Community Policing Advisory Board  
Meeting Agenda  
September 7, 2016  
Oakland Police Department, Eastmont Substation  
2651 73rd Avenue, Oakland CA 94601

Committee Membership: Chairperson Jay Ashford (M), Cathy Leonard (Dist. 1) John Garvey (Dist. 2), Akiba Bradford (Dist.3), Ravinder Singh (Dist. 4), Sal Gomez (District 5), Colleen Brown (Dist. 6), Emily Rogers-Pharr (At Large), Angela Haller (NW), Nancy Sidebotham (NW), Don Link (M), Sheryl Walton (M), and Renia Webb (OHA).
Vacancies: District 7, and OUSD.
Staff: Joe DeVries
Appointee Notes: Dist. = District; M = Mayoral; NW = Neighborhood Watch; OHA = Oakland Housing Authority; OUSD = Oakland Unified School District

CPAB Website/Newsletter: http://oaklandcommunitypolicing.org  
Twitter Handle: @oaklandcpab

Each person wishing to speak on items must fill out a speaker's card. Persons addressing the Community Policing Advisory Board shall state their names and the organization they are representing, if any.

1. Open Forum – 6:00-6:15
2. Membership Updates – 6:15-6:20
3. Approval of July Minutes – 6:20-6:25
4. Discussion of CPAB Recommendations on the Selection of new OPD Chief – 6:25-7:25
5. Committee Updates 7:25-7:40
   a. Outcome: Committees to provide brief updates to the CPAB on recent progress, upcoming plans/goals  
   b. Fundraising Committee – 5 mins  
   c. NCPC Resource Committee – 5 mins  
   d. Marketing-Outreach Committee – 5 mins
6. Staff Report – 7:40-7:50
7. Agenda Building – 7:50-7:55

Next Meeting: October 5th, City Hall
Community Policing Advisory Board
Meeting Minutes
July 6th, 2016
Oakland Police Department, Eastmont Substation
2651 73rd Avenue, Oakland CA 94601

Committee Membership: Chairperson Jay Ashford (M), Cathy Leonard (Dist. 1) John Garvey (Dist. 2), Ravinder Singh (Dist. 4), Sal Gomez (District 5), Colleen Brown (Dist. 6), Emily Rogers-Pharr (At Large), Angela Haller (NW), Nancy Sidebotham (NW), Don Link (M), Sheryl Walton (M), and Renia Webb (OHA).
Vacancies: District 3, District 7, and OUSD.
Staff: Joe DeVries
Appointee Notes: Dist. = District; M = Mayoral; NW = Neighborhood Watch; OHA = Oakland Housing Authority; OUSD = Oakland Unified School District

CPAB Website/Newsletter: http://oaklandcommunitypolicing.org

Twitter Handle: @oaklandcpab

Each person wishing to speak on items must fill out a speaker’s card. Persons addressing the Community Policing Advisory Board shall state their names and the organization they are representing, if any.

1. Open Forum

Mary Vale from beat 16y spoke about her concerns regarding a reported predator in her area, she said she had difficulty contacting her CRO about the situation. She also stated her support for more civilian oversight of the department.

Assata Olugbala spoke about Dr. Eberhardt’s presentation at Castlemont High School where she reviewed her findings about OPD stop data. She would like the CPAB to receive a presentation and thoroughly discuss the findings. Also she noted that the original Police Commission proposal included language altering the CPAB but the current one does not alter it, and last she spoke about her desire to see the CPAB more thoroughly provide oversight to NSCs and CROs since they are part of the Community Policing Structure.

2. Minutes: Approval of June 2016 minutes

The June minutes were approved with 4 abstentions (members who were not at the June meeting).

3. Membership Updates

Joe DeVries noted that the District 3 seat was being scheduled to be appointed to the CPAB at the July 19th City Council Meeting which would leave only two vacancies on the Board: D7 and OUSD.

4. Discussion with A.C. Downing
Acting Assistant Chief David Downing addressed the Board by first providing an overview of how the leadership team at the Department is currently structured: He will serve in the capacity of the acting Assistant Chief and oversee the day-to-day operations of the 1150 staff members of the department and report directly to the City Administrator. Captain Darren Allison will serve as the acting Deputy Chief overseeing Bureau of Field Operations 1, Deputy Chief Cunningham (who participated in the presentation) will continue to oversee Bureau of Field Operations 2. Captain Randy Wingate will serve as the Area 2 Commander (Captain Allison’s former role). He expects this structure to be in place until a new Chief is selected and estimates that will occur in six months.

Next he stated his four priorities while serving in this role:

i. Continue the department’s mission to reduce crime, noting that Oakland has seen major decrease that he wants to keep going.

ii. Thoroughly investigate the incidents that have caused the department such embarrassment and upheaval. He noted that officer snow need to “re-earn” their badge everyday due to the recent scandals and that the department needs to be thorough in its holding of individuals accountable.

iii. Begin to implement the 50 recommendations in Dr. Eberhardt’s Stanford Report on OPD’s Stop Data. He noted that a working group was created and will continue to meet.

iv. Work with the City Auditor to review the department’s training procedures to see where changes can be made to prevent incidents in the future similar to what the department is currently experiencing.

Member Gomez noted how embarrassing the current situation is and Member Haller commented that one effective way to turn the tide is to continue to highlight positive things the department is engaged in to balance the narrative.

Member Singh asked about what impact the current situation will have on the Federal oversight of the department and on the department’s training practices. AC Downing noted that until the investigation and discipline are complete, the City won’t know the impact it has on that oversight. Regardless, the Auditor review of the training program is moving forward and should provide helpful insight.

Member Leonard pointed out that for the community to develop trust in the department they need to see arrests made of those who broke the law. She noted that just seeing resignations would not be enough and that how the department handles the discipline will be a defining moment and an opportunity to be forthright. AC Downing acknowledged this and pointed out that the investigation is casting a wide net and those involved could face serious consequences including criminal charges and the potential of losing their pension, depending on the severity of the misconduct.

Member Rogers-Pharr raised the issue of the Stanford Report and asked about racism in the department and the impact on the community in terms of the stop data. Member Walton noted that the report doesn’t just show a disparity in stops but a difference in the language officers used when stopping people of different races such as asking African Americans if they are on parole or probation while not asking that when stopping Caucasians.

Deputy Chief Cunningham responded that the report really helps the department take a deep look at its institutional practices. It supports the department’s push for all officers to go through Procedural Justice Training. He also pointed out that it provides support for the Cease Fire strategy which targets individuals instead of neighborhoods and has been cited in the big reduction in violent crime.

AC Downing also pointed out that the department needs to continue to attract and recruit candidates that reflect the diversity of the neighborhoods and that they are moving to a point where the demographics of the department reflect the demographics of the City although there is still much work to be done.

Member Webb inquired about the morale in the department right now considering all that has happened. Both DC Cunningham and AC Downing commented that they have an open door policy to see that line staff have access to leadership, Deputy Chiefs are attending all the line-ups, and they are promoting dialogue among the officers about these issues so there is an environment of support. AC Downing also noted he is emphasizing the core mission of the
department and getting back to some basics such as having officers wear the more traditional uniforms including hats instead of the more relaxed fatigues, requiring men to shave regularly, and generally showing pride and purpose. He believes this helps keep everyone focused.

5. CPAB Committee Updates
   Fund Development Committee:
   Member Link provided a copy of the packet that Neighborhood Services prepared regarding NCPC expenditures (attached) and discussed allowable expenses for NCPCs.
   
a. NCPC Resource Committee:
   Member Brown provided some clarification about her June report (since she was unable to attend the meeting)
   
b. Programs and Services Committee:
   Member Walton provided the committee report (attached)

6. Applicable Updates Regarding NCPC Funds Process:
This was addressed during the Fundraising Committee Report.

7. Staff Report
There was nothing additional to report.

8. Agenda Building
The August Meeting was cancelled to allow for members to focus on national Night Out.

Next Meeting: September 7th, Eastmont Police Station.
Community Policing Advisory Committee
Program Services Committee Report

Date: 7/2/2016

Attendance: Sheryl, Emily, and Ravinder  By Email: John

As stated in the CPAB by-laws, “the Program and Services Committee shall be primarily responsible for recommending program activities, including outreach and training, media relations and providing services to the NCPCs”.
We are recommending that we amend the by-laws to include “communications and marketing” in the above statement. The following are the draft recommendations we discussed for your review.

a. Communications and Marketing
   i. Conduct a needs survey for NCPCs using Survey Monkey*
   ii. CPAB Members’ Outreach
       1. Create an event calendar for NCPC listserve & CPAB--Google Docs
       2. Stock tri-folds, provide details for twitter logins/newsletter
   iii. Media Relations
       1. Social media
   iv. CPAB branding, logo
       1. Promote using our brochure, website
   v. Centralize notes for annual reports, Council and NCPCs - Google Doc

b. Training and Education
   i. Develop one speakers series per year (preferably in the fall)
       1. Inspire NCPC interest using Topic of the Day - such as:
          a. Neighbors for Racial Justice
          b. OPD current issues
          c. Other
   ii. NCPC Trainings
       1. Emergency Prep--C.E.R.T.S.
       2. Outreach strategies
   iii. NSC Trainings
       1. Serving the community

c. Programs and Activities
   i. Developed from survey*
   ii. Policy platform

We are aware that our outline is far more than we can accomplish this year, but it’s a brainstorm to help hold our ideas.
Community Policing Advisory Board Fund Development Committee

Report on NCPC Funds Process

1. The process is summed up in in Neighborhood Services Supervisor Jacque Long’s letter to NCPC leaders dated June 13, 2016.

Since not all Board members may have seen this letter, I can go over its contents and highlights if that is desired.

2. The key to understanding the process is to look at the Chart of Allowable and Unallowable Expenses

3. The next key is the types of payment methods allowable:
   a. The simplest is the Neighborhood Services Charge Card which pays for smaller purchases
      1. There is a 14 day lead time for purchases with the Charge Card
      2. It requires a TF 3160 form submittal with a list of Charge Card purchases proposed
      3. The Neighborhood Services Coordinator acquires one of the 2 Purchase Cards and coordinates the purchase from a city-authorized vendor
   b. The other is Direct Payment by Invoice which pays for larger purchases and requires submission of an invoice and a TF 3160 form for pre-approval
      1. Once again, the vendor must be city-authorized and registered with the city
      2. Payment by check is sent directly to the vendor
   c. There are no reimbursements to NCPCs or individuals for out-of-pocket payments

4. One thing to note is the lead time needed for both the Charge Card and Direct Payment to vendors, and for them to be registered with the city as approved vendors.

5. NCPCs are required to keep records of NCPC expenses that are open to the public, the CPAB, and to any city agency that requests them. These records are to be maintained for 3 years or the life of the equipment or supplies purchased. All items purchased remain city property and cannot revert to private ownership.

6. Neighborhood Services July 1, 2016 report on the NCPC Funds Process:
   a. After the adoption of the NCPC Funds regulations, only 5 NCPC were found to have unallowable expenses listed on their proposed spending plan
   b. Beat 11 was one of them. A review of its plan will demonstrate how the Funds Process functions on the ground

Prepared by Don Link, Committee Chair
Dear Neighborhood Council Chairs,

The Neighborhood Council/NCPC Funds policy was finalized and approved by the City of Oakland Controller’s Office, Treasury Division, and Police Department Fiscal Services Division. Please note the approval was based on the submitted spending plans. There is a list of allowable and unallowable expenses, which were based on current City policies. Attached, you’ll find the Neighborhood Council/NCPC funds policy and tracking form. Please carefully read the policy. There are changes that include:

- **Direct payment by invoice**
  This process allows direct payment to a pre-approved vendor by the City of Oakland. Please check with your Neighborhood Services Coordinator to determine if a vendor you select is an approved City of Oakland vendor. Vendors are welcome to register with the City of Oakland at [http://www2.oaklandnet.com/Government/o/CityAdministration/d/CP/e/RegisterthroughISupplierasAVendororContractor/index.htm](http://www2.oaklandnet.com/Government/o/CityAdministration/d/CP/e/RegisterthroughISupplierasAVendororContractor/index.htm). Please reference the policy on the attached page for services approved for direct pay by invoice.

- **Payment by Neighborhood Services purchase card**
  This process allows payment for specific services and items by the Neighborhood Services purchasing card. Neighborhood Services was assigned two (2) purchasing cards by the Treasury Division: Neighborhood Council Chairs must make an appointment with their assigned Neighborhood Services Coordinator to reserve the purchasing card for use fourteen (14) days in advance. Please reference the policy on the attached page for services approved for payment by Neighborhood Services purchase card.

- **No out of pocket expenses allowed and/or reimbursements.**

Remember, all expenditures must be Neighborhood Council/NCPC related and have documentation i.e. flyer, meeting agenda attached to the payment request. Your assigned Neighborhood Services Coordinator will submit the required documentation with the payment request form (TF-3160). Thank you for your patience while this policy was updated, reviewed, and approved by the Controller’s Officer, Treasury Division, and Police Department Fiscal Services Division. Please contact me if you have any questions regarding the process, unallowable expenses on your spending plan, or modifying your spending plan by email at jlong@oaklandnet.com.

Sincerely,

Jacqueline Long
Neighborhood Services Supervisor
Neighborhood Services Section
Oakland Police Department
Neighborhood Council/NCPC Funds Policy FY 2015-2017

The funds policy is finalized and established to streamline the process for allowable Neighborhood Council/NCPC expenses. Each Neighborhood Council/NCPC is budgeted $700 for Neighborhood Council/NCPC related expenses. Combined Neighborhood Council/NCPCs covering two to three community policing beats are allowed $700.00 per beat. Beats without an operational Neighborhood Council/NCPC may request funds for outreach and organizational efforts that are connected with forming a Neighborhood Council/NCPC.

Neighborhood Councils/NCPCs must submit their expenditures on form TF-3160 (NCPC Payment Request). Neighborhood Councils/NCPCs were required to submit a spending plan for each fiscal year. City of Oakland staff identified allowable and unallowable expenditures based on the spending plans to ensure funds are spent according to city policies and procedures. Below outlines allowable and unallowable expenses:

<table>
<thead>
<tr>
<th>Allowable expenses</th>
<th>Unallowable expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food &amp; beverages</td>
<td>Alcoholic beverages</td>
</tr>
<tr>
<td>Design &amp; printing fees</td>
<td>Bank fees</td>
</tr>
<tr>
<td>Postage</td>
<td>Telephone/cell phone service</td>
</tr>
<tr>
<td>Office supplies</td>
<td>P.O. Box fees</td>
</tr>
<tr>
<td>Rental fees</td>
<td>Parking fees</td>
</tr>
<tr>
<td>Beautification supplies (trash bags, gloves,etc)</td>
<td>Trees</td>
</tr>
<tr>
<td>Promotional materials</td>
<td>Donation of money or goods to individuals and/or groups</td>
</tr>
<tr>
<td>Training supplies</td>
<td>Surveillance cameras</td>
</tr>
<tr>
<td>Equipment/party rentals</td>
<td>Out of pocket expenses</td>
</tr>
<tr>
<td>Websites (City must pay the site directly)</td>
<td></td>
</tr>
<tr>
<td>DJ's</td>
<td></td>
</tr>
<tr>
<td>Translation services</td>
<td></td>
</tr>
<tr>
<td>Voting service fees</td>
<td></td>
</tr>
</tbody>
</table>

Payment Method by Expense Category
All funding requests must be in compliance with any procedures set up by the Neighborhood Councils/NCPC or dictated by individual Neighborhood Council/NCPC by-laws. All expenditures must also be in compliance with City of Oakland policies along with guidelines in this document. If you have any questions, you may submit a written request to your Neighborhood Services Coordinator (NSC) to be forwarded to City staff for further review.

Direct Pay by Invoice Procedure
This method allows Neighborhood Councils/NCPCs to request the city to pay the vendor directly for a purchase made by the Neighborhood Council/NCPC. Invoiced services must be pre-approved by the City before starting work with the selected vendor. Provide the name of the vendor and desired item or service to your Neighborhood Services Coordinator. They will submit the request to City staff for approval. Vendors must be registered with the City of Oakland in order for Treasury/Fiscal Services to process payment to the vendor. Upon approval, the Neighborhood Council/NCPC representative must submit an invoice; complete a TF 3160 form with a description of the desired goods or services to their Neighborhood Services Coordinator. Services submitted for direct payment include DJs, translation services, voting
service fees, equipment and/or party rentals, rental fees for meeting or event space, all in one design/printing/postage fees, flyer delivery, and promotional materials. (see chart below)

**Purchase Card Method**
This method may only be used to pay for approved expenses including food, beverages, mail, postage, office supplies, beautification supplies and websites. Neighborhood Council/NCPC representatives should make advance arrangements, minimum 14 days, with their Neighborhood Services Coordinator to purchase items at an authorized vendor. Neighborhood Services Coordinators (NSCs) do not have direct access to purchasing cards. They are required to submit a request to utilize the purchasing cards assigned to Neighborhood Services. Neighborhood Council representatives must complete a TF 3160 form and submit it for approval with the original receipt(s). (see chart below)

**Special Type of Expenses**
Rentals: Include an invoice specifying the dollar amount charged per meeting and the maximum dollar amount for the fiscal year. The invoice must also include a statement that prepayment is required.

Beautification supplies: Items such as tools, gloves, and garbage bags are approved expenses. Trees are no longer an allowable expense. Landscaping items require additional approval submit your written request to your Neighborhood Services Coordinator. It will be forwarded to OPD Fiscal Services and the City of Oakland Controller's Office for further review.

<table>
<thead>
<tr>
<th>Direct Pay (invoice)</th>
<th>Purchase Card</th>
</tr>
</thead>
<tbody>
<tr>
<td>DJs</td>
<td>Food &amp; Beverages</td>
</tr>
<tr>
<td>Translation services</td>
<td>Mail/Postage (USPS)</td>
</tr>
<tr>
<td>Voting Service Fees</td>
<td>Office Supplies</td>
</tr>
<tr>
<td>Equipment/Party Rentals</td>
<td>Beautification Supplies</td>
</tr>
<tr>
<td>Rental Fees</td>
<td>Websites</td>
</tr>
<tr>
<td>All in one Design &amp; Printing &amp; Postage Fees</td>
<td></td>
</tr>
<tr>
<td>Flyer Delivery</td>
<td></td>
</tr>
<tr>
<td>Promotional Materials</td>
<td></td>
</tr>
</tbody>
</table>

*Based on Neighborhood Council/NCPC spending plans.*

**Accounting Responsibilities**
An individual or committee within each Neighborhood Council/NCPC must take responsibility for maintaining records of all Neighborhood Council/NCPC related expenses. This can be the elected Treasurer, or in the absence of a Treasurer, the designated financial representative. These records must be open and available to members of the public, the CPAB and other city agencies for review upon request. Neighborhood Councils/NCPCs are required to maintain records of the expenditures and related documentation for three (3) years or for the life of any supplies or equipment acquired with city funds. Neighborhood Services Coordinators are also
required to keep a copy of all requests for payment, and copies of receipts. A record of all
equipment purchased on behalf of the Neighborhood Council/NCPC must be kept, including
model and serial numbers, both by the Treasurer or other designated financial representative
and by the NSC with a copy being forwarded to the Neighborhood Services Section. All
equipment is the property of the Neighborhood Council/NCPC and the City of Oakland
and cannot revert to private ownership.

Step by Step Procedure for Using Form TF3160.
This form (Form TF3160) is available from your Neighborhood Service Coordinators. The form
is self-explanatory, please fill in each box, including:

1. Neighborhood Council/NCPC name and community policing beat number.

2. Name and address of the Treasurer of the Neighborhood Council/NCPC or
appointed/elected representative.

3. Name of vendor if submitting an invoice.

4. A clear description of items/services purchased and planned use. In case of an audit, the
description should make it clear what the items/services will be used for i.e. listing
"stamps" is not enough; "stamps for meeting notification" provides a better description.
An auditor or investigator might wonder what or how the stamps were used and need to
see an example of the meeting notification. The clear message here should be that all
Neighborhood Council/NCPC leaders and NSCs should assume that the funds requests
will be audited to confirm legitimate use for community policing and the appropriate
expenditure of public funds. Neighborhood Council/NCPC funding is public money and
its use must be beyond suspicion and adhere to city policies.

5. The signature of the Neighborhood Council/NCPC treasurer or designated
representative, and the signature of the NSC must be on the form when it is turned into
Neighborhood Services. The BFO Neighborhood Services Supervisor will sign the form
and forward it onward for payment approval and processing.

6. Original receipts and/or invoices must be submitted with the TF3160. The
Treasurer or other designated financial representative and the NSC must save copies of
all TF3160s submitted and invoices. If the receipt contains reimbursable and non-
reimbursable items, please identify the reimbursable items. As a courtesy to OPD Fiscal
Services, number multiple line items on TF3160 and also number the receipts
accordingly. It is beneficial to tape receipts to an 8.5 X 11” sheet of paper. The originals
have to be photocopied and then accompany the TF-3160 form in order to be processed
by OPD Fiscal Services and the City of Oakland Treasury Division.
# NEIGHBORHOOD CRIME PREVENTION COUNCIL (NCPC)

**Purchase Order Request** (TF 3160 rev. 10/2007)

**Oakland Police Department**

<table>
<thead>
<tr>
<th>Division</th>
<th>Area</th>
<th>Beat</th>
<th>NCPC Name</th>
<th>Request Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrol Service</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- □ Mail Check to
- □ Call for pick up

<table>
<thead>
<tr>
<th>Contact Person</th>
<th>Address</th>
<th>Room No.</th>
<th>Contact No.</th>
</tr>
</thead>
</table>

**Name on Check**

**Vendor Name on Receipt**

<table>
<thead>
<tr>
<th>Address</th>
<th>Date Received in B &amp; A Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>City/State/Zip</td>
<td>Responsible Acct. Personnel Ext.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vendor Contact Person Name</th>
<th>Telephone Number</th>
<th>Number of Receipts Attached</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>FUND 1010</th>
<th>Org 105320</th>
<th>Account 53711</th>
<th>Program PS11</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Description of Service/Products Purchased</th>
<th>Amount</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Total Requested</th>
</tr>
</thead>
</table>

**Authorized Signatures**

<table>
<thead>
<tr>
<th>NCPC Representative</th>
<th>Date</th>
<th>Neighborhood Services Coordinator</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Print Name</td>
<td></td>
<td>Print Name</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NSM Approval</th>
<th>Date Approved</th>
<th>CPAB Approval</th>
</tr>
</thead>
</table>
CITY OF OAKLAND

Memorandum

TO: Community Policing Advisory Board Fund Development Committee
ATTN: Chairperson Don Link
FROM: Neighborhood Services Supervisor Jacqueline Long
DATE: 1 Jul 16

RE: Neighborhood Council/NCPC Funds

The purpose of this memo is to provide the current status of the Neighborhood Council/NCPC funds.

Neighborhood Council/NCPC funds policy
The funds policy was finalized and distributed to Neighborhood Council/NCPC Chairs. The guidelines outlined allowable and unallowable expenses based on the submitted spending plans. The letter also outlined the process and payment methods, invoice or purchase card, for allowable expenses.

Neighborhood Council/NCPC spending plans
There were only five (5) out of forty four (44) Neighborhood Councils/NCPCs spending plans impacted by unallowable expenses. The five (5) leaders were contacted by their Neighborhood Services Coordinator or Neighborhood Services Supervisor Jacqueline Long to modify their spending plans.

Neighborhood Councils/NCPCs have already started using their funds.

Thank you for your support and patience.

Respectfully submitted,

Jacqueline Long
Neighborhood Services Supervisor
Neighborhood Services, Section 2
Oakland Police Department
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-1-16</td>
<td>Beauty-Cotton Supplies</td>
<td>600.00</td>
</tr>
<tr>
<td></td>
<td>FY 2</td>
<td>846.00</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>846.00</td>
</tr>
<tr>
<td></td>
<td>Ends</td>
<td>500.00</td>
</tr>
<tr>
<td></td>
<td>FY 1</td>
<td>300.00</td>
</tr>
<tr>
<td></td>
<td>FY 2</td>
<td>120.00</td>
</tr>
<tr>
<td></td>
<td>FY 1</td>
<td>600.00</td>
</tr>
<tr>
<td></td>
<td>FY 2</td>
<td>450.00</td>
</tr>
</tbody>
</table>

**FY 2015-16**

**KEY**
- **PC** - Purchase Card
- **PL** - Purchase Order
- **NA** - N/A - Unallowable Expense

**Note:** The above table outlines the proposed spending plan for the year 2015-16. The activities include various categories such as Beauty Cotton Supplies, Annual Meeting & Materials, Meeting Supplies, and others. Each category is followed by an amount, totaling $846.00. The expenditures are marked as PC or NA depending on approval status. The table is part of a neighborhood council's proposed spending plan.
Recruitment Schedule

Recruitment activity will begin in September and it is anticipated that an appointment will be made in February or March 2017. Below are key milestones leading to the appointment of a Police Chief.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Tentative Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community and Stakeholder Outreach Meetings</td>
<td>September – October</td>
</tr>
<tr>
<td>Release of Position Profile Brochure / Advertise Position</td>
<td>September</td>
</tr>
<tr>
<td>Open Application Period</td>
<td>45 Days</td>
</tr>
<tr>
<td>Candidate Screening</td>
<td>November</td>
</tr>
<tr>
<td>Selection Process</td>
<td>January 2017</td>
</tr>
</tbody>
</table>

Take An Online Survey

English: [https://www.surveymonkey.com/r/OPDchiefsurvey](https://www.surveymonkey.com/r/OPDchiefsurvey)

Spanish: [https://www.surveymonkey.com/r/OPDchiefsurveyS](https://www.surveymonkey.com/r/OPDchiefsurveyS)

Chinese: [https://www.surveymonkey.com/r/OPDchiefsurveyC](https://www.surveymonkey.com/r/OPDchiefsurveyC)

Vietnamese: [https://www.surveymonkey.com/r/OPDchiefsurveyV](https://www.surveymonkey.com/r/OPDchiefsurveyV)

Join the Online Conversation

[www.speakupoakland.org](http://www.speakupoakland.org)

Contact Us

[OPDChiefRecruitment@oaklandnet.com](mailto:OPDChiefRecruitment@oaklandnet.com)

(510) 238-3600

[www.oaklandnet.com](http://www.oaklandnet.com)

City Administrator’s Office
    Attn: Police Chief Recruitment
    1 Frank H. Ogawa Plaza, 3rd Floor
    Oakland CA  94612
The City of Oakland is launching a nationwide search for a permanent Police Chief of the Oakland Police Department (OPD).

Our goal is to ensure that the best and brightest candidates emerge from the recruitment process. The City will engage the community and OPD staff to maximize stakeholder input. This insight will be used to:

- Help inform the recruiter to find the most qualified pool of candidates.
- Provide the City with community-driven criteria to evaluate the final candidates.
- Give the new Police Chief a roadmap of how the community expects the Police Department to move forward under new leadership.

Your input will help make this recruitment a success. It is essential that prospective candidates understand the values, standards and needs of the Oakland community.

There are multiple paths of community and stakeholder engagement, including:

- Community Meetings
- Online Survey
- Online Conversation

The City will consider community input throughout the entire process, right up to the appointment of the new Police Chief.

### Community Meetings

The City will conduct three citywide meetings and two Youth Forums in September 2016. In addition, the City will make presentations on the OPD Police Chief recruitment at several standing meetings as listed below. Oaklanders are encouraged to participate in any of these opportunities:

<table>
<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, September 1</td>
<td>5:00 p.m.</td>
<td>Youth Community Forum (Pizza Provided) Castlemont High School Cafeteria, 8601 MacArthur Blvd.</td>
</tr>
<tr>
<td>Wednesday, September 7</td>
<td>6:00 p.m.</td>
<td>Community Policing Advisory Board Meeting Eastmont Police Station, 2651 73rd Ave.</td>
</tr>
<tr>
<td>Thursday, September 8</td>
<td>6:00 p.m.</td>
<td>Citizens’ Police Review Board Meeting City Hall, Council Chamber, 1 Frank H. Ogawa Plaza,</td>
</tr>
<tr>
<td>Saturday, September 10</td>
<td>12 noon</td>
<td>Youth Community Forum (Lunch Provided) McClymonds High School, 2607 Myrtle St.</td>
</tr>
<tr>
<td>Monday, September 12</td>
<td>6:00 p.m.</td>
<td>Citywide Community Forum North Oakland Senior Center, 5714 MLK Jr. Way</td>
</tr>
<tr>
<td>Wednesday, September 21</td>
<td>4:00 p.m.</td>
<td>Chinatown Neighborhood Crime Prevention Council in Cantonese Lincoln Recreation Center, 250 10th St.</td>
</tr>
<tr>
<td>Wednesday, September 21</td>
<td>6:00 p.m.</td>
<td>Citywide Community Forum East Oakland Senior Center, 9255 Edes Ave.</td>
</tr>
<tr>
<td>Monday, September 26</td>
<td>6:30 p.m.</td>
<td>Safety and Services Oversight Committee (Measure Z) City Hall, Hearing Room 1, 1 Frank H. Ogawa Plaza</td>
</tr>
<tr>
<td>Tuesday, September 27</td>
<td>6:00 p.m.</td>
<td>Public Safety Committee City Hall, Hearing Room 1, 1 Frank H. Ogawa Plaza</td>
</tr>
<tr>
<td>Wednesday, September 28</td>
<td>6:00 p.m.</td>
<td>Citywide Community Forum in Spanish sponsored by the Unity Council &amp; Spanish Speaking Citizens Foundation Fruitvale Village, 3301 E. 12th St.</td>
</tr>
</tbody>
</table>