



Memorandum

**TO: RULES AND OPEN GOVERNMENT
COMMITTEE**

**FROM: Mayor Sam Liccardo
Chair Raul Peralez**

**SUBJECT: PUBLIC SAFETY, FINANCE, AND
STRATEGIC SUPPORT
COMMITTEE WORK PLAN**

DATE:

Approved

Date 6/19/20

Approved

Date 6/19/20

RECOMMENDATION

- a) Approval of the Public Safety, Finance, and Strategic Support Committee Work Plan for the period August through December 2020 and setting its meeting schedule on the third Thursday of each month at 1:30 p.m. in the City Council Chambers, with the exception of the month of December that is set on the second Thursday of that month at 9:30 a.m.
- b) Accept the draft Public Safety, Finance, and Strategic Support Committee Work Plan for the period January through June 2021.

WORKPLAN CONTENTS

**PUBLIC SAFETY, FINANCE, AND STRATEGIC SUPPORT
COMMITTEE WORK PLAN
August 2020 - June 2021**

COMMITTEE MEMBERS:

RAUL PERALEZ, CHAIR
SERGIO JIMENEZ, VICE CHAIR
MAGDALENA CARRASCO, MEMBER
CHARLES "CHAPPIE" JONES, MEMBER
SYLVIA ARENAS, MEMBER

STAFF:

JENNIFER A. MAGUIRE, CITY MANAGER'S OFFICE
PAUL PEREIRA, MAYOR'S OFFICE
DANIELLE KENEALEY, CITY ATTORNEY'S OFFICE
RUTH KRANTZ, CITY CLERK'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 THROUGH DECEMBER 2020 WORK PLAN ITEMS:

AUGUST 20, 2020

1. Fourth Quarter Financial Reports for Fiscal Year 2019-2020. (Finance)

Purpose: Provide fourth quarter (period ending June 30, 2020) financial reports in the areas of Debt Management, Investment Management, and Revenue Management.

2. Firefighter Safety Systems in High Rise Buildings Report. (Fire)

Purpose: Provide a report on firefighter safety systems in high rise buildings comparing Firefighter Breathing Air Replenishment Systems and fire-rated elevators, including consideration of any changes to the 2019 California Fire Code and/or Fire Department policies, procedures, and equipment.

[Deferred from June 18, 2020]

SEPTEMBER 17, 2020

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

Purpose: Provide a verbal bi-monthly status report on Police Department operations and performance in the areas of city-wide crime statistics, crime trends, emerging issues, and other matters of interest, as needed, with a focus on sexual assault.

2. Police Department Recruitment Activity Annual Report. (Police)

Purpose: Provide an annual report on Police Department recruitment activity, with a focus on both sworn and communications personnel, including recruiting and hiring expenditures, communication/marketing activities, marketing and outreach data analysis, academy entrants data analysis, resignation data analysis, and diverse applicant pool applications/hiring efforts for 2019-2020.

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

Purpose: Provide an annual report on cardroom compliance with Title 16 of the San José Municipal Code (Gaming Control Regulatory Program) for 2019-2020.

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

Purpose: Provide an annual report on the impact of cardroom gambling on crime in the San José metropolitan area for 2019-2020.

5. **Office of Emergency Management Work Plan Priorities Annual Report.** (City Manager-
Emergency Management)
Purpose: Provide an annual report on the City Manager's Office of Emergency Management Work Plan priorities for 2020-2021.

OCTOBER 15, 2020

1. **Bi-Monthly Financial Report for July/August 2020 (Consent Calendar).** (City Manager –
Budget/Finance)
Purpose: Provide a Bi-Monthly Financial Report on actual revenues and expenditures as compared to the 2020-2021 Budget for the two months ending August 2020.
2. **Fire Department Emergency Response Times Performance Annual Report.** (Fire)
Purpose: Provide an annual report on Fire Department emergency response times performance metrics and progress on response time performance improvement strategies through the end of 2019-2020.
3. **Park Ranger Program Annual Report.** (Parks, Recreation and Neighborhood Services)
Purpose: Provide an annual report on the Park Ranger Program for 2019-2020.
4. **Workers' Compensation Program Annual Report. (Human Resources)**
Purpose: Provide an annual report on the City's efforts to contain workers' compensation costs and reduce claims for the Workers' Compensation Program by focusing on wellness, health, and safety through the end of 2019-2020.

NOVEMBER 19, 2020

1. **First Quarter Financial Reports for Fiscal Year 2020-2021. (Consent Calendar)** (Finance)
Purpose: Provide first quarter (period ending September 30, 2020) financial reports in the areas of Debt Management, Investment Management, and Revenue Management.
2. **Police Department Operations and Performance Bi-Monthly Status Report.** (Police)
Purpose: Provide a verbal bi-monthly status report on Police Department operations and performance in the areas of city-wide crime statistics, crime trends, emerging issues, and other matters of interest, as needed, with a focus on sexual assault and traffic enforcement unit staffing.
3. **Domestic Violence Prevention and Awareness Annual Report.** (Police)
Purpose: Provide an annual report on the City's efforts related to domestic violence prevention and awareness.
4. **Personal Care Business Compliance Initiative Follow-Up Report.** (Police)
Purpose: Provide a follow-up report on the Personal Care Business Compliance Initiative with respect to the status of illicit massage businesses.

DECEMBER 10, 2020 (9:30 am) SPECIAL MEETING DATE/TIME

1. **Bi-Monthly Financial Report for September/October 2020. (Consent Calendar)** (City Manager – Budget/Finance)
Purpose: Provide a Bi-Monthly Financial Report on actual revenues and expenditures as compared to the 2020-2021 Budget for the four months ending October 2020.
2. **Downtown Foot Patrol Status Report.** (Police)
Purpose: Provide a status report on the Downtown Foot Patrol program, including outcomes of prior year spending and plans to deploy more police officers on walking beats in the Downtown area.
3. **Retirement Plans Investments Annual Report.** (Retirement)
Purpose: Provide the Annual Pension and Healthcare Investment Performance Report for the Police and Fire Department Retirement Plan (P&F Plan) and the Federated City Employees' Retirement System (Federated System) for Fiscal Year 2019-2020.

DRAFT JANUARY THROUGH JUNE 2021 WORK PLAN ITEMS:

JANUARY 21, 2021 – MEETING CANCELLED

FEBRUARY 18, 2021

1. **Police Department Operations and Performance Bi-Monthly Status Report.** (Police)
Purpose: Provide a verbal bi-monthly status report on Police Department operations and performance in the areas of city-wide crime statistics, crime trends, emerging issues, and other matters of interest, as needed, with a focus on sexual assault.
2. **Second Quarter Financial Reports for Fiscal Year 2020-2021.** (Finance)
Purpose: Provide second quarter (period ending December 31, 2020) financial reports in the areas of Debt Management, Investment Management, and Revenue Management.
3. **City of San José Investment Policy Annual Review.** (Finance)
Purpose: Provide an annual review of the City of San José Investment Policy, including a potential amendment to Subsection 22 (Social Responsibility) that includes language that provides that the City shall make no new direct investments in entities that directly engage in the exploration, production, refining, or marketing of fossil fuels.
4. **Smart City Roadmap: Safe City Strategy Status Report.** (City Manager – Civic Innovation)
Purpose: Provide a status report on the Smart City Roadmap: Safe City Strategy regarding the applied use of technology and technology improvement opportunities within the Police Department, Fire Department, and the City Manager’s Office of Emergency Management.

MARCH 18, 2021

1. **Sexual Assault Response and Strategy Annual Report.** (Police)
Purpose: Provide an annual report on the City’s Sexual Assault Response and Strategy, including detailed sexual assault crime statistics and trends as well as a work item status update.
2. **Fire Department Call Volume Status Report.** (Fire)
Purpose: Provide a status report on Fire Department call volumes, including opportunities to triage calls for service so that departmental resources can be maximized to life-saving and fire mitigation calls.
3. **Suicide Prevention Policy Annual Report.** (Human Resources/City Manager – Administration, Policy, and Intergovernmental Relations/ City Manager – Communications)
Purpose: Provide an annual report on the City’s Suicide Prevention Policy, including an update on the issue of suicide prevention and strategies to further promote the policy.

APRIL 15, 2021

1. **Bi-Monthly Financial Report for January/February 2021. (Consent Calendar)** (City Manager – Budget/Finance)
Purpose: Provide a Bi-Monthly Financial Report on actual revenues and expenditures as compared to the 2020-2021 Budget for the eight months ending February 2021.
2. **Police Department Operations and Performance Bi-Monthly Status Report.** (Police)
Purpose: Provide a verbal bi-monthly status report on Police Department operations and performance in the areas of city-wide crime statistics, crime trends, emerging issues, and other matters of interest, as needed, with a focus on sexual assault as well as violent and gang-related crime data by Mayor's Gang Prevention Task Force hotspots and emerging hotspots.

MAY 20, 2021

1. **Third Quarter Financial Reports for Fiscal Year 2020-2021. (Consent Calendar)** (Finance)
Purpose: Provide third quarter (period ending March 31, 2021) financial reports in the areas of Debt Management, Investment Management, and Revenue Collection.
2. **City of San José Disaster Resiliency Annual Report.** (City Manager – Emergency Management)
Purpose: Provide an annual report on the City of San José's community resiliency in responding to disasters.

JUNE 17, 2021

1. **Bi-Monthly Financial Report for March/April 2021. (Consent Calendar)** (City Manager – Budget/Finance)
Purpose: Provide a Bi-Monthly Financial Report on actual revenues and expenditures as compared to the 2020-2021 Budget for the ten months ending April 2021.
2. **Police Department Operations and Performance Bi-Monthly Status Report.** (Police)
Purpose: Provide a verbal bi-monthly status report on Police Department operations and performance in the areas of city-wide crime statistics, crime trends, emerging issues, and other matters of interest, as needed, with a focus on sexual assault.