

**SECURITY COMMITTEE  
JUNE 2, 2008  
MINUTES**

**Attendance**

Erasmus Reyes  
Edd Siler  
Antonio García  
José Colón  
Daniel Vasse  
Victor Nieto  
Antonio Maldonado  
Luis López  
Julio Bagué

**Others Attending**

Capt. Benjamín Orengo, St. James

**I. CALL TO ORDER**

Meeting was called to order at 6:45 pm by Erasmo Reyes, Chairman.

**II. APPROVAL OF MINUTES**

Minutes of the May 5, 2008 meeting were approved upon a motion by Edd Siler seconded by Victor Nieto with the following correction:

**-Page 3, Section V. Other Business**, second paragraph, add a new second and third sentence to read “The first time people should be given a warning and be advised on the new procedures. If the person attempts to do it again, he/she should be turned back and not be allowed to landscaping vegetation from Palmas”.

**III. REVIEW OF OLD BUSINESS**

**A. *Perimeter Surveillance System***

PHA is still negotiating terms of the loan to finance this project.

**B. *Hurricane Contingency Plan***

The 2008 PHA Hurricane Contingency Plan has been updated and distributed to the members of the Security Committee, Delegates, Regime Administrator and key organizations within Palmas del Mar. Most significant change is the incorporation of the new PHA Building in the plan. The plan contemplates the primary Emergency

Command Center at the PHA Building and an alternate Command Center at the Plaza Resort. All other aspects of the plan remain relatively unchanged.

### **C. Security Manual**

An updated draft of the PHA Security Manual containing operational guidance for security personnel and posts as well as general guidance for the community in crime prevention has been completed. The new draft was sent to the members of the Security Committee on May 20, 2008 for review and comments.

### **D. Preferred Vendors Program**

An initial list was put together by PHA and was sent via email to the Security Committee members and other key organizations within Palmas del Mar. PHA has requested inputs in terms of names of companies or businesses recommended to be added to the list. Once the list is complimented, the companies will be contacted and be given specific standards they must comply with in order to be given preferential treatment upon arriving at Palmas del Mar. PHA already uses a list of standards with diesel distributing companies operating within Palmas. Preferred vendors standards may include such things as license requirements, insurance, company trucks, recommendation by a Palmas organization or business, vehicle requirements, signing a preferred vendor agreement, etc. Privileges given to companies in the preferred vendors list may include special access control passes good for one year, recognition as special vendors, announcing their names on PHA Preferred Vendors List and publishing the list on PHA web-site, etc.

### **E. Refresher Training**

Benjamín Orengo provided a status report on the refresher training being given to the Security Department. Additional First Aid, CPR and defibrillator training is programmed for June 21, 2008. Crime Scene Management training is scheduled for June 7, 2008. Training in the handling of fire and accidents has been covered.

Mr. Julio Bagué pointed out that he is not satisfied with the way patrols do their job and the persons selected as point guards in some areas. He also indicated that PHA resources such as patrols and supervisors cannot be used to supervise or to oversee the functions of the St. James guards or to transport guards performing private service in residential areas under a separate contract. Mr. Benjamín Orengo explained that functions and contracts are kept separate. Guards drive themselves to their security posts. As part of the standard operating procedures for patrols they are required to visit the different residential areas. At that time they always check-in with the guards to see if there are any problems regarding the post or the area. However, supervision to those posts is the responsibility of the St. James Service Coordinator.

Daniel Vasse indicated that in order for security companies to survive they must be given the opportunity to have other business. Edd Siler added that PHA should not lose sight of the fact that the security forces must respond to any incidents anywhere in Palmas del

Mar. The goal is to have a single company so that there is more effective supervision and all the services are integrated and provided for a better security response. Patrols must frequently check on individual posts and, although by contract they may not be the supervisors, in fact they are the ones providing effective supervision to insure the services are being provided as required. There must be supervision from St. James from a contractual point of view, but from an operational standpoint PHA patrols must watch closely all posts so the overall impact of a large security force is self-evident. PHA must be careful not to divorce the security patrols from stationary guards regardless of their location or who they work for.

#### **F. Inspection Policy**

The policy for inspecting all vehicles carrying garbage, vegetation or landscaping disposable materials has been implemented and seems to be working well. Very few complaints have been received. PDMU has expanded its hours of operations till 4:30 p.m. Copy of the memorandum of instructions was given to all companies and people doing yard-work as well as to regime administrators.

Julio Bagué indicated that he will bring up this matter at PDMU to see if PDMU could open an additional hour on Saturday to accommodate people who do yard work on Saturdays. Mr. Bagué added that, although it is too early to jump into conclusions, the fact is that burglaries have been significantly reduced since these procedures were implemented.

#### **IV. INCIDENTS REVIEW**

The Memorial Day contingency plan was implemented as planned. Excellent support was received from the police in terms of patrols and presence. No incidents were registered during the Memorial Day weekend. Contrary to previous years less people were noted in public areas such as Palmanova Plaza.

Luis López presented a comprehensive report detailing all security incidents and criminal activity within Palmas for the month of May and year-to-date. No major criminal activity such as homicides, sexual assaults, aggression, robberies or car thefts was reported during the month of May. There were two illegal appropriations reported (one at Plaza del Puerto and another at Cart Pro Golf Cart Shop). There were also two burglaries reported; one at Villa Franca involving some liquor bottles and another in Palmanova Plaza residential area where a laptop and other electronic equipment was reported stolen. A suspect involved in the Villa Franca incident has been identified. The incident at Palmanova Plaza which took place at the end of May is under investigation. Forty eight (48) individuals were intervened and twelve (12) of these detained. One hundred sixty seven (167) alarm activations were investigated by PHA Security. There were eight (8) rescues performed by the Beach Patrols bringing the total of rescues for the year to 29.

Although too early to reach definitive conclusions, it appears that the security measures implemented as a result of the spike in burglaries in April are paying off. The police and

the CIC have been closely working with St. James Security and the PHA Security Director.

Regarding the number of alarms, the Security Committee recommended that these alarms be further investigated and be broken down to false and real and those possibly activated by intruders.

## **V. OTHER BUSINESS**

Mr. Edd Siler pointed out that the Hurricane Season is already upon us and no one should get lax because nothing has occurred during the past few years. Everyone should be prepared. PDMPI has already conducted its initial meeting to review everyone's responsibilities.

Mr. Victor Nieto asked if anything can be done about the manhole near the cart-path in front of Haciendas de Palmas. Mr. Maldonado indicated that he is already looking into this potential problem to see how it could be eliminated. Mr. Nieto also suggested that reflecting tape should be placed on the new solar poles installed in the traffic circle and along Country Club Drive. Mr. Maldonado will follow-up to have reflective tape installed in those poles.

Mr. Maldonado reported that he has received the police report detailing illegal appropriations and burglaries reported to the police over the past four months and they track very close to burglary activity being reported to PHA. Some incidents initially reported to the police were subsequently declassified as the investigation revealed that nothing was stolen. During the month of April sixteen (16) burglaries were reported to the police but only fourteen (14) were reported to PHA. In May there were two (2) burglaries reported to the police as well as to PHA.

## **VI. ADJOURN**

The Security Committee adjourned at 8:15 pm upon a motion by Daniel Vasse seconded by Edd Siler.