

WORKPLAN CONTENTS

**PUBLIC SAFETY, FINANCE, AND STRATEGIC SUPPORT
COMMITTEE WORKPLAN
August - December 2015**

COMMITTEE MEMBERS:

PIERLUIGI OLIVERIO, CHAIR
RAUL PERALEZ, VICE CHAIR
MAGDALENA CARRASCO, MEMBER
CHARLES “CHAPPIE” JONES, MEMBER
JOHNNY KHAMIS, MEMBER

STAFF:

JENNIFER A. MAGUIRE, CITY MANAGER’S OFFICE
LEE WILCOX, MAYOR’S OFFICE
DANIELLE KENEALEY, CITY ATTORNEY’S OFFICE

MISSION STATEMENT:

To effectively develop, manage and safeguard the City’s fiscal, physical, technological and human resources to enable and enhance the delivery of city services and projects and to provide prevention and emergency response services for crime, fire, medical, hazardous and disaster related situations.

AUGUST 20, 2015

1. Public Safety Communications Initiatives Bi-Monthly Report (City Manager)

Purpose: To provide a verbal bi-monthly status report on the development of communications and data system projects that promote interoperability in the Bay Area.

2. Independent Police Auditor’s 2014 Annual Report Recommendations #1, 3, 5, and 6 Implementation Status Report (Police)

a) Independent Police Auditor’s 2014 Annual Report Recommendation #1

Purpose: To provide an update on the expansion of the Police Department’s definition of “use of force” to include the circumstances leading up to the use of force and the proportionality of force used.

b) Independent Police Auditor’s 2014 Annual Report Recommendation #3

Purpose: To provide an update on the Police Department’s inclusion in its annual Department Initiated Investigations (DII) Report of descriptions of the misconduct that gave rise to each of the sustained findings.

c) Independent Police Auditor’s 2014 Annual Report Recommendation #5

Purpose: To provide an update on the Police Department’s establishment of both a Duty Manual rule and an Internal Affairs rule that state what police officer representatives can and cannot say to prepare the police officers for their interviews with Internal Affairs investigators.

d) Independent Police Auditor's 2014 Annual Report Recommendation #6

Purpose: To provide an update on the Police Department's adoption of a "no choke hold" rule.

3. Police Department Limited Detention Study and Analysis Report (Police)

Purpose: To provide a status report on the Police Department Limited Detention Study and Analysis Report, including an objective analysis of limited detention data, a review of the Police Department's data collection procedures, a review of the Police Department's limited detention policy, and a summary of best practices.

4. Customer Call Handling Audit Recommendations Implementation Bi-Monthly Status Report (Information Technology)

Purpose: To provide a bi-monthly status report on the implementation of the Customer Call Handling Audit recommendations.

5. Fourth Quarter Financial Reports for Fiscal Year 2014-2015 (Finance)

Purpose: To provide fourth quarter (period ending June 30, 2015) financial reports in the areas of Debt Management, Investment Management, and Revenue Collection.

SEPTEMBER 17, 2015

1. Police Department Operations and Performance Bi-Monthly Status Report (Police)

Purpose: To provide a verbal bi-monthly status report on Police Department operations and performance in the areas of crime statistics, violent crimes, violent gang related incidents, burglaries, truancy abatement, burglary suppression, staffing, and other operations and performance matters, as needed.

2. Cardroom Compliance with Title 16 of the San José Municipal Code (Gaming Control Regulatory Program) Annual Report (Police)

Purpose: To provide an annual report on cardroom compliance with Title 16 of the San José Municipal Code (Gaming Control Regulatory Program).

3. Impact of Cardroom Gambling on Crime Annual Report (Police)

Purpose: To provide an annual report on the impact of cardroom gambling on crime in the San José metropolitan area.

4. Police Department Recruiting and Hiring Audit (Auditor)

Purpose: To provide an audit report on Police Department recruiting and hiring.

5. Fire Department Emergency Times Performance Semi-Annual Report (Fire)

Purpose: To provide a semi-annual report on Fire Department emergency response times performance metrics.

6. Fire Department Emergency Medical Services Patient Transport Feasibility Study (Fire)

Purpose: To provide a report on the feasibility of the San José Fire Department assuming emergency medical services patient transport within San José.

7. Information Technology Projects Status and Future Technology Investment Strategies Semi-Annual Report (Information Technology)

Purpose: To provide a semi-annual report on the status of city-wide technology projects and future information technology investment strategies.

OCTOBER 15, 2015

1. Bi-Monthly Financial Report for July/August 2015 (Consent Calendar) (Budget/Finance)

Purpose: To provide a bi-monthly status report on actual revenues and expenditures as compared to the 2015-2016 Budget and financial results for the two months ending August 2015.

2. Public Safety Communications Interoperability Annual Report (City Manager)

Purpose: To provide an annual report on the systems and other communications and data system projects that promote interoperability in the Bay Area.

3. Stationary Cameras in Hot Spots Pilot Program (Police)

Purpose: To provide a status report on the implementation of the Stationary Cameras in Hot Spots Pilot Program.

4. Customer Call Handling Audit Recommendations Implementation Bi-Monthly Status Report (Information Technology)

Purpose: To provide a bi-monthly status report on the implementation of the Customer Call Handling Audit recommendations.

5. Fire Department Organizational Review (Fire)

Purpose: To provide a report on the Fire Department Organizational Review conducted by Citygate Associates, LLC., including an evaluation of Fire Department service delivery, response time performance, technological improvements, and operations efficiencies.

NOVEMBER 19, 2015

1. Police Department Operations and Performance Bi-Monthly Status Report (Police)

Purpose: To provide a verbal bi-monthly status report on Police Department operations and performance in the areas of crime statistics, violent crimes, violent gang related incidents, burglaries, truancy abatement, burglary suppression, staffing, and other operations and performance matters, as needed.

2. Domestic Violence Prevention and Awareness Annual Report (City Manager/Police)

Purpose: To provide an annual report on the City's efforts related to domestic violence prevention and awareness.

3. Workers' Compensation Program Semi-Annual Report (Human Resources)

Purpose: To provide a semi-annual report on the City's efforts to reduce workers' compensation costs and claims for the Workers' Compensation Program.

4. Review of Relevant 2016 Legislative Guiding Principles (City Manager – Intergovernmental Relations)

Purpose: To discuss the relevant 2016 Legislative Guiding Principles with focus on the Public Safety, Finance and Strategic Support City Service Area.

5. Key State Legislation Semi-Annual Report (City Manager – Intergovernmental Relations)

Purpose: To provide a semi-annual report on key State legislation in the Public Safety, Finance, and Strategic Services City Service Area.

6. First Quarter Financial Reports for Fiscal Year 2015-2016 (Finance)

Purpose: To provide first quarter (period ending September 30, 2015) financial reports in the areas of Debt Management, Investment Management, and Revenue Collection.

***DECEMBER 10, 2015** (*Special date and location – start time at 9:30 a.m. in Rooms 118-119*)

1. Bi-Monthly Financial Report for September/October 2015 (Consent Calendar)

(Budget/Finance)

Purpose: To provide a bi-monthly status report on actual revenues and expenditures as compared to the 2015-2016 Budget and financial results for the four months ending October 2015.

2. Public Safety Communications Initiatives Bi-Monthly Report (City Manager)

Purpose: To provide a verbal bi-monthly status report on the development of communications and data system projects that promote interoperability in the Bay Area.

3. Body Worn Cameras Pilot Program (Police)

Purpose: To provide a status report on the implementation of the Body Worn Cameras Pilot Program.

4. Customer Call Handling Audit Recommendations Implementation Status Bi-Monthly Report (Information Technology)

Purpose: To provide a bi-monthly status report on the implementation of the Customer Call Handling Audit recommendations.

5. Comprehensive Annual Financial Report (CAFR) (Finance)

Purpose: To provide the Comprehensive Annual Financial Report for the City of San José for Fiscal Year 2014-2015.

6. Comprehensive Annual Debt Report (CADR) (Finance)

Purpose: To provide the Comprehensive Annual Debt Report for the City of San José for Fiscal Year 2014-2015.

7. Retirement Plans Investments Annual Report (Retirement)

Purpose: To provide the Annual Pension and Healthcare Fiscal Year End Investment Performance Report for the Police and Fire Department Retirement Plan and the Federated City Employees' Retirement System.