



Memorandum

**TO: RULES AND OPEN GOVERNMENT
COMMITTEE**

FROM: Mayor Sam Liccardo
Chair Raul Perez

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

DATE:

Approved

Date: 01/10/22

Approved

Date: 01/10/22

RECOMMENDATION

Approval of the Public Safety, Finance, and Strategic Support Committee Work Plan for the period January through June 2022 and setting its meeting schedule on the third Thursday of each month at 1:30 p.m.

WORK PLAN CONTENTS

**PUBLIC SAFETY, FINANCE, AND STRATEGIC SUPPORT
COMMITTEE WORK PLAN
January - June 2022**

COMMITTEE MEMBERS:

RAUL PERALEZ, CHAIR
SERGIO JIMENEZ, VICE CHAIR
MATT MAHAN, MEMBER
CHARLES "CHAPPIE" JONES, MEMBER
SYLVIA ARENAS, MEMBER

STAFF:

LEE WILCOX, CITY MANAGER'S OFFICE
PAUL PEREIRA, MAYOR'S OFFICE
ROSA TSONGTAATARI, 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.

JANUARY 20, 2022 – MEETING CANCELLED

FEBRUARY 17, 2022

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 gender-based violence, police redistricting efforts, and data on the use of firearms during domestic violence incidents.
2. **Second Quarter Financial Reports for Fiscal Year 2021-2022.** (Finance)
Purpose: Provide second quarter (period ending December 31, 2021) 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.
4. **Fleet: Take Home Vehicles Audit Report.** (City Auditor)
Purpose: Provide a report on the Fleet: Take Home Vehicles Audit.
5. **City-wide Grant Monitoring Audit Report.** (City Auditor)
Purpose: Provide a report on the City-wide Grant Monitoring Audit.

MARCH 17, 2022

1. **Gender-Based Violence Response and Strategy Annual Report.** (Police/Housing)
Purpose: Provide an annual report on the City's Gender-Based Violence Response and Strategy, including detailed sexual assault crime statistics and trends, work item status update, housing opportunities, and an evaluation regarding the implementation of the Sexual Assault Bill of Rights and community advocate agency feedback, including, but not limited to, Asian Americans for Community Involvement, Center for Child Protection Spark Clinic, Community Solutions, Next Door Solutions to Domestic Violence, and YMCA of Silicon Valley.

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 lifesaving 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 for 2021, including an update on the issue of suicide prevention and strategies to further promote the policy.

4. Sexual Assault Forensic Exam (SAFE) Coordination Report. (Police)

Purpose: Provide a report on coordination of SAFE exam procedures with the County of Santa Clara, including on the process for applying for State reimbursement and reporting procedures for Non-Investigative Reports (NIRs).

5. Digital Privacy Program Status Report. (Information Technology/Police)

Purpose: Provide a status report on the progress of the Digital Privacy Program, reviewing implementation of review and processes, outcomes, and approaches to responsible digital surveillance practices. outreach

APRIL 21, 2022

1. Bi-Monthly Financial Report for January/February 2022. (Consent Calendar) (City Manager – Budget/Finance)

Purpose: Provide a Bi-Monthly Financial Report on actual revenues and expenditures as compared to the 2021-2022 Budget for the eight months ending February 2022.

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 gender-based violence, police redistricting efforts, and violent and gang-related crime data by Mayor’s Gang Prevention Task Force hotspots and emerging hotspots.

3. Fire Department Sworn Recruitment/Hiring Activity and Bilingual Services Status Annual Report. (Fire)

Purpose: Provide an annual report on Fire Department sworn personnel recruitment and hiring activity for calendar year 2021, including communication/marketing activities and analysis, qualified applicant pool diversity, and sworn demographic data by rank, as well as the status of sworn bilingual services as of December 2021.

4. **Fire Department Sworn Staffing Strategic Planning.** (Fire/City Manager – Budget)
Purpose: Provide a report on Fire Department sworn staffing strategic planning, including anticipated attrition rates and an analysis of service needs in the context of a growing and increasingly dense population.

MAY 19, 2022

1. **Third Quarter Financial Reports for Fiscal Year 2021-2022. (Consent Calendar)** (Finance)
Purpose: Provide third quarter (period ending March 31, 2022) 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 16, 2022

1. **Bi-Monthly Financial Report for March/April 2022. (Consent Calendar)** (City Manager – Budget/Finance)
Purpose: Provide a Bi-Monthly Financial Report on actual revenues and expenditures as compared to the 2021-2022 Budget for the ten months ending April 2022.
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 gender-based violence and police redistricting efforts.