



Memorandum

TO: RULES AND OPEN GOVERNMENT COMMITTEE

FROM: Jennifer Schembri

SUBJECT: SEE BELOW

DATE: July 26, 2022

Approved

Date

07/27/22

SUBJECT: BECOMING TRAUMA INFORMED IN OUR WORKPLACE: CREATING SAFE AND BRAVE SPACE STUDY SESSION

RECOMMENDATION

Schedule a City Council Study Session entitled *Becoming Trauma Informed in Our Workplace: Creating Safe and Brave Space* for Friday, August 19, 2022 from 9:00 a.m. - 12:00 p.m. in the City Hall Wing Rooms W118-120 and approve the Study Session agenda.

PURPOSE OF THE STUDY SESSION

Provide the Mayor, Council and Senior Staff with a greater understanding of trauma, the impact of trauma, and practices that support a safe and brave workplace that allows our leaders and workforce to thrive and enable better outcomes with our community.

OUTCOME

City Council and Senior Staff will have the opportunity to:

1. develop a shared understanding of trauma,
2. increase awareness of the impact of trauma in the workplace, and
3. learn about workplace practices that support a safe and brave workplace to improve engagement, retention, innovation, creativity, and effectiveness in service of the community.

BACKGROUND

City Enterprise Priority

Powered by People

We recognize that our over 6,850 employees power the City of San José and our success as a City is dependent on our ability to create a dynamic and engaged workforce. Our employees' ability to provide excellent service is strengthened when we invest in attracting talent, providing opportunities for career growth, enabling an environment focused on health, safety, and wellness, and retaining a diverse workforce in a workplace that is equitable and inclusive.

This Study Session will address one of the Powered by People objectives to “Nurture Employee Growth, Safety and Wellness.” In February of 2021, as part of the City’s wellness program focus on employee mental and emotional health, the Human Resources Department entered into an agreement with the National Council of Mental Wellbeing to provide a year plus-long training program with the goal of beginning to create a more trauma-informed, resilience-oriented culture at the City.



This program is well underway with over 300 employees at every level in the organization having participated in the training including Senior and Executive Staff. Six teams of employees are in various stages of designing and implementing workplace practices to become more trauma informed. Prior to the Study Session, staff will issue a memorandum with more background.

ANALYSIS

A Study Session agenda accompanies this memorandum. The session will take place on-site in the City Hall Wing Rooms W118-120. The Mayor, Council, Senior Staff, and other participants will be provided with background information. The format will include a staff presentation,

RULES AND OPEN GOVERNMENT COMMITTEE

July 25, 2022

Subject: Becoming Trauma Informed in Our Workplace: Creating Safe and Brave Space Study Session

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subject matter experts, opportunities for discussion, and public comment. This is an informational meeting and no action by the Council is requested at the Study Session.



JENNIFER SCHEMBRI

Director of Human Resources and the Office
of Employee Relations

For questions, please contact Kelli Parmley, Assistant Director of Human Resources at Kelli.Parmley@sanjoseca.gov.

Attachment - Draft Agenda

CITY COUNCIL STUDY SESSION AGENDA

Becoming Trauma Informed in Our Workplace: Creating Safe and Brave Space

**Hybrid Meeting - City Hall Wing Rooms W118-120 and
Virtually <https://sanjoseca.zoom.us/j/99346843938>**

**August 19, 2022
9:00 a.m.-12:00 p.m.**

PURPOSE OF THE STUDY SESSION

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CHAPPIE JONES
SERGIO JIMENEZ
RAUL PERALEZ
DAVID COHEN
MAGDALENA CARRASCO

DISTRICT 1
DISTRICT 2
DISTRICT 3
DISTRICT 4
DISTRICT 5

SAM LICCARDO MAYOR

DEV DAVIS
MAYA ESPARZA
SYLVIA ARENAS
PAM FOLEY
MATT MAHAN

DISTRICT 6
DISTRICT 7
DISTRICT 8
DISTRICT 9
DISTRICT 10

Welcome to the San José City Council meeting!

The San José City Council meets every Tuesday at 1:30 p.m. and Tuesday at 6 p.m. as needed, unless otherwise noted. If you have any questions, please direct them to the City Clerk's staff seated at the tables just below the dais. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

Agendas, Staff Reports and some associated documents for City Council items may be viewed on the Internet at <http://www.sanjoseca.gov/index.aspx?NID=5322>. Council Meetings are televised live and rebroadcast on Channel 26.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Office of the City Clerk at San José City Hall, 200 E. Santa Clara Street, Tower 14th Floor, San José, CA 95113 at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Council meeting may not be the final documents approved by the City Council. Contact the Office of the City Clerk at (408) 535-1260 or City.Clerk@sanjoseca.gov for the final document.

To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call (408) 535-1260 or (408) 294-9337 as soon as possible, but at least three business days before the meeting.

Call to Order and Roll Call

CITY COUNCIL STUDY SESSION

9:00 a.m. – 12:00 p.m.

1. Staff Presentation

A presentation from staff that provides information about trauma, the impact of trauma, and practices that support a safe and brave workplace that allows our leaders and workforce to thrive and enable better outcomes with our community.

2. Mayor and Council Discussion

The Mayor and City Council Members will have an opportunity to discuss and ask questions on the information provided at the Study Session, as well as any related questions related to the subject matter.

- **Public Comment**
- **Adjourn**