUST BE DOUBLE-BAGGED OR REMOVED

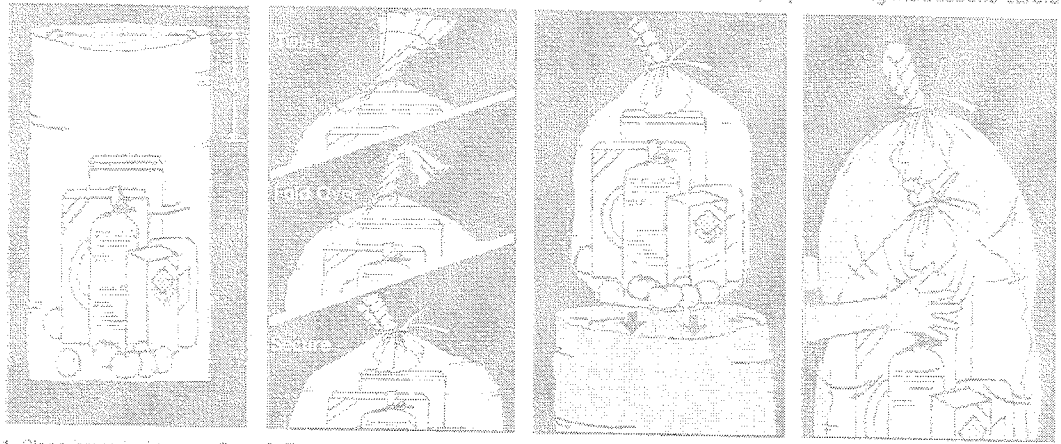
- Pretzels and other food packaged in plastic bags.
  - Animal feed.
  - Opened cork or opened screw top bottles.
  - Food packaged in cardboard boxes, like cereal.
  - Spices without original manufacturer's airtight seal intact.
  - Eggs.
  - Aspirin and other similar ingestible medicines.
  - Cottage cheese and any resealable containers, like Tupperware.
  - Fresh fruits and vegetables.
- NOTE:** Ice cubes should be discarded before the fumigation and the icemaker turned off.

### ITEMS THAT CAN REMAIN UNBAGGED

- Glass or un-opened plastic bottles and metal cans with manufacturer's airtight seal intact can remain unbagged. Shake to confirm an airtight seal is still intact.
  - Canned products like soup may remain unbagged because unopened metal cans provide an airtight seal.
- When in doubt, double bag or take it out. If there's any question as to the seal on an item, the best approach is to double bag it or remove it from the structure.

### DOUBLE-BAGGING INSTRUCTIONS

With the specialized bags provided by your Western WDO Inspector, please follow these proper sealing instructions carefully:



1. Place items inside bag. Do not overfill. Leave clearance on top for proper closure.
2. Twist, fold over and secure bag using twist tie, tape, rubber band or string.
3. Place bagged item inside second bag and repeat step 2 to seal outer bag, also.
4. Check the seal by pressing series of bag and listening for air leaks. No air should escape.

**IMPORTANT:** Keep these and other such bags out of children's reach!

**THE FUMIGANT IS A RAPIDLY DISSIPATING GAS WHICH REQUIRES NO SURFACE CLEANUP.**

1-800-WEST-EXT  
(1-800-837-8398)

The *Final Word*  
in Pest Control!



www.WesternExterminator.com

**Subject:** Video

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 3 Mar 2016 08:27:12 -0800 (PST)

**To:** Robert Bogue <robertb@ci.garden-grove.ca.us>

<https://www.youtube.com/watch?v=OLMBGzLsDUc>

**Subject:** Re: OC Training Managers Association  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Thu, 3 Mar 2016 09:50:34 -0800 (PST)  
**To:** "Nicole A. Varner" <Nicole.Varner@da.ocgov.com>

sure 😊

Thanks for adding me!!!

Jim Colegrove

----- Original Message -----

**From:** "Nicole A. Varner" <Nicole.Varner@da.ocgov.com>  
**To:** "Robert Bogue" <robertb@ci.garden-grove.ca.us>  
**Cc:** [jamesc@ggpd.org](mailto:jamesc@ggpd.org)  
**Sent:** Thursday, March 3, 2016 9:38:37 AM  
**Subject:** RE: OC Training Managers Association

Thank you!

Does James Colegrove have a phone number I can put down please?  
I appreciate your help!  
Nicole

**From:** Robert Bogue [<mailto:robertb@ci.garden-grove.ca.us>]  
**Sent:** Wednesday, March 02, 2016 3:10 PM  
**To:** Varner, Nicole A.  
**Cc:** Mike Johnson; James Colegrove  
**Subject:** Fwd: OC Training Managers Association

Nicole-

Would you please remove jeffn, atintle, and mikej from your roster.

You can put me down, [robertb@ggpd.org](mailto:robertb@ggpd.org) and [jamesc@ggpd.org](mailto:jamesc@ggpd.org) (James Colegrove) as the points of contact.

Thanks.

Bob Bogue, Lieutenant  
Professional Standards / PIO  
Garden Grove Police Department  
[robertb@ggpd.org](mailto:robertb@ggpd.org)  
Desk 714-741-5786

W/C 714-741-5871

24hr 714-741-5704

Image removed by sender.

----- Original Message -----

From: "Mike Johnson" <[mikej@ci.garden-grove.ca.us](mailto:mikej@ci.garden-grove.ca.us)>  
To: [robertb@ci.garden-grove.ca.us](mailto:robertb@ci.garden-grove.ca.us)  
Sent: Monday, February 29, 2016 3:51:06 PM  
Subject: Fwd: OC Training Managers Association

Do you want to make the changes?

Mike

Sent from my iPhone

Begin forwarded message:

From: "Varner, Nicole A." <[Nicole.Varner@da.ocgov.com](mailto:Nicole.Varner@da.ocgov.com)>  
Date: February 29, 2016 at 3:07:40 PM PST  
To: " [jeffn@ggpd.org](mailto:jeffn@ggpd.org) " <[jeffn@ggpd.org](mailto:jeffn@ggpd.org)>, " [atintle@ci.garden-grove.ca.us](mailto:atintle@ci.garden-grove.ca.us) " <[atintle@ci.garden-grove.ca.us](mailto:atintle@ci.garden-grove.ca.us)>, " [mikej@ci.garden-grove.ca.us](mailto:mikej@ci.garden-grove.ca.us) " <[mikej@ci.garden-grove.ca.us](mailto:mikej@ci.garden-grove.ca.us)>  
Subject: OC Training Managers Association

Hello,

My name is Nicole and I am a DA in the Training Unit. I am trying to update our list of all of the training managers in your department.

Could you please let me know who those individuals are, their email addresses and phone numbers?

I would greatly appreciate it!  
Thank you!

Nicole

Nicole Varner

Deputy District Attorney



Appellate and Training Unit

P: 714-347-8722

small seal for email

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

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**Subject:** PSD Goals

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 3 Mar 2016 12:51:38 -0800 (PST)

**To:** Carole Kanegae <carolek@ci.garden-grove.ca.us>, Robert Bogue <robertb@ci.garden-grove.ca.us>

Lieutenant Bogue ~ I found these PSD goals on Sergeant Martin's desk; not too sure if you have seen them and I presume Mike Martin prepared the document. Can you review them and if approved by you, I will get them posted on the "P" drive

Carole ~ Can you take the attached PDF and convert to word document in case I have to edit it; actually I see some typos I want to fix.

Thanks!!!!

201603031251.pdf	<b>Content-Type:</b> application/pdf
	<b>Content-Encoding:</b> base64

## Professional Standards Division Goals 2016

### Employee Development

Department-wide leadership training available to all employees on their own time. The goal will be to conduct the training twice during 2016 utilizing outside speakers.

Conduct in-service training on perishable skills/customer service for all employees on-duty using paybacks/OT

- First Aid
- IED's, San Bernardino Incident de-brief
- Arrest and Control
- Building searches, K-9 usage, Felony car stops
- Mental illness and force options utilizing the range staff
- Mobil field Force

In addition we will send out training notices, classes, etc. that come through the office:

- UASAI training opportunities'
- CPOA training
- Etc.

The sergeant cars are equipped with breaching equipment, however there has been no formal training on how to use it. We will work with Randy Tucker to design a breachable door and security door attached to the SWAT conex box. Have SWAT breachers give training during briefings, which will include lecture and hands on training.

### FTO Program

- Conduct two meetings with all FTOs Feb 2016 and Oct 2016
- Address FTO issues with sergeants prior to or after sergeant meeting.
- Cover issues with FTOs/Sergeants completing evals in new system
- Cover DOR/weekly recap remarks requirements/guidelines

### New Hires

- Concerted efforts to recruit new hire candidates for all positions.
- Focus on colleges with Criminal Justice programs.
- Visit schools to distribute information on cadet positions.
- Visit local police academies and scout for independent recruits.
- Connect with Explorer Post regarding potential cadet candidates
- Send two more officers/detectives to Background Investigation School to help with the workload

### **Reserve Officers**

- Increase reserve officer staffing through recruitment to self-sponsored candidates nearing graduation
- continue to review and revise as necessary the Reserve Officer General Orders to include pay grades relating to levels of Reserve Officers
- Complete this goal during 2016.

### **Social media**

Social media accounts (Facebook, Twitter, Instagram, Etc.) were created to promote our recruitments during 2015. This year's goal is to continue utilizing social media keeping the information current and up-dated as needed.

**Subject:** Re: PSD Goals

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 3 Mar 2016 15:10:38 -0800 (PST)

**To:** Carole Kanegae <carolek@ci.garden-grove.ca.us>

yeah that was my thought too 😊

----- Original Message -----

From: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Thursday, March 3, 2016 2:41:42 PM

Subject: Re: PSD Goals

This is what it converted to.  
And for the record, no way Martin typed that.  
Those bullet points etc., no way!

Carole Kanegae

Office of the Chief of Police

Garden Grove Police Department

Ph: 714-741-5901

Fx: 714-741-5902

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>, "Robert Bogue" <robertb@ci.garden-grove.ca.us>

Sent: Thursday, March 3, 2016 12:51:38 PM

Subject: PSD Goals

Lieutenant Bogue ~ I found these PSD goals on Sergeant Martin's desk; not too sure if you have seen them and I presume Mike Martin prepared the document. Can you review them and if approved by you, I will get them posted on the "P" drive

Carole ~ Can you take the attached PDF and convert to word document in case I have to edit it; actually I see some typos I want to fix.

Thanks!!!!

**Subject:** downstairs Male Locker Room Shower

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 3 Mar 2016 15:52:20 -0800 (PST)

**To:** Police Department <police.all@ci.garden-grove.ca.us>

All Male Sworn Personnel:

The downstairs male locker-room shower has been re-tiled in selected areas that needed repair. The thin-set is curing (drying), so please do not use the male locker-room shower until Public Works gives a go-ahead to do so. It is scheduled to be grouted tomorrow. There is a working shower in the upstairs male locker-room.

thanks,

Jim Colegrove

**Subject:** Re: Garden Grove FTO Manual Approval Letter  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Thu, 3 Mar 2016 16:17:59 -0800 (PST)  
**To:** "Phil@POST Caporale" <Philip.Caporale@post.ca.gov>

Dear Phil,

Thank you for taking your time this afternoon by explaining the FTO book approval process to me via telephone. Our conversation has certainly removed a lot of unknowns, and a little anxiety, over the approval process. The Garden Grove Police Department will definitely have a rough draft of the updated FTO book to you by the deadline.

Again, thanks for your help on this matter.

Sincerely,

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: "Phil@POST Caporale" <Philip.Caporale@post.ca.gov>  
To: [jamesc@ci.garden-grove.ca.us](mailto:jamesc@ci.garden-grove.ca.us)  
Cc: "Paula@POST Mendenhall" <Paula.Mendenhall@post.ca.gov>  
Sent: Thursday, March 3, 2016 1:50:06 PM  
Subject: Garden Grove FTO Manual Approval Letter


In conducting an audit of FTP manuals from all POST agencies, I did not locate an approval letter from POST of your field training program, or any reply to the e-mail notification sent to your agency in December 2015. This could compromise your defensibility in court for your staff's field training. I would request you submit a rough draft of your FTP manual no later than September 1 st , 2016 for our review. I am available to assist you with your efforts to achieve standardized, vetted field training.

Sincerely,

Phil

Phil Caporale, Senior Consultant  
Basic Training Bureau  
Commission on POST  
860 Stillwater Road, Suite 100  
West Sacramento, CA 95605-1630  
Office (916) 227-3915

Cell (916) 215-4494

 FAX (916) 227-6932

[pcaporale@post.ca.gov](mailto:pcaporale@post.ca.gov)





Re: downstairs Male Locker Room Shower

**Subject:** Re: downstairs Male Locker Room Shower  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Thu, 3 Mar 2016 16:34:55 -0800 (PST)  
**To:** Tom DaRe <tomd@ci.garden-grove.ca.us>

that's hilarious...!

----- Original Message -----

From: "Tom DaRe" <tomd@ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Thursday, March 3, 2016 4:30:32 PM  
Subject: Re: downstairs Male Locker Room Shower

Tell them not to mind the camera that feeds into Martin's office

Sent from my iPhone

On Mar 3, 2016, at 3:52 PM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

All Male Sworn Personnel:

The downstairs male locker-room shower has been re-tiled in selected areas that needed repair. The thin-set is curing (drying), so please do not use the male locker-room shower until Public Works gives a go-ahead to do so. It is scheduled to be grouted tomorrow. There is a working shower in the upstairs male locker-room.

thanks,

Jim Colegrove

**Subject:** Latest Recruit Assignments

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 3 Mar 2016 19:06:32 -0800 (PST)

**To:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Robert Bogue <robertb@ci.garden-grove.ca.us>, Nick Jensen <nickj@ci.garden-grove.ca.us>, Ben Stauffer <stauffer@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>, Craig McIver <craigm@ci.garden-grove.ca.us>, Ted Peaslee <tedp@ci.garden-grove.ca.us>

**CC:** Randy Tucker <randyt@ci.garden-grove.ca.us>, Jack Stepanovich <jacks@ci.garden-grove.ca.us>, Patrick Thrasher <patrickt@ci.garden-grove.ca.us>

**BCC:** John Keely <johnk@ci.garden-grove.ca.us>

Gentlemen:

I am trying to catch up on some recruit assignments from the Personnel & Training Sergeant's Office. Please review the attached schedule and if you think any changes need to be made or if it seems a tad behind schedule, then I am certainly open to constructive criticism.

Jim

<b>Latest Recruit Assignments.pdf</b>	<b>Content-Type:</b> application/pdf
	<b>Content-Encoding:</b> base64

GARDEN GROVE POLICE DEPARTMENT  
INTRA-DEPARTMENTAL MEMORANDUM

DATE: JULY 9, 1981

FROM: R. L. TUCKER, SERGEANT TO: ALL PERSONNEL

SUBJECT: RECRUIT ASSIGNMENTS: EFFECTIVE JULY 18, 1981

New Team assignments for the new officers will be effective on Saturday, July 18, 1981, as follows:

TEAM I

<u>SHIFT</u>	<u>OFFICER</u>	<u>FTO</u>	<u>D/O</u>	<u>SERGEANT</u>
1	Young	Pozarich	SSM	Petersen
3	Witthuhn	Raney	FSS	Conley

TEAM II

<u>SHIFT</u>	<u>OFFICER</u>	<u>FTO</u>	<u>D/O</u>	<u>SERGEANT</u>
1	Kidwell	Jordan	SSM	Abrecht
1	Williams	Hartman	WTF	Fleischer
3	Davis	P. Prince	MTW	Thrasher
4	Bledsoe	Ayers	SMT	Bath

TEAM III

<u>SHIFT</u>	<u>OFFICER</u>	<u>FTO</u>	<u>D/O</u>	<u>SERGEANT</u>
1	Coloroso	Adam	TFS	Dalton
3	Lux	Johnson	FSS	Morrill
3	Arvizu	Bailey	TWT	Morrill
4	Neal	Williamson	SSM	Baker
4	Hittesdorf	B. Prince	TFS	Baker

The effective dates of these shifts and days off are from 7-18-81 through 7-31-81. August 1, 1981 is shift change, and the officers in training will go to the same shift and days off as their training officer.

*Sgt R. L. Tucker*

R. L. Tucker, Sergeant  
F.T.O. Coordinator  
Operational Services Bureau

**Subject:** Fwd: Latest Recruit Assignments

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Thu, 3 Mar 2016 19:10:00 -0800 (PST)

**To:** Scott Watson <scottw@ci.garden-grove.ca.us>

FYI Scott

----- Forwarded Message -----

Gentlemen:

I am trying to catch up on some recruit assignments from the Personnel & Training Sergeant's Office. Please review the attached schedule and if you think any changes need to be made or if it seems a tad behind schedule, then I am certainly open to constructive criticism.

Jim

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**Content-Type:** application/pdf

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TEAM III

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*Sgt R. L. Tucker*

R. L. Tucker, Sergeant  
F.T.O. Coordinator  
Operational Services Bureau

**Subject:** Re: Latest Recruit Assignments  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 4 Mar 2016 10:07:23 -0800 (PST)  
**To:** Scott Watson <scottw@zimbra.ci.garden-grove.ca.us>

I would take 50 of you without background now!!! Would solve are hiring goals for next 5 years!!  
Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----  
From: Scott Watson <scottw@zimbra.ci.garden-grove.ca.us>  
To: James Colegrove <jamesc@ci.garden-grove.ca.us>  
Sent: Fri, 04 Mar 2016 10:01:07 -0800 (PST)  
Subject: Re: Latest Recruit Assignments

I had 10 when I started so for shits and giggles go pull my background. It's like 5 total pages. Easier to fool them back then and for people like me to sneak in. Haha  
Sent from my iPhone

On Mar 4, 2016, at 9:34 AM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Hey Wat,

I was very surprised to see 10 trainees too!! I'm not too sure with what POST mandates now for FTO program that we could even handle 10 field trainees at one time...that's a lot of FTO man-hours/documentation to spread out over patrol ranks..not to even mention scale of having 10 Police officer backgrounds done simultaneously; red tape, political bureaucracy, lack of funding, lack of qualified candidates, and hiring freezes have really stifled hiring over the years. Wat, we on good path now with way things are working in PSD. Nick is doing great work. And having ability to bring laterals over at 3%/50 has been and will continue to be an 'hiring boon' for this department.

I am glad you enjoyed the 1981 FTO roster.

Catch you later...

Jimmy C

----- Original Message -----  
From: "Scott Watson" <scottw@zimbra.ci.garden-grove.ca.us>  
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
Sent: Friday, March 4, 2016 6:55:18 AM  
Subject: Re: Latest Recruit Assignments

10 guys in training at the same time. That's how many I was hired with. Wow. What's happened?

Sent from my iPhone

On Mar 3, 2016, at 7:10 PM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

FYI Scott

----- Forwarded Message -----

Gentlemen:

I am trying to catch up on some recruit assignments from the Personnel & Training Sergeant's Office. Please review the attached schedule and if you think any changes need to be made or if it seems a tad behind schedule, then I am certainly open to constructive criticism.

Jim  
pdf>

Re: UFC fight

**Subject:** Re: UFC fight

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Fri, 4 Mar 2016 13:18:49 -0800 (PST)

**To:** Jeff Hutchins <jeffh@zimbra.ci.garden-grove.ca.us>

DirectTV is out at SRC; The satellite dish was 594'd...fyi

----- Original Message -----

From: "Jeff Hutchins" <jeffh@zimbra.ci.garden-grove.ca.us>

To: "police all" <police.all@ci.garden-grove.ca.us>

Sent: Friday, March 4, 2016 12:51:54 PM

Subject: UFC fight

The SRC will be ordering tomorrow's UFC fight for those members who want to watch it. The preliminary fights start at 5 PM with the main card starting at 7 PM.

Any questions please hit me up.

Jeff Hutchins.



**Subject:** Re: fob keys

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Fri, 4 Mar 2016 13:19:28 -0800 (PST)

**To:** Jessica Medina <jmedina@bgcgg.org>

Hi Jessica, could you visit me in my office now? I have the database up on my computer and I want to go over personnel with you 😊

----- Original Message -----

From: "Jessica Medina" <jmedina@bgcgg.org>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Friday, March 4, 2016 9:42:28 AM

Subject: RE: fob keys

Yes! I am here until about 4:30pm today! 😊

Thank you,  
Jessica

-----Original Message-----

From: James Colegrove [mailto:jamesc@ci.garden-grove.ca.us]

Sent: Friday, March 04, 2016 9:12 AM

To: Jessica Medina

Subject: Re: fob keys

hey Jessica,

i hope you in today cause i start at 1100 hours today and i will make your request my first task 😊

lemme know,

Jim

----- Original Message -----

From: "Jessica Medina" <jmedina@bgcgg.org>

To: jamesc@ci.garden-grove.ca.us

Cc: jamesh@garden-grove.org

Sent: Friday, March 4, 2016 8:43:23 AM

Subject: fob keys

Good Morning Sergeant Colegrove,

I have a new counselor starting this week and I wanted to request a new FOB key for him. His name is Robert Hood-Sanchez . Mayra Iniguez is no longer with BCGG, and returned her FOB Key. Perhaps you can just switch the user name on this one? Please let me know what you think and if you have any questions.

Have a great day!

Thank you!

Best Regards,

Jessica Medina

Director at Family & Youth Outreach Program

Boys & Girls Clubs of Garden Grove

Office (714) 741-5890

Cell (714) 366-4691

Fax (714) 636-0351

GREAT FUTURES START HERE .

[www.bgcgg.org](http://www.bgcgg.org)

This email including any attachments may contain information that is protected by law as privileged and confidential, and is transmitted for the sole use of the intended recipient. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying or retention of this e-mail of the information contained herein is strictly prohibited. If you have received this e-mail in error, please immediately notify the sender by telephone or reply e-mail, and permanently delete this e-mail from your computer system. Thank you.

P Please consider the environment before printing this e-mail or any attachments.

Re: Training at the military base.

**Subject:** Re: Training at the military base.

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Fri, 4 Mar 2016 21:53:14 -0800 (PST)

**To:** Carl Whitney <carlw@ci.garden-grove.ca.us>

Sure ... Will do

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Carl Whitney <carlw@ci.garden-grove.ca.us>

To: James Colegrove <jamesc@ci.garden-grove.ca.us>

Sent: Fri, 04 Mar 2016 20:07:15 -0800 (PST)

Subject: Training at the military base.

Jim,

A staff sergeant with the Army called. He wanted to talk with Martin. He had questions about our upcoming training.

Can you call him at 714-558-9865. I didn't catch his last name because he said it so fast on the message.

Thanks,

Carl

**Subject:** Re: Background handout-March 10th 1030-1100  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Fri, 4 Mar 2016 22:05:33 -0800 (PST)  
**To:** Carl Whitney <carlw@ci.garden-grove.ca.us>

Carl,

He sounds like an great candidate; previous experience and resident of GG too. If Vicky can't do it then I will certainly do it. I will make sure she or I have the appropriate paperwork ready to go on that date/time.

Thanks,  
Jim

----- Original Message -----

From: Carl Whitney <carlw@ci.garden-grove.ca.us>  
To: Victoria Foster <vfoster@ci.garden-grove.ca.us>  
Cc: Nick Jensen <nickj@ci.garden-grove.ca.us>, James Colegrove <jamesc@ci.garden-grove.ca.us>  
Sent: Fri, 04 Mar 2016 19:59:26 -0800 (PST)  
Subject: Background handout-March 10th 1030-1100

Hi Vicky,

I am doing an oral board for a police chaplain on March 10th at 1000 am. Will you be available for a background handout sometime after 1030-1100? The chaplain candidate is Paul Rho. He was an Army chaplain for 8 years and currently is a pastor at a church here in Garden Grove. He lives in our city also.

Thanks,

Carl Whitney

Re: You can use MO Dinh for CPR too

**Subject:** Re: You can use MO Dinh for CPR too  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Sat, 5 Mar 2016 06:46:27 -0800 (PST)  
**To:** Michael Viscomi <mviscomi@ci.garden-grove.ca.us>

Excellent..thanks for getting to info out there..

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Michael Viscomi <mviscomi@ci.garden-grove.ca.us>  
To: Jonathan Wainwright <jonathan@ci.garden-grove.ca.us>, Jeffrey Brown <jeffreyb@ci.garden-grove.ca.us>, John Ojeisekhoba <john@ci.garden-grove.ca.us>, Kory Ferrin <koryf@ci.garden-grove.ca.us>, Pedro Arellano <pedroa@ci.garden-grove.ca.us>, Corey Polopek <coreyp@ci.garden-grove.ca.us>, David Chang <davidc@ci.garden-grove.ca.us>  
Cc: James Colegrove <jamesc@ci.garden-grove.ca.us>, Kevin Dinh <kevind@ci.garden-grove.ca.us>  
Sent: Fri, 04 Mar 2016 22:42:20 -0800 (PST)  
Subject: You can use MO Dinh for CPR too

Gentlemen,

Sgt. Colegrove sent out a email yesterday that had a memo from Lt. Bogue attached to it. We wanted to let you know MO Dinh can also be contacted and be available for to you demonstrate your CPR skills with him. The May 3rd completion date remains.

I also need to have each of you sign a form indicating you received your annual pursuit training. Please go to the Department Intranet and watch the three segment pursuit training. I'll put the form in each of your mailboxes. Please sign it and return to me or my mailbox.

Please contact me with any questions.

Thanks in advance,  
Michael

Re: You can use MO Dinh for CPR too

**Subject:** Re: You can use MO Dinh for CPR too  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Sat, 5 Mar 2016 10:58:04 -0800 (PST)  
**To:** Michael Viscomi <mviscomi@ci.garden-grove.ca.us>

Excellent..thanks for getting to info out there..

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

----- Original Message -----

From: Michael Viscomi <mviscomi@ci.garden-grove.ca.us>  
To: Jonathan Wainwright <jonathan@ci.garden-grove.ca.us>, Jeffrey Brown <jeffreyb@ci.garden-grove.ca.us>, John Ojeisekhoba <john@ci.garden-grove.ca.us>, Kory Ferrin <koryf@ci.garden-grove.ca.us>, Pedro Arellano <pedroa@ci.garden-grove.ca.us>, Corey Polopek <coreyp@ci.garden-grove.ca.us>, David Chang <davidc@ci.garden-grove.ca.us>  
Cc: James Colegrove <jamesc@ci.garden-grove.ca.us>, Kevin Dinh <kevind@ci.garden-grove.ca.us>  
Sent: Fri, 04 Mar 2016 22:42:20 -0800 (PST)  
Subject: You can use MO Dinh for CPR too

Gentlemen,

Sgt. Colegrove sent out a email yesterday that had a memo from Lt. Bogue attached to it. We wanted to let you know MO Dinh can also be contacted and be available for to you demonstrate your CPR skills with him. The May 3rd completion date remains.

I also need to have each of you sign a form indicating you received your annual pursuit training. Please go to the Department Intranet and watch the three segment pursuit training. I'll put the form in each of your mailboxes. Please sign it and return to me or my mailbox.

Please contact me with any questions.

Thanks in advance,  
Michael

**Subject:** Latest Recruit Assignments

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 8 Mar 2016 05:02:58 -0800 (PST)

**To:** "Paul E. Prince, Jr" <golfkrazy@yahoo.com>

Hi Paul!

How are you doing? I have not seen you in a while and hopefully we can do coffee soon. Hey, they got me doing PSD sergeant duties again since that sergeant is out IOD. My first task is recruit assignments, so please see attached to see if I am doing OK on that task. I may be a 'tad' late in getting it out to everybody...

See ya!

Jimmy C

<b>Latest Recruit Assignments.pdf</b>	<b>Content-Type:</b> application/pdf <b>Content-Encoding:</b> base64
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GARDEN GROVE POLICE DEPARTMENT  
INTRA-DEPARTMENTAL MEMORANDUM

DATE: JULY 9, 1981

FROM: R. L. TUCKER, SERGEANT TO: ALL PERSONNEL

SUBJECT: RECRUIT ASSIGNMENTS: EFFECTIVE JULY 18, 1981

New Team assignments for the new officers will be effective on Saturday, July 18, 1981, as follows:

TEAM I

SHIFT	OFFICER	FTO	D/O	SERGEANT
1	Young	Pozarich	SSM	Petersen
3	Witthuhn	Raney	FSS	Conley

TEAM II

SHIFT	OFFICER	FTO	D/O	SERGEANT
1	Kidwell	Jordan	SSM	Abrecht
1	Williams	Hartman	WTF	Fleischer
3	Davis	P. Prince	MTW	Thrasher
4	Bledsoe	Ayers	SMT	Bath

TEAM III

SHIFT	OFFICER	FTO	D/O	SERGEANT
1	Coloroso	Adam	TFS	Dalton
3	Lux	Johnson	FSS	Morrill
3	Arvizu	Bailey	TWT	Morrill
4	Neal	Williamson	SSM	Baker
4	Hittesdorf	B. Prince	TFS	Baker

The effective dates of these shifts and days off are from 7-18-81 through 7-31-81. August 1, 1981 is shift change, and the officers in training will go to the same shift and days off as their training officer.

*Sgt R. L. Tucker*

R. L. Tucker, Sergeant  
F.T.O. Coordinator  
Operational Services Bureau



test

**Subject:** test

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 8 Mar 2016 07:29:36 -0800 (PST)

**To:** James Colegrove <jamesc@ci.garden-grove.ca.us>

test

Jim Colegrove, Sergeant  
Planning and Research Department  
Administrative Services Bureau  
Garden Grove Police Department  
714-741-5414

**Subject:** Re: E-mail System Maintenance  
**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>  
**Date:** Tue, 8 Mar 2016 08:24:51 -0800 (PST)  
**To:** Anand Rao <anandr@ci.garden-grove.ca.us>

nope...still no check boxes...

----- Original Message -----

**From:** "Anand Rao" <anandr@ci.garden-grove.ca.us>  
**To:** "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
**Sent:** Tuesday, March 8, 2016 8:16:05 AM  
**Subject:** Re: E-mail System Maintenance

Log out and log back in - Think I fixed it!

----- Original Message -----

**From:** "James Colegrove" <jamesc@ci.garden-grove.ca.us>  
**To:** "Anand Rao" <anandr@ci.garden-grove.ca.us>  
**Sent:** Tuesday, March 8, 2016 8:15:16 AM  
**Subject:** Re: E-mail System Maintenance

Anand,

With the Zimbra update, I lost ability to place a checkmark before the email and then delete many emails at one time.

Any idea as to how I can get the checkbox before each email back?

Jim

----- Original Message -----

**From:** "Anand Rao" <anandr@ci.garden-grove.ca.us>  
**To:** "Everyone" <everyone@ci.garden-grove.ca.us>  
**Sent:** Monday, March 7, 2016 2:59:16 PM  
**Subject:** E-mail System Maintenance

City Staff:

The email system will be down for maintenance, tomorrow, Tuesday March 8th, from 5:30 am to 7:30 am. Please feel free to contact me if you have any questions or concerns.

Regards,

Anand Rao  
IT Manager  
City of Garden Grove  
714-741-5098  
[anandr@ci.garden-grove.ca.us](mailto:anandr@ci.garden-grove.ca.us)

**Subject:** Re: POST RECORDS CERTIFICATE

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 8 Mar 2016 12:00:44 -0800 (PST)

**To:** Pinky Hingco <pinkyh@ci.garden-grove.ca.us>

thank you!!! 😊

----- Original Message -----

From: "Pinky Hingco" <pinkyh@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, March 8, 2016 11:45:08 AM

Subject: POST RECORDS CERTIFICATE

Here you go!

Thanks,

Pinky C. Hingco  
Police Records Specialist  
Garden Grove Police Department

pinkyh@ci.garden-grove.ca.us

P: 714-741-5719 F: 714-741-5765

Monday-Thursday 0400-1430

----- Forwarded Message -----

From: ricoh80@garden-grove.ca.us

To: "Pink H" <pinkyh@ci.garden-grove.ca.us>

Sent: Tuesday, March 8, 2016 11:36:17 AM

Subject: Message from "RNP372EFC"

This E-mail was sent from "RNP372EFC" (Aficio MP 7001).

Scan Date: 03.08.2016 11:36:17 (-0800)

Queries to: ricoh80@garden-grove.ca.us

**Subject:** Re: SWAT Medic

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 8 Mar 2016 14:01:09 -0800 (PST)

**To:** Ed Leiva <eleiva@ci.garden-grove.ca.us>

right on...will work on it now...thanks Ed

----- Original Message -----

From: "Ed Leiva" <eleiva@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, March 8, 2016 1:50:23 PM

Subject: SWAT Medic

Here's that SWAT medic G.O. that we tried last week.. thanks Jimmy

----- Original Message -----

From: "Jeff Spargur" <jspargur@ci.garden-grove.ca.us>

To: "Ed Leiva" <eleiva@ci.garden-grove.ca.us>

Sent: Tuesday, March 8, 2016 1:43:04 PM

Jeff Spargur

Division Chief, Operations

Garden Grove Fire Department

[jspargur@garden-grove.org](mailto:jspargur@garden-grove.org)

[www.gardengrovefire.org](http://www.gardengrovefire.org)

W.714.741.5614

M.714.552.5844

**Subject:** Flash Bang Instructor Course May 16, 2016

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Tue, 8 Mar 2016 16:10:43 -0800 (PST)

**To:** Otto Escalante <ottoe@ci.garden-grove.ca.us>, Ray Bex <rayb@ci.garden-grove.ca.us>

**CC:** Ed Leiva <eleiva@ci.garden-grove.ca.us>

hey some rare training below...don't know if ya interested in sending somebody...

Thx,

Jimmy C

---

**From:** CATO CA Assn of Tactical Officers <[cato@cox.net](mailto:cato@cox.net)>

**Date:** March 8, 2016 at 11:52:39 PST

**To:** [cboyd@ci.carlsbad.ca.us](mailto:cboyd@ci.carlsbad.ca.us)

**Subject:** Flash Bang Instructor Course May 16, 2016

**Reply-To:** [cato@cox.net](mailto:cato@cox.net)

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CATO Tactical Training

**Flash Bang  
Diversionary Device  
Instructor Certification Course**

May 16, 2016  
0800 - 1800 hrs.  
Carlsbad, CA

Tuition:  
\$250 per student (Includes flash bangs & materials)

**This course is certified by both CATO and Safariland.**

**Receive the most relevant instruction directly from the Flash Bang manufacturer and instructors from the Los Angeles Co Sheriffs and San Diego Police Dept.**

**This 8 hour course provides the student with the knowledge, experience, and training materials to teach other tactical operators the safe, proper, and effective use of flash bang diversionary devices.**

**Training Location:**

Carlsbad Safety Training Center  
5750 Orion St.  
Carlsbad, CA 92010

Registration Deadline: April 8, 2016 or earlier as this course will fill up very fast.

To Register for this course: [Click Here to Register](#)  
or [www.catonews.org](http://www.catonews.org)

**[Course Flyer Here](#)**

**\* This course is expected to fill up very fast,**  
so only on-line registrations with credit card payment will be accepted.

This Course will Fill Up Fast - Don't miss out  
Register On line Now.

## California Association of Tactical Officers

CATO, PO Box 1700, Escondido, CA 92033

SafeUnsubscribe™ [cboyd@ci.carlsbad.ca.us](mailto:cboyd@ci.carlsbad.ca.us)

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Sent by [cato@cox.net](mailto:cato@cox.net) in collaboration with

Try it free today

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Members mailing list  
[Members@sdtma.org](mailto:Members@sdtma.org)  
[http://sdtma.org/mailman/listinfo/members\\_sdtma.org](http://sdtma.org/mailman/listinfo/members_sdtma.org)

ATT00001.txt

Content-Type: text/plain  
Content-Encoding: base64



**Subject:** Re: Latest Recruit Assignments

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 9 Mar 2016 05:55:52 -0800 (PST)

**To:** "Paul E Prince, Jr" <golfkraazy@yahoo.com>

holy crap...did he start his career as a sergeant?????? he's still here as an MRO doing marijuana dispensary enforcement with Steppy.

----- Original Message -----

From: "Paul E Prince, Jr" <golfkraazy@yahoo.com>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, March 8, 2016 1:51:28 PM

Subject: Re: Latest Recruit Assignments

Jim,

Did you notice the moron for whom I worked?

Paul

Sent from my iPhone

On Mar 8, 2016, at 5:02 AM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Hi Paul!

How are you doing? I have not seen you in a while and hopefully we can do coffee soon. Hey, they got me doing PSD sergeant duties again since that sergeant is out IOD. My first task is recruit assignments, so please see attached to see if I am doing OK on that task. I may be a 'tad' late in getting it out to everybody...

See ya!

Jimmy C

<Latest Recruit Assignments.pdf>

**Subject:** Fwd: SWAT Medic

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 9 Mar 2016 06:20:20 -0800 (PST)

**To:** Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Bode ~ FYI... this is a great program with sound footing; however, to codify it in PD General Orders when it pertains only to Fire Department personnel seems out-of-scope.

Jim

----- Forwarded Message -----

Ed,

I have reviewed the proposed amendment to General Order 15.4 for SWAT medic and I have one question. The purposed amendment applies only to Fire Department personnel, so placing such information in the PD's General Order on SWAT seems very out of place and out-of-scope of PD's authority. Does the FD have their own version of General Orders to place this purposed amendment in? If so, then the PD's General Order can cite one quick blurb of "All GGFDT Tactical paramedics must abide by the rules, procedures, and policies set forth in their General Order on TEMS". If the FD does not have such a policy manual, then the proposed amendment is best suited for the SWAT manual.

In closing, the PD has never allowed for General Orders to be inclusive of non-PD personnel.

Let me know how you want to proceed please.

Thanks,

Jim Colegrove

----- Original Message -----

From: "Ed Leiva" <eleiva@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, March 8, 2016 1:50:23 PM

Subject: SWAT Medic

Here's that SWAT medic G.O. that we tried last week.. thanks Jimmy

----- Original Message -----

From: "Jeff Spargur" <jspargur@ci.garden-grove.ca.us>


To: "Ed Leiva" <eleiva@ci.garden-grove.ca.us>

Sent: Tuesday, March 8, 2016 1:43:04 PM

Jeff Spargur

Division Chief, Operations

Garden Grove Fire Department



[ispargur@garden-grove.org](mailto:ispargur@garden-grove.org)

[www.gardengrovesfire.org](http://www.gardengrovesfire.org)

W. 714.741.5614

M. 714.552.5844

**Subject:** Fwd: Test

**From:** James Colegrove <jamesc@ci.garden-grove.ca.us>

**Date:** Wed, 9 Mar 2016 06:43:40 -0800 (PST)

**To:** Robert Bogue <robertb@ci.garden-grove.ca.us>

----- Original message-----From: Sterett, Randall T Date: Tue, Mar 8, 2016 11:07 AMTo: Orlonzo Reyes;Subject:RE: Test

Orlonzo,

There are no classrooms available at Katella for 4 of the 6 days of training.

I need you to call me ASAP so we can work this out.

714-412-5732

Thanks,

Randy

From: Sterett, Randall T  
Sent: Tuesday, March 08, 2016 8:33 AM  
To: 'Orlonzo Reyes'  
Subject: RE: Test

Orlonzo,

How many students do you expect for each of the 6 classes?

I am still working on the classrooms.

Thanks,

Randy

From: Orlonzo Reyes [<mailto:orlonzor@ci.garden-grove.ca.us>]  
Sent: Monday, March 07, 2016 10:46 AM  
To: Sterett, Randall T  
Subject: Re: Test

Got it..thx

Sent from my Verizon 4G LTE Smartphone

----- Original message-----

From: Sterett, Randall T  
Date: Mon, Mar 7, 2016 10:45 AM  
To: [orlonzor@garden-grove.org](mailto:orlonzor@garden-grove.org)<<mailto:orlonzor@garden-grove.org>>;  
Subject:Test