



Memorandum

TO: RULES AND OPEN
GOVERNMENT COMMITTEE

FROM: Mayor Matt Mahan
Chair Bien Doan

SUBJECT: Public Safety, Finance and
Strategic Support Committee
Work Plan

DATE: JANUARY 16, 2025

Approved *Matt Mahan*

Date:
1-16-2025

Approved *Bien Doan*

Date:
1-16-2025

RECOMMENDATION

Approve the Public Safety, Finance and Strategic Support Committee Work Plan for the period of January through June 2025 and set 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 June, setting the meeting on the second Thursday of that month at 9:00 a.m. in the City Council Chambers.

COMMITTEE MEMBERS	STAFF
Bien Doan, Chair	Jennifer Schembri, City Manager's Office
Rosemary Kamei, Vice Chair	Terra Chaffee, City Attorney's Office
Michael Mulcahy, Member	Emily Munguia, Mayor's Office
George Casey, Member	Yasmin Johnson and Daniel Aguilar,
VACANT, Member	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 engage the community to partner on public safety and emergency prevention, mitigation, preparedness, response, and recovery.

**PUBLIC SAFETY, FINANCE AND STRATEGIC SUPPORT
COMMITTEE WORK PLAN
January - June 2025**

JANUARY 16, 2025 – MEETING CANCELLED

FEBRUARY 20, 2025

1. Second Quarter Financial Reports for Fiscal Year 2024-2025.

Purpose: Provide second quarter (period ending December 31, 2024) financial reports in the areas of Debt Management, Investment Management, Revenue Management, and Purchasing and Risk Management. (Finance)

2. City of San José Investment Policy Annual Review.

Purpose: Provide an annual review of the City of San José Investment Policy. (Finance)

4. Police Department Air Wing Status Report.

Purpose: Provide a status report on the Police Department's Air Wing current and planned activities. (Police)

5. Fireworks Ordinance Work Plan Status Report.

Purpose: Provide a status report on the implementation of the Fireworks Ordinance Work Plan. (Fire)

MARCH 20, 2025

1. Fire Department Emergency Medical Services Annual Report.

Purpose: Provide an annual report on Fire Department Emergency Medical Services delivery, including a feasibility analysis of Med 30 services as part of future county-wide ambulance services. (Fire)

2. Police Department Operations and Performance Quarterly Status Report.

Purpose: Provide a verbal quarterly status report on Police Department operations and performance in the areas of city-wide crime statistics, crime trends, emerging issues, police redistricting efforts, recruitment and hiring activity, and other matters of interest, as needed. (Police)

3. Innovation and Technology Projects Status Report.

Purpose: Provide a status report on projects managed by the City Portfolio, Products, and Projects Office, the Information Technology Department's Strategic Work Plan for Fiscal Year 2024-2025, and other current and planned activities. (Information Technology)

APRIL 17, 2025

1. Bi-Monthly Financial Report for January/February 2025.

Purpose: Provide a Bi-Monthly Financial Report on actual revenues and expenditures as compared to the 2024-2025 Budget for the eight months ending February 2025. (City Manager – Budget/Finance)

2. Fire Communications Status Report.

Purpose: Provide a status report on Fire Communications operations and activities. (Fire)

3. Hemp Regulation Status Report.

Purpose: Provide a status report on efforts to ban the sale of chemically synthesized hemp and require registration of industrial hemp retailers. (Police)

MAY 15, 2025

1. Third Quarter Financial Reports for Fiscal Year 2024-2025.

Purpose: Provide third quarter (period ending March 31, 2025) financial reports in the areas of Debt Management, Investment Management, Revenue Management, and Purchasing and Risk Management. (Finance)

2. Calendar Year 2024 Police Department 911 Disability and Homelessness Call Analysis Status Report.

Purpose: Provide a status report on 911 calls received in 2024 with a nexus to disability (including mental health) and/or homelessness, including an update on the implementation of data-entry processes and training to appropriately "flag" these incidents. (Police)

3. Fire Department Operations Annual Report.

Purpose: Provide an annual report on Fire Department call volumes and emergency response times performance metrics. (Fire)

JUNE 12, 2025 – SPECIAL MEETING DATE AND TIME

1. Bi-Monthly Financial Report for March/April 2025.

Purpose: Provide a Bi-Monthly Financial Report on actual revenues and expenditures as compared to the 2024-2025 Budget for the ten months ending April 2025. (City Manager – Budget/Finance)

2. Police Department Operations and Performance Quarterly Status Report.

Purpose: Provide a verbal quarterly status report on Police Department operations and performance in the areas of city-wide crime statistics, crime trends, emerging issues, police redistricting efforts, recruitment and hiring activity, and other matters of interest, as needed. (Police)

3. Recruitment, Hiring, and Retention Strategies Annual Status Report.

Purpose: Provide an annual status report on recruitment, hiring, and retention strategies. (Human Resources)

4. Advancing Equity through Culture and Practice Annual Report.

Purpose: Provide an annual report of the City Manager's Office of Racial and Social Equity's efforts towards advancing racial and social equity, inclusion, and belonging, including the status of Welcoming San José Plan strategies. (City Manager – Racial and Social Equity)