



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 12/2/20

Approved

Date 12/2/20

RECOMMENDATION

Approval of the Public Safety, Finance, and Strategic Support Committee Work Plan for the period January through June 2021 and setting its meeting schedule on the third Thursday of each month at 1:30 p.m. by virtual meeting due to the COVID-19 pandemic restrictions, until further notice.

WORKPLAN CONTENTS

**PUBLIC SAFETY, FINANCE, AND STRATEGIC SUPPORT
COMMITTEE WORK PLAN
January 2021 - 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

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 Police Department's Sexual Assault Response and Strategy, including detailed sexual assault crime statistics and trends, and measurable outcomes that are aligned across law enforcement agencies and community service providers consistent with best practices, as well as a work item status update.

2. Police Department Duty Manual Updates Report. (Police)

Purpose: Provide a report that updates the Police Department's Duty Manual, including but not limited to Section S4312 Sexual Assault Cases and Section S4313 Domestic Violence, for the purposes of improving the Police Department's interactions with survivors of domestic violence, child abuse, sexual assault, human trafficking, and other vulnerable populations, including 1) requiring officers to respond to and investigate all calls for service for domestic violence, child abuse, sexual assault, and human trafficking for potential high lethality and write a police report if a crime occurred, and 2) ensuring a trauma-informed approach to an officer's response by providing survivors with access to an in-person advocate and/or a referral to such advocate by telephone, pamphlet, or resource card before the officer leaves the scene regardless if the survivor asks for the referral services.

3. Police Department Protocols for Community Advocate Referrals Audit. (City Auditor)

Purpose: Provide a report on the Police Department Protocols for Community Advocate Referrals Audit.

4. 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 and violent and gang-related crime data by Mayor's Gang Prevention Task Force hotspots and emerging hotspots, as well as an update on traffic enforcement unit staffing.

3. 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.

4. Fireworks Ordinance Workplan Status Report. (Fire)

Purpose: Provide a status report on the implementation of the Fireworks Ordinance Workplan Pre-Fourth of July 2021.

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. **Police Reforms Work Plan: Reimagining Community Safety Status Report.** (City Manager)
Purpose: Provide a verbal status report on the Police Reforms Work Plan: Reimagining Community Safety work.
3. **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.