



POLICY/PROCEDURE NUMBER: 22-S.O.-024

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SUBJECT: REGULATED EQUIPMENT AND TOOLS POLICY

EFFECTIVE DATE: September 30, 2022

REVIEW DATE: September 30, 2023

AMENDS/SUPERSEDES: N/A

IACLEA STANDARDS: N/A

CSU POLICE DEPARTMENTS SYSTEM-WIDE OPERATIONAL GUIDELINE – YES

APPROVED: Alfredo B. Fernandez, Interim Chief of Police

I. PURPOSE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of regulated equipment and tools pursuant to Cal. Gov. Code § 7070 *et seq.*

II. POLICY

It is the policy of the Department of Police Services that members of this department comply with the provisions of Cal. Gov. Code § 7070 *et seq.* with respect to regulated equipment. The items listed in section IV of this policy are approved for funding, acquisition, training, and use in accordance with this policy, and Cal. Gov. Code § 7070 *et seq.* Additionally, section IV of this policy outlines the fiscal impact and descriptions of existing authorized tools and equipment within the department's inventory.

The Department of Police Services, as well as allied agencies or mutual aid partners, retains and employs a wide variety of tools and equipment to assist in safely maintaining a safe living, learning, and working environment. While the inventory of tools and equipment may vary, the mere possession of the tools or equipment does not warrant its use for every incident. The inventory in section IV of this policy is specific to equipment regulated by Cal. Gov. Code § 7070 *et seq.* There may be instances where unpredictable hazardous or critical incidents demand the need for the campus chief of police, their designee, or an incident commander to authorize tools or equipment to be used in a manner not outlined within this policy. In determining the appropriateness of utilizing a tool or piece of equipment not outlined within this policy, the totality of the

circumstances, public safety, officer safety, civil rights, and information available at the time will be influential factors.

III. REGULATED EQUIPMENT COORDINATOR

The campus chief of police shall designate a member of this department to act as the regulated equipment coordinator. The responsibilities of the regulated equipment coordinator include but are not limited to:

- a. Acting as liaison to the governing body for matters related to the requirements of this policy.
- b. Identifying department equipment that qualifies as regulated equipment in the current possession of the campus university police department, or the equipment the department intends to acquire that requires approval by the governing body.
- c. Conducting an inventory of all regulated equipment at least annually.
- d. Collaborating with any allied agency that may use regulated equipment within the jurisdiction of the campus university police department (Cal. Gov. Code § 7071)
- e. Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
- f. Publicizing the details of the meeting.
- g. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- h. Preparing the annual regulated equipment report for submission to the campus chief of police and ensuring that the report is made available on the department website (Cal. Gov. Code § 7072).
- i. Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of regulated equipment, and how the campus university police department will respond in a timely manner following department personnel complaints policies in section VII of this policy.

IV. REGULATED EQUIPMENT AND TOOLS INVENTORY

California State University, Northridge Department of Police Services owns and operates the following approved equipment:

1. Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.

- a. Description, quantity, and capabilities: (1) self-contained command post trailer which includes specialized command, control, and communication capabilities.
 - b. Lifespan: Varies depending on mileage and utilization but estimated up to 20 years.
 - c. Purpose and Authorized Use: Back-up or secondary communications center; communication services during special events or unforeseen emergencies; mobile command post for the coordination of personnel and resources, and the management of significant events; supplement patrol vehicle fleet, display during special events, which includes crime prevention, recruitment drives, law enforcement expos, community outreach, and other events which would benefit the campus university police department or the community.
 - d. Fiscal Impact: \$20,000 annual maintenance and fuel.
 - e. Legal and Procedural Rules: Governed by applicable CSU campus policies including those regarding time, place, and manner; First Amendment assemblies; mobile command vehicles; emergency operations; department communications; and National Incident Management System Incident Command System (ICS) 100, 200, 300, and 400.
 - f. Required Training: Valid driver's license for the class of vehicle, in-service training.
 - g. Compliance: The campus chief of police or designee is responsible to ensure the proper deployment and use.
2. Kinetic energy weapons and munitions.

The Department of Police Services deploys two (2) Defense Technology 40mm LMT with light, sling, ninety-six (96) short range smokeless powder rounds, forty-two (42) extended range impact sponge rounds, twenty-five (25) short range green marker rounds, twenty-five (25) extended range sponge rounds, forty (40) short range OC rounds.

- a. Description, quantity, and capabilities: Launcher capable of firing a variety of 40mm rounds with a maximum effective range of 5 to 120 feet.
- b. Lifespan: Approximately ten (10) years based on operational use and wear
- c. Purpose and Authorized Use: As a less-lethal use of force option with standoff capability to control a subject demonstrating assaultive behavior or life-threatening behavior, or an actively resistive subject believed to possess or have immediate access to a deadly weapon.
- d. Fiscal Impact: \$2,400 for maintenance and member training.
- e. Legal and Procedural Rules: Governed by applicable CSU campus policies including those regarding time, place, and manner; First Amendment assemblies; use of force; and control device and techniques, among others depending on circumstances; and allied agency or mutual aid partner policies.
- f. Required Training: A minimum of an annual qualification to maintain proficiency.

- g. Compliance: Campus chief of police or designee is responsible for ensuring that all authorized operators have completed all required and department-approved training in the operation, applicable laws, policies, and procedures.

V. REPORT

The chief of police or the authorized designee shall submit a regulated equipment and tools report to the CSU Chancellor for each type of regulated equipment and tool. The report shall be submitted to the Chancellor annually by September 30 covering the prior calendar year and shall include the information required by Cal. Gov. Code § 7072. The campus chief of police or the authorized designee shall also make each annual regulated equipment report publicly available on the department website for as long as the regulated equipment is available for use.

In addition, whenever regulated equipment or tools are deployed in response to an incident or event on campus, excluding for training or community engagement purposes, within seven (7) days of use the campus chief of police shall send a notice of such use to the campus president. Upon receipt of the notice, the campus president will notify the chancellor of the deployment of the regulated equipment or tools on campus.

VI. COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report described above, the Department of Police Services shall hold at least one well-publicized and conveniently located community engagement meeting, at which the department should discuss the report and respond to public questions regarding the funding, acquisition, or use of regulated equipment.

VII. PUBLIC COMPLAINTS, QUESTIONS, AND INVESTIGATIONS

In accordance with Cal. Gov. Code §7071, members of the public may register complaints, submit questions about the use of each type of equipment subject to this policy, and procedures by which the campus university police department will respond to such matters.

Complaints related to this policy may be submitted in accordance with the campus university police department personnel complaint policy. Complaint forms and instructions are posted on the department website and in the lobby of the department. Investigations into violations may be completed in accordance with the personnel complaint policy and other applicable department policy.

Members of the public may submit questions related to the use of specific equipment subject to this policy to the Department in accordance with the California Public Records Act, Cal. Gov. Code § 6250 et seq.

Complaints and questions regarding the use of specific equipment subject to this policy by mutual aid or an allied agency on the CSUN campus will be referred to the agency that provided the aid.

VII. COORDINATION WITH OTHER JURISDICTIONS

Regulated equipment and tools shall not be used on the CSUN campus by any department member or any other law enforcement agency or member in this jurisdiction unless the regulated equipment is approved for use in accordance with this policy.

Additional information regarding specific equipment and tools that may be utilized by another law enforcement agency within the jurisdiction of the Department of Police Services is available online for public viewing at the respective agency web page.

Los Angeles Police Department: <https://www.lapdonline.org/>

Los Angeles Unified School Police Department: www.laspd.com

Los Angeles County Sheriff's Department: www.lasd.org

VIII. APPENDIX

The following regulated equipment and tools are approved for use by the Board of Trustees anywhere in the CSU:

1. Unmanned, remotely piloted, powered aerial or ground vehicles.
 - a. Description, quantity, and capabilities: Two (2) unmanned aircraft systems (UAS) that can be operated remotely and supply real time video surveillance. Models include a Matrice 210 Series UAS and a Mavic 2 UAS
 - b. Lifespan: Varies on operational usage and wear but is approximately 5 years
 - c. Purpose and Authorized Use: Aerial monitoring of incidents, over watch for citizen safety and officer safety concerns; traffic and parking monitoring during large events to assist with flow of traffic into and away from campus; mutual aid for surrounding public safety agencies; and crime scene management and documentation

UAS are prohibited for use to conduct random surveillance activities; target a person based solely on actual or perceived characteristics, such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability; harass, intimidate, or discriminate against any individual or group; or conduct personal business of any type.

- d. Fiscal Impact: \$2,500 for maintenance and training.
 - e. Legal and Procedural Rules: Governed by applicable CSU campus policies including those regarding time, place, and manner; First Amendment assemblies; unmanned aerial systems; allied agency or mutual aid partner policy; and 14 C.F.R Part 107, UAS Operations.
 - f. Required Training: Pilots must possess a pilot certificate or be under the direct supervision of a licensed operator, maintain a Federal Aviation Administration Pilot in Command (PIC) with a Part 107 license, and demonstrate the ability to navigate the operational environment during scenario-based exercises.
 - g. Compliance: The campus chief of police or designee is responsible for ensuring that all authorized operators have completed all required and department-approved training in the operation, applicable laws, policies, and procedures regarding use of UAS.
2. Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- a. Description, quantity, and capabilities: The CSU owns a variety of mobile command and control vehicles including:

One (1) 2007 Ford Expedition modified for use as a mobile command vehicle during critical event with locking cargo drawers in the rear which contain miscellaneous equipment including extension cords, bull horn, large first aid kit, road flares, hazmat manuals, emergency operations plan, Incident Command System (ICS) documents, building floorplans, one VHF mobile police radio, one UHF mobile police radio, command dry erase boards with misc. maps and ICS charts, power inverter, emergency lighting controls, outside shore power charging port;

One (1) 18-foot Cargo Mate Command Post Trailer containing specialized command, control, and communications equipment;

One (1) 2006 Freightliner Mt-55 mobile command center vehicle containing specialized command, control, and communications equipment

One (1) 2008, 34-foot Ford F550 RV style mobile command vehicle containing specialized command, control, and communications equipment;

One (1) 2005 Ram 3500 tow truck and a Universal Specialty Services, Inc. 2003 30-foot mobile command post trailer with emergency lighting and brakes equipped with interoperable radio communications, computers, storage, kitchenette, and lavatory

One (1) self-contained mobile incident command vehicle containing specialized command, control, and communications equipment;

One (1) 1996 GMC P30 vehicle modified for use as a mobile command vehicle during critical event with locking cargo drawers in the rear which contain miscellaneous equipment including extension cords, bull horn, large first aid kit, road flares, hazmat manuals, emergency operations plan, Incident Command System (ICS) documents, building

floorplans, one VHF mobile police radio, one UHF mobile police radio, command dry erase boards with misc. maps and ICS charts, power inverter, emergency lighting controls, outside shore power charging port;

One (1) self-contained command post trailer including specialized command, control, and communications equipment;

- b. Lifespan: Varies depending on mileage and utilization but estimated up to 20 years
- c. Purpose and Authorized Use: Back-up or secondary communications center; communication services during special events or unforeseen emergencies; mobile command post for the coordination of personnel and resources, and the management of significant events; supplement patrol vehicle fleet, display during special events, which includes crime prevention, recruitment drives, law enforcement expos, community outreach, and other events which would benefit the campus university police department or the community.
- d. Fiscal Impact: \$20,000 annual maintenance and fuel.
- e. Legal and Procedural Rules: Governed by applicable CSU campus policies including those regarding time, place, and manner; First Amendment assemblies; mobile command vehicles; emergency operations; department communications; and National Incident Management System Incident Command System (ICS) 100, 200, 300, and 400.
- f. Required Training: Valid driver's license for the class of vehicle, in-service training.
- g. Compliance: The campus chief of police or designee is responsible to ensure the proper deployment and use.

3. Munitions containing tear gas or oleoresin capsicum (OC), excluding standard, service-issued handheld pepper spray.

- a. Description, quantity, and capabilities: Less-lethal launchers propel "pepper balls" that contain powdered chemical agent that is exposed with kinetic energy impact.

The CSU deploys: Seven (7) Variable Kinetic System VKS Pepper Ball Launcher with magazine containing 15 rounds or a gravity feed hopper containing 180 rounds with a maximum effective range of 150 feet using compressed air from a HPA buttstock 13ci tank. Live-X pepper balls are 0,68 caliber sphere contain 5% PAVA (pelargonic acid vanillyl amide) pepper powder;

Four (4) TPI Pepper Ball brand launchers that expend TPI-brand pepper balls containing PAVA Powder;

Four (4) FN 303 pepper ball launchers, marking rounds, and pepper ball rounds.

- b. Lifespan: Depends on usage; launcher up to 10 years and pepper balls up to 3 years.
- c. Purpose and Authorized Use: Less-lethal stand-off intervention with armed and/or violent individuals or crowds, suicidal individuals, individuals believed to possess or have

immediate access to a deadly weapon or driving suspects from confined spaces or vehicles.

- d. Fiscal Impact: Replacement cost \$1,300 per launcher; \$8,000 annual training cost.
- e. Legal and Procedural Rules: Governed by applicable CSU campus policies including those regarding time, place, and manner; First Amendment assemblies; use of force; and control device and techniques, among others depending on circumstances.
- f. Required Training: Annual qualification to maintain proficiency.
- g. Compliance: The campus chief of police or designee is responsible for ensuring that all authorized operators have completed all required and approved training.

4. Kinetic energy weapons and munitions.

- a. Description, quantity, and capabilities: Launcher capable of firing a variety of 40mm rounds with a maximum effective range of 5 to 120 feet. The CSU deploys:

Thirty-two (32) Defense Technology 40mm LMT with light, sling, seventeen (17) 50-meter impact rounds, sixty-six (66) extended range inertial rounds, ninety-eight (98) green marker rounds, twenty-eight (28) plastic training rounds, thirty-seven (37) CS gas rounds, and thirty (30) OC rounds.

Twenty-eight (28) Remington Model 870, 12-gauge shotgun, pump action, standard grip, orange stock and fore-end, and a magazine tube holding four (4) to six (6) rounds of Defense Technology 12-gauge drag stabilized less lethal bean bag rounds consisting of a fabric sock containing lead shot contained within a standard 2 ¾ inch shot shell casing or Super Sock CTS Model 2581 less lethal rounds consisting of a fabric sock containing lead shot within a standard 2 ¾ inch shot shell casing.

Six (6) FN 303® Less Lethal Launcher constructed from durable lightweight polymer with comfortable ergonomics and an easy to operate safety and is equipped with both flip-up iron sights and an integrated MIL-STD-1913 top mounting rail for optical or electronic sights or other accessories, a lightweight polymer magazine holding fifteen (15) projectiles, a clear rear cover to allow the operator to instantly verify both the payload type and the number of projectiles remaining, indelible paint projectiles and the PAVA/OC Powder projectiles.

- b. Lifespan: Approximately ten (10) years based on operational use and wear.
- c. Purpose and Authorized Use: As a less-lethal use of force option with standoff capability to control a subject demonstrating assaultive behavior or life-threatening behavior, or an actively resistive subject believed to possess or have immediate access to a deadly weapon.
- d. Fiscal Impact: \$44,400 for maintenance and member training.
- e. Legal and Procedural Rules: Governed by applicable CSU campus policies including those regarding time, place, and manner; First Amendment assemblies; use of force; and control device and techniques, among others depending on circumstances; and allied agency or mutual aid partner policies.

- f. Required Training: A minimum of annual or bi-annual qualification to maintain proficiency.
 - g. Compliance: Campus chief of police or designee is responsible for ensuring that all authorized operators have completed all required and department-approved training in the operation, applicable laws, policies, and procedures.
5. Long Range Acoustic Device (LRAD).
- a. Description, quantity, and capabilities: One (1) portable loudspeaker system that emits a focused and directional beam of sound.
 - b. Lifespan: Varies on operational usage and wear.
 - c. Purpose and Authorized Use: Public address system to issue emergency evacuation orders, communicate with a subject during a law enforcement operation where direct communication is not possible, relay directions to a crowd in a noisy environment (e.g. unlawful assembly announcements, etc.), to move a disruptive crowd using high-intensity sound during civil unrest situations, to communicate with the community during natural disasters, or to communicate when other forms of communication are ineffective or inadequate.
 - d. Fiscal Impact: Estimated \$5,000 annually for training.
 - e. Legal and Procedural Rules: Governed by applicable CSU campus policies including those regarding time, place, and manner; First Amendment assemblies; use of force; and control device and techniques, among others depending on circumstances; and allied agency or mutual aid partner policies.
 - f. Required Training: Bi-annual Critical Response Unit training.
 - g. Compliance: Critical Response Unit team managers, allied agencies, and mutual aid partners are responsible for ensuring that all authorized operators have completed all required and department-approved training in the operation, applicable laws, policies, and procedures.