

SAFETY AND SERVICES OVERSIGHT COMMISSION MEETING

Created by the Public Safety and Services Violence Prevention Act of 2014

Monday, September 28, 2015
6:30-9:00 p.m.
Hearing Room 1 – City Hall
1 Frank H. Ogawa Plaza, Oakland, CA 94612

Via phone: Gateway Villa
2440 Larson St. – Room 4314
Lackland AFB, TX 78236

Oversight Commission Members: Chairperson Rev. Curtis Flemming, Sr. (D-3), Vice-Chairperson Jennifer Madden (D-4), Jody Nunez (D-1), Tony Marks-Block (D-2), Rebecca Alvarado (D-5), Melanie Shelby (D-6), Kevin McPherson (D-7), Letitia Henderson (At-Large), and Gary Malachi Scott (Mayoral).

PUBLIC COMMENT: The Oversight Commission welcomes you to its meetings and your interest is appreciated.

- ✓ If you wish to speak before the Oversight Commission, please fill out a speaker card and hand it to the Oversight Commission Staff.
- ✓ If you wish to speak on a matter not on the agenda, please sign up for Open Forum and wait to be called.
- ✓ If you wish to speak on a matter on the agenda, please approach the Commission when called, give your name, and your comments.

Please be brief and limit your comments to the specific subject under discussion. Only matters within the Oversight Commission's jurisdictions may be addressed. Time limitations shall be at the discretion of the Chair.

ITEM	TIME	TYPE	ATTACHMENTS
1. Call to Order	6:30pm	AD	
2. Roll Call	2 Minutes	AD	
3. Agenda Approval	3 Minutes	AD	
4. Minutes Approval: Aug. 24 SSOC Meeting	5 Minutes	A	Attachment 1
5. Coordinator's Announcements a. Commission Authority Parameters	10 Minutes	I	
6. Open Forum	10 Minutes	I	
7. HSD Request for Proposals Update	10 Minutes	I	
8. OFD Spending Plan <i>Requested to be continued to the Oct. 26th SSOC Meeting.</i>	5 Minutes	A	
9. Evaluation RFP <i>Requested to be continued to the Oct. 26th SSOC Meeting.</i>	5 Minutes	A	
10. Retreat Update	10 Minutes	I	Attachment 2
11. Reports to Public Safety Committee (PSC) <i>This item is the opportunity for the SSOC to decide if they would like to send any reports to the City Council PSC.</i>	10 Minutes	A	Attachment 3
12. Agenda Building	10 Minutes	AD	
13. Adjournment			

A = Action Item

I = Informational Item

AD = Administrative Item

PUBLIC SAFETY AND SERVICES OVERSIGHT COMMISSION MEETING MINUTES
Monday, August 24, 2014
Hearing Room 1

ITEM #1: CALL TO ORDER

The meeting was called to order at by Chairperson Flemming at 6:30pm. Greg Minor will be sitting in for Ms. Cotton Gaines this evening.

ITEM #2 ROLLCALL

Present: Chairperson Rev. Curtis Flemming Sr.
 Commissioner Rebecca Alvarado (late)
 Commissioner Letitia Henderson (late)
 Commissioner Jody Nunez
 Commissioner Tony Marks-Block
 Commissioner Gary Malachi Scott
 Commissioner Melanie Shelby

Excused: Vice Chairman Jennifer Madden
 Commissioner Kevin McPherson

ITEM #3: AGENDA APPROVAL

Approved by consent. Chairperson Flemming noted he would like more input from all Commissioners, not just the Chair and Vice-chair.

ITEM #4: APPROVAL OF MINUTES

Commissioner Nunez moved the minutes as amended. Seconded by Commissioner Marks-Block; **4 Ayes, 1 Abstention** (Shelby)

ITEM #5: COORDINATOR'S ANNOUNCEMENTS – Chantal Cotton Gaines

No Announcements.

ITEM #6: OPEN FORUM

No Public Speakers

ITEM #7: UPDATE ON HAS REQUEST FOR PROPOSALS (RFP FOR VIOLENCE PREVENTION SERVICES – Peter Kim

Mr. Kim reported that the RFP was approved by City Council in July. The RFP was released on August 10, 2015. A bidders conference was held on August 21st and had great attendance. Proposals are due on Wednesday, September 16, 2015. One technical assistance session will be held on Wednesday, September 2, 2015 which allows for all prospective bidders to come and meet staff in a public form and receive assistance with regards to technical aspects when submitting their proposals.

Commissioner Shelby inquired if this will be available on line to those who could not attend. Mr. Kim noted that since the release of the RFP that there is a Q & A page on the website and this is the forum in which the public can submit questions. We are required to respond within 2 business days of the submittal of these questions. There is a deadline for last day for questions to be submitted, but Mr. Kim did not have the date with him, but it is posted on the website.

We have been soliciting external reviewers for all proposals submitted. We have had a fairly good response. Reviewing proposals will begin on Monday, September 21st. Reviewers will be giving until October 5th to score each application. All reviewers will come together October 8-12 to discuss the proposal scoring. Formal recommendations to the SSOC and City Council will happen sometime in November, which Mr. Kim is confirming with Ms. Cotton-Gaines.

Commissioner Marks-Block inquired as to how the reviewers will be chosen. Mr. Kim explained that we are looking for people who have insight into this work and who are considered experts in the field, and cannot come from any organization that is submitting a proposal. We have people we have used in the past as well as getting recommendations on others. We are also looking for individuals who are familiar with the strategies we are working with.

Commissioner Shelby commented that it would be appreciated to get these materials as early as possible to review in advance of the formal presentation. Chairperson Flemming concurred.

Chairperson Flemming had a question regarding the Innovation Fund. Mr. Kim explained that this fund is geared for agencies who may not have services that fit under the other strategic areas will allow them to apply and propose different approaches or programs that are very different from our other strategic areas. This is an opportunity for the smaller or emerging organizations. Encourage them to team up with other organizations for a joint collaboration. We are looking for organizations to have fiscal soundness and not request more the 50% of their entire operational budget.

Chairperson Flemming requested a list of the agencies who have applied for the RFP once it has closed.

ITEM #8: OPD OFFICER TIME TRACKING – Donneisha Taylor, OPD Fiscal Manager

Officer time tracking mechanisms are programed in Oracle and any regular or overtime hours worked outside their CRO duties are manually changed on their time cards.

Chairperson Flemming mentioned he had heard there were problems previously tracking overtime hours for PSOs and asked how has this been corrected.

Ms. Taylor responded that all hours are tracked by different i-codes, and are time is coded accordingly to actual duties actually worked, whether CRO or overtime for a protest.

Chairperson Flemming inquired how do you track monies being spent being allocated by this fund for the duties in which have been authorized.

Ms. Taylor explained that only Measure Z work is charged to the Measure Z funding codes, whether it is the CRO, CRT or Program codes won't explain work performed.

DC Downing added that every two weeks, the list is checked to make sure we are always coding the appropriate person to the appropriate fund. Special assignments may pull Officers off their post, but their hours are not charged to Measure Z.

Additional funding of CROs and CRTs are drawn by general funds and 3 Federal grants.

Commissioner Shelby suggested a diagram of the funding sources for OPD may be helpful for the Commissioners to understand the funding sources, what programs and activities are involved as related to Measure Z vs Federal Grants and general funds.

Chairperson Flemming wants to make sure that the reporting of Measure Z funds is accurate for services and supplies spent.

Commissioner Scott inquired when the next Ceasefire call in would happen. DC Downing was unsure of the date. He was referred to Reygan Harmon and Cpt. Ersie Joyner for specific information he was interested in.

ITEM #9: RDA REPORT – MEASURE Y AND Z TRANSITION – Dr. Patricia Bennett & Brightstar Olson

Reviewed a power point presentation regarding the previous evaluation work they have done with Community Policing and Violence Prevention Program. Information was taken from a previous report already submitted under Measure Y.

They wanted to focus on differences that exist in the law between Measure Y and Measure Z for evaluations. How do these programs (RJOY, CRSN Peace in the Park, FVIU) support the goals and objectives of Measure Y and Measure Z.

ITEM #10: FOLLOW UP DISCUSSION FROM JULY 27TH MEETING: SAFE PASSAGES LETTER RE: EARLY CHILDHOOD SERVICES – Alicia Perez, Director Early Childhood Programs at Safe Passages

Ms. Perez reviewed the PowerPoint presentation which is done in collaboration with Jewish Family and Children’s Services of the East Bay, Through the Looking Glass, Children’s Hospital and Parent Voices. They are asking for reconsideration of increased funding.

4 speakers spoke on support and increased funding for Safe Passages.

CM Brooks agreed that this issue needs to be addressed, but the Measure Z funds are not necessarily the appropriate funds to be used. There are a number of alternative funding sources that can be utilized to address these needs.

Commissioner Henderson agrees that the need is there. Is concerned that the scale and scope of services seems large, as well as the possibility of duplication of services. Keep focused on the violence prevention and crisis response. Looking at a more realistic number of families to serve.

Mr. Kim added we are not eliminating services, but embedding them in our services already provided.

Commissioner Alvarado asked that there be clarification on the language in the ordinance as to the scope of what we can do. Concerned that the funding is not adequate.

Mr. Kim clarified that they RFP has been released, and it is unknown yet if Safe Passages has submitted a proposal. The funds allocated toward Family Violence Intervention include services to this population as it relates to the acts of violence to these families.

CM Brooks explained that the letter was referred back to the SSOC by the Public Safety Council, because a council member was interested in the consideration of this matter.

Commissioner Shelby recommends that we get clarity in our process in authority and decision making, data to help govern these conversations and what it looks like, making sure that we are addressing the highest impacted areas, what resources are currently available so we are not duplicating efforts as we make a recommendation to a greater body.

ITEM #11: FOLLOW UP DISCUSSION FROM JULY 27TH MEETING: CHANGES TO OFD SPENDING PLAN - Deputy Chief Darin White

Adjusted the spending plan to include back fill and clarified the need for record keeping and tracking purposes with the proposed spending plan. They have included some statistics in which OFD has responded to violent incidents.

Specific goals which this funding will help support:

- Vegetation management mitigation in wildfire assessment areas
- Assisting with commercial inspection programs
- Train regionally and locally
- Meets the MOU staffing requirements

CM Brooks \$2 million dollars is going to be spent on the fire department. Some of these goals may not be directly spent by Measure Z funds, but general funds as well. What are the deliverables with respect to the violence prevention.

Commissioner Henderson asked how are these operational goals being tracked and how will you monitor progress. What type of community engagement are you involved in.

DC White said tracking be done by different mechanisms. There are not very many instances where they have the opportunity to follow up on a call which they responded to. If our units are there in a timely manner, within 7 minutes of a call, our presence is giving the victim a better chance.

Commissioner Scott and Chairperson Flemming would like to see OFD hire some of our young people who have been affected by violence and those who have been previously incarcerated.

Commissioner Shelby made a motion to continue this item to its September 28th meeting and it is recommended that they OFD come back at the next meeting with a specific set of operational goals and deliverables with relation to the violence prevention program. It was seconded by Commissioner Nunez. **7 Ayes**

ITEM #12: EVALUATION SERVICES RFP FOLLOW UP DISCUSSION

Jody Nunez and Rebecca Alvarado agreed to work with Ms. Cotton Gaines on the RFP for Evaluation Services.

ITEM #13: RETREAT UPDATE

No update

ITEM #14: AGENDA BUILDING

- Parameters of scope of authorization
- Data provided by the evaluator, would like response by OPD in a future meeting
- OFD Spending Plan

Materials match agenda items.

ITEM #15: ADJOURNMENT

Commissioner Henderson moved to adjourn meeting; Seconded by Commissioner Nunez by consensus.

TO: SAFETY & SERVICES OVERSIGHT COMMISSION (SSOC)
FROM: Chantal Cotton Gaines
SUBJECT: SSOC Retreat Update
DATE: September 23, 2015

The following information provides an update on retreat planning and presents areas for discussion on a few key aspects of the retreat. The purpose of the retreat update discussion at the September 28, 2015 SSOC meeting is to get consensus on these aspects of the retreat.

Potential Location: Joaquin Miller Center at 3435 Sanborn Dr., Oakland, CA 94602

Staff has been in touch with the Parks and Recreation Department about booking the Joaquin Miller Center for the retreat. It is offsite and provides a nice atmosphere to meet.

Please inform staff if other city-owned locations are desired and staff can check for cost and availability.

Potential Dates: The SSOC can have the retreat on any date available at the chosen facility. For Joaquin Miller, many dates are available in both October and November. Two dates in particular, that staff queried about and found available, are:

- October 19, 2015
- November 23, 2015

Please inform staff if other dates are desired and staff can check with the center for availability.

Potential Times: Staff asked Joaquin Miller about evening retreat times, from 6pm – 9pm. Please inform staff if other times of day are desired and staff can check with the center for availability.

Potential Discussion Topics: Based on previous SSOC meetings and SSOC brainstormed ideas, the following could be discussion topics for a retreat.

1. Team building
2. SSOC Communication (between meetings, etc.)
3. Discussion of the SSOC Budget (determining how to spend SSOC funds most effectively)
4. Community education or awareness building about the SSOC and SSOC duties
5. Planning a calendar to visit HSD grantees, OPD, and OFD services
6. Planning related to grantees attending SSOC meetings
7. Evaluation Services Planning (understanding service evaluations, etc.)
8. Other?

Please generate any other ideas and then inform staff of the top 3-4 most desired topics for the retreat and staff will work to develop the content as appropriate.

Facilitator Update: Depending on the subject matter of the retreat, the retreat can be facilitated by staff or by a hired facilitator. For example, if the subject matter involved team building, a hired facilitator would be very effective. If discussing specific subject matters related to the work of the SSOC, staff would be very effective.

Please inform staff of which is preferred based on suggested topics and staff will organize the details with the Chairperson.

TO: SAFETY & SERVICES OVERSIGHT COMMISSON (SSOC)
FROM: Chantal Cotton Gaines
SUBJECT: Agenda Building List to Date
DATE: September 23, 2015

The following list included all agenda building topics generated to date from SSOC members, items continued from previous meetings, or items requested to be scheduled by staff.

AGENDA BUILDING TOPICS THUS FAR FOR FUTURE MEETINGS

- OFD Spending Plan (continued from Aug. 24, 2015)
- Evaluation RFP (continued from Aug. 24, 2015)
- Data provided by evaluator – OPD response to concerns (continued from Aug. 24, 2015)
- HSD – Recommendations of Vendor Contracts (requested for October 26, 2015)
- Retreat

Any additional topics generated will be added to this list.