Administration of Justice Advisory Board meeting minutes April 26, 2023

Members attending:

Mitch Loman – Retired Sgt., Los Angeles County Sheriff’s Department

Chaiyant Chanchang- Foreign language Supervisor, Federal Bureau of Investigation (Retired)

Brandie Richard-Supervising Agent in Charge, State of California Alcoholic Beverage Control

Lorenzo Scaggs-Deputy Sheriff, Los Angeles County Sheriff’s Department

Emilio Rivas-Administrator San Fernando High School

Bernadette Reyes-Counselor San Fernando High School

Chris Zine-Police Captain LAPD

Najah Hasan-Forensic Specialist Santa Monica Police Department

Marla Uliana-Dean Los Angeles Mission College

Meeting was called to order at 1:00pm.

Kelly advised the group on the status of the program including enrollment, degrees awarded, and student learning outcomes. The AJ discipline adopted a previous recommendation from the board to include more guest speakers for AJ classes.

Kelly advised the members our certificates in Crime Scene Technology and Basic Police Academy Preparation were being changed from a Certificate of Accomplishment to a Certificate of Achievement, so students could have it listed in their transcripts. The members indicated both were still valuable in preparing students to enter the fields and agreed they should be changed.

The board recommended the AJ discipline partner with outside agencies to offer internships. Brandie indicated they can still use our students as part of the decoy program with the California State Bureau of Alcohol Beverage Control. Brandie said they could also have some of their agents visit AJ classes as guest speakers. Kelly will follow up with Brandie.

Lorenzo indicated they are seeing many deputy sheriff applicants have poor communication skills, especially during oral interviews. He and the board recommended we create workshops in oral interview skills to prepare students to enter the hiring process at criminal justice agencies.

Chris talked about the possible need to include academic faculty and curriculum as part of a basic police academy. Kelly will meet with Chris at a later date to discuss details.

Meeting was adjourned at 2:10pm.