

**HERTZBERG-DAVIS FORENSIC SCIENCE CENTER**  
**FACILITY COORDINATING COMMITTEE**  
1800 Paseo Rancho Castilla, Los Angeles, California 90032  
Tuesday, March 4, 2025, at 0900 hours

**MINUTES OF MEETING NO. 199**

**I. CALL TO ORDER**

Meeting called to order by James Carroll at 0902 hours.

**II. ROLL CALL**

**LAPD:** Gabriel Gnanapragasam, Kristina Takeshita, Aaron McElrea, Allison Manfreda, Supria Rosner, Crystal Wysong

**LASD:** James Carroll

**FACILITIES:** Sidney Crockett, Elizabeth Garcia, Russ Erme, Manny Zapata (via telephone)

**CSULA:** Jane Gauthier

**III. APPROVAL OF MINUTES FROM LAST MEETING**

Motion to approve by Gabriel Gnanapragasam, seconded by Jane Gauthier, motion approved unanimously.

**IV. REQUIRED TOPICS**

- a. **Facilities Report:** See Attachment A, provided by Sidney Crockett, which was discussed point by point during the meeting.
- b. **Contracts:** Switching refrigerator/freezer temperature monitoring vendors from Temp Genius to Rees Scientific was discussed. Crystal Wysong will lead efforts to finalize a quotation from Rees.
- c. **Dispute Resolution:** Nothing to report
- d. **Risk Management:** Nothing to report
- e. **Security and Access:** The possible hiring of security guards for after-hours security was discussed, but deferred due to cost prohibitions
- f. **Interagency Cooperation:** Nothing to report
- g. **Parking:** Nothing to report
- h. **Emergency Evacuation Plan:** Nothing to report

**V. ONGOING TOPICS**

- a. **Special Topics:** The Metro Express convenience store was discussed. No progress has been made to reopen the store.
- b. **Team Building Activities:** Nothing to report

**VI. ONGOING PROJECTS**

Nothing to report

**VII. NEW BUSINESS**

Nothing to report

**VIII. MISCELLANEOUS**

Nothing to report

**IX. ADJOURNMENT**

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The meeting was adjourned at 0949hrs

The above minutes of FCC Meeting No. 199 document our understanding of items discussed in the referenced meeting. Unless notice to contrary is received, the notations will be considered acceptable, and work will proceed based on those understandings. Any discrepancies should be brought to the attention of James Carroll within seven (7) working days of receipt of this draft.

**NEXT MEETING: Tuesday, April 1, 2025**

DRAFT