



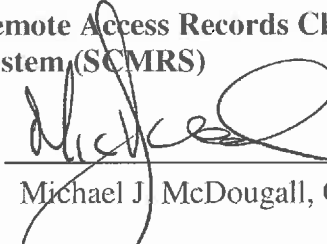
# Santa Cruz Consolidated Emergency Communications Center

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Michael J. McDougall  
General Manager

**9-1-1** FIRE  
POLICE  
MEDICAL

## COMMUNICATIONS OPERATIONS LAW ENFORCEMENT POLICY

<b>Policy No.</b>	<b>4560.80</b>	<b>Date Issued:</b>	March 1, 2002
<b>Section:</b>	4500 CLETS and Other Systems	<b>Date Revised:</b>	
<b>Accreditation Standards:</b>	None		
<b>SUBJECT:</b>	<b>Remote Access Records Checks in the Santa Cruz Metro Records System (SCMRS)</b>		
<b>APPROVED:</b>	 <hr/> Michael J. McDougall, General Manager		

### 1.0 Purpose

1.1 The Watsonville, Capitola and Santa Cruz Police Departments share a records management system, SCMRS. Effective March 1, 2002, remote access terminals will be available in the Santa Cruz dispatch pod (console positions 11, 12 and 13) and the Watsonville/Capitola dispatch pod (console positions 6, 7, and 8). Dispatchers are provided with remote access to the SCMRS to avoid dispatching a patrol unit to the Records Department to access the SCMRS during hours of non-operation for the Records Department.

### 2.0 Policy

2.1 During hours of non-operation of the Records Department, Dispatchers will use the SCMRS remote access terminals instead of dispatching a patrol officer to the Police Station to access the records system.

2.2 During regular hours of operation for the Records Department, Dispatchers may use the SCMRS remote access terminals to retrieve information requested by patrol personnel from the records system.