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2016 SEP -1 AM 10:21 **AGENDA REPORT**

TO: Sabrina B. Landreth
City Administrator

FROM: David Downing
Assistant Chief of Police

SUBJECT: 30 Day Monthly Police Staffing
Report

DATE: August 15, 2016

City Administrator Approval

Date:

8/31/16

RECOMMENDATION

Staff Recommends That The Public Safety Committee Accept The Oakland Police Department's (OPD) Monthly Informational Report On Recruiting And Sworn Staffing Levels As Of July 31, 2016.

EXECUTIVE SUMMARY

This informational report provides data on the demographics and staffing levels of OPD sworn and non-sworn employees as well as recruiting and hiring data.

BACKGROUND AND LEGISLATIVE HISTORY

In 2009, the City Council requested a monthly staffing report from OPD to address current staffing levels for both sworn and civilian employees. This report addresses recruitment activities and assignments for both sworn and civilian positions.

ANALYSIS AND POLICY ALTERNATIVES

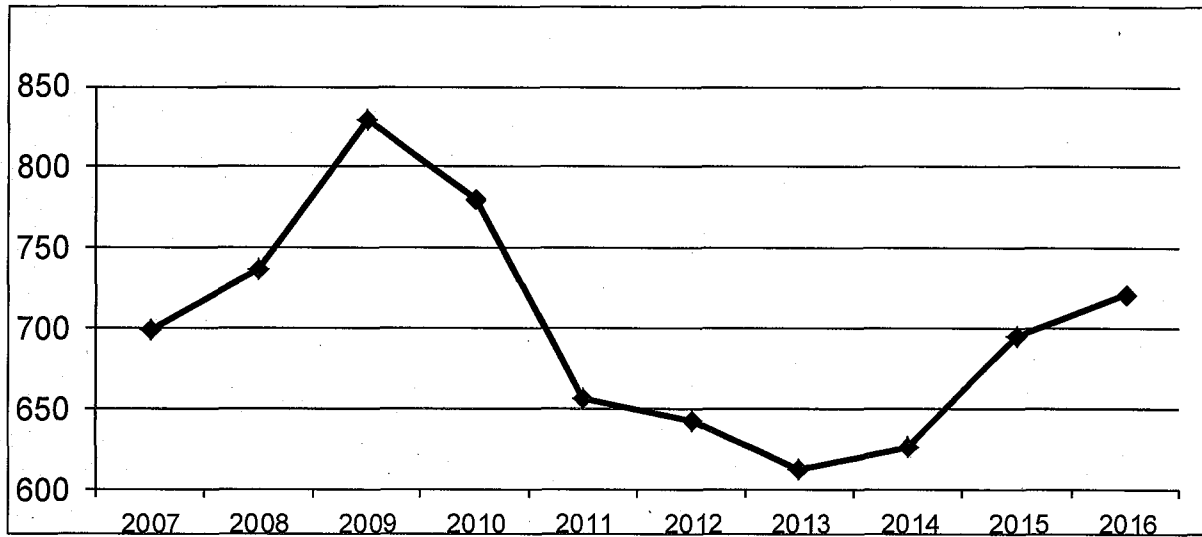
Table 1: Staffing Levels as of January 1st: 2007-2016

Year	Sworn Staffing
2007	699
2008	736
2009	830
2010	780
2011	656

Year	Sworn Staffing
2012	642
2013	613
2014	626
2015	695
2016	721

Item: _____
Public Safety Committee
September 13, 2016

Figure 1: Sworn Staffing on January 1st of Each Year: 2007-2016



As of July 31, 2016, OPDs actual sworn staffing was 768 sworn officers; the authorized staffing level per the Approved FY 2016-17 Policy Budget is 776 sworn officers. The total of 768 includes 10 officers from the 2013 DOJ/COPS Hiring Grant; 15 officers from the 2014 COPS grant; 15 officers from the 2015 DOJ/COPS Hiring Grant; and approximately 63 officers associated with Oakland's voter approved public safety measure (Measure Z, 2014). See Page No. 7 for an attrition analysis.

Demographics – Sworn Staffing

Figure 2 below shows that as of July 31, 2016, 72 sworn members or, 9 percent, were Oakland residents. Additionally, Table 2 demonstrates that 11 Police Officer Trainees (POTs) or 17 percent were Oakland residents. OPD has prioritized attracting a racially diverse and multilingual workforce of qualified officers that includes Oakland residents.

Figure 2: Residency by County of Sworn OPD Members

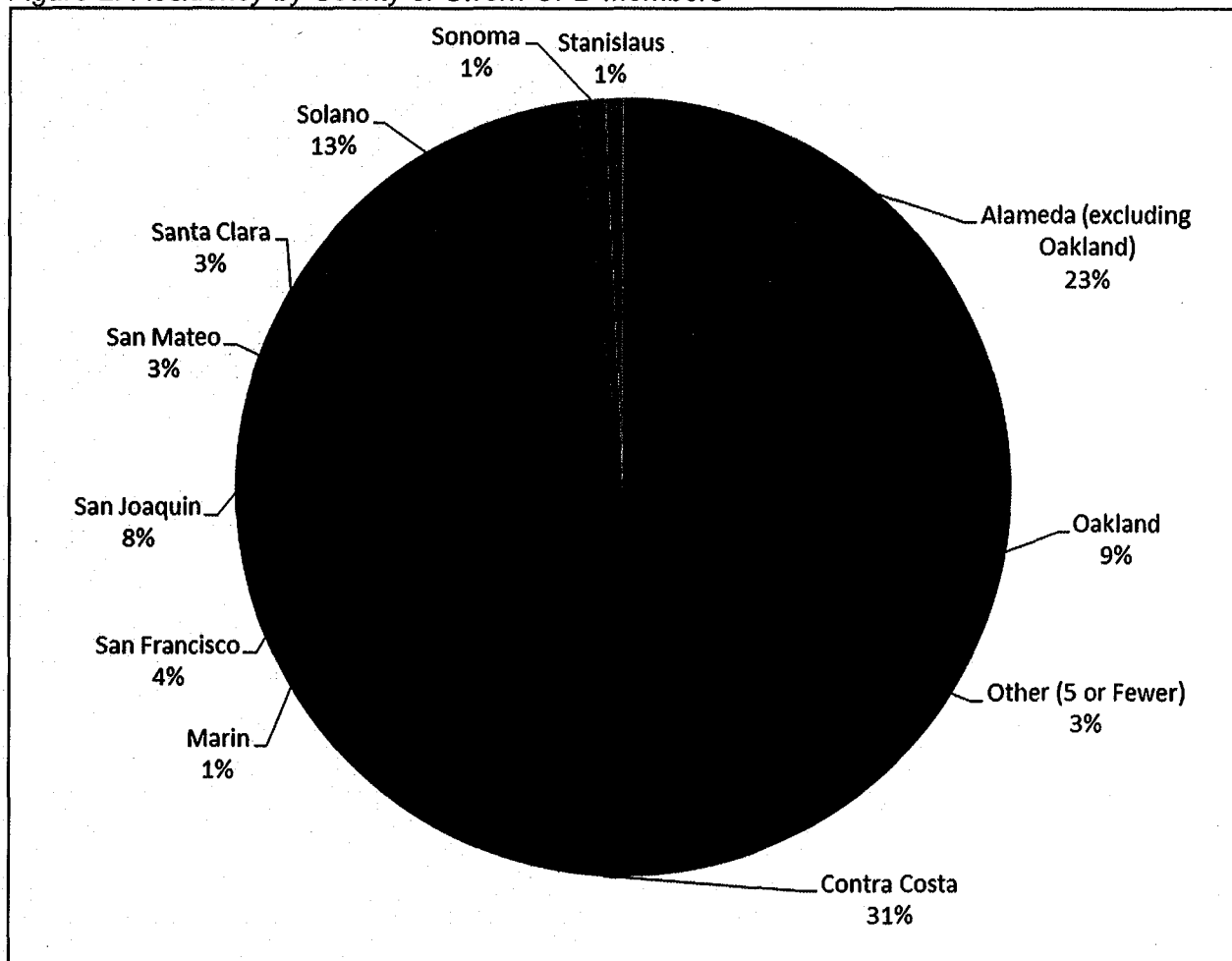


Table 2: OPDs 175th and San Francisco¹ Police Department's #251st, 252nd, and 253rd Basic Academies

Gender		Ethnicity		Residency		Language		Education	
Female	13	Asian	8	Oakland	11	Chinese	4	High School	6
Male	53	Black	11	Other	55	Spanish	15	Some College	27
		Filipino	1			Neither	47	Associate's	9
		Hispanic	21					Bachelor's	19
		Other	4					Master's/Above	5
		White	21						
Total	66	Total	66	Total	66	Total	66	Total	66

¹ OPD currently has a total 15 OPD POTs attending three different SFPD academies. OPD has been collaborating with SFPD as per an agreement between the Mayors of Oakland and San Francisco. However, OPD has no current plans to send additional POTs to future SFPD academies.

Table 3: Ethnicity and Gender – All OPD Sworn Staff as of July 31, 2016

Race	Female		Male	
	Count	Percentage	Count	Percentage
Asian	8	8.4%	92	13.7%
Black	24	25.3%	116	17.2%
Filipino	1	1.1%	16	2.4%
Hispanic	22	23.2%	161	23.9%
Native American	1	1.1%	2	0.3%
Undeclared-Other	2	2.1%	9	1.3%
White	37	38.9%	266	39.5%
Unknown	-	--	11	1.6%
Total	95	100%	673	100%

Table 4: Ethnicity by Year – All OPD Sworn Staff as of July 31, 2016

Race	US 2010 Census-Oakland Pop.	OPD 2013	OPD 2014	OPD 2015	OPD 2016
White	34.5%	43.0%	42.0%	40.1%	39.5%
Black	28.0%	20.0%	18.8%	19%	18.2%
Asian	16.8%	20.9%	12.7%	14.4%	15.2%
Hispanic	25.4%	19.0%	21.2%	23.4%	23.8%
Other ²	--	--	5.3%	3.1%	3.2%
Female	14.3% ^{3,4}	12.0%	12.0%	11.9%	12.4%
Male	85.7% ⁵	88.0%	88.0%	88.1%	87.6%

Table 5: Demographic Information on Academies since 2012

Class	Starting Date	Starting Number	Gender	Oakland Resident	Language	Ending Date	Ending Number
166th	17 Sep 12	57	15 Females 42 Males	7	8 Cantonese/Mandarin 4 Spanish	3/20/13	39
167th	25 Mar 13	51	7 Females 44 Males	6	5 Cantonese/Mandarin 12 Spanish	9/20/13	36
168th	30 Sep 13	57	8 Females 49 Males	6	0 Cantonese/Mandarin 19 Spanish	4/4/14	47

² Other includes Unknown, Native American, and Undeclared

³ 2007 data: gender ratio of police officers in the U.S. Source: U.S. Department of Justice. Office of Justice Programs Bureau of Justice Statistics, Local Police Department, 2007

⁴ Percent of U.S. law enforcements officers who were female at time of 2007 data

⁵ Percent of U.S. law enforcements officers who were male at time of 2007 data

Table 5: Demographic Information on Academies since 2012 (continued)

3rd Lateral	9 Dec13	4	4 Males	0	0 Cantonese/Mandarin 1 Spanish	2/7/14	4
169th	30 Dec 13	55	8 Females 47 Males	2	0 Cantonese/Mandarin 13 Spanish	7/3/14	34
ACSO	17 Mar 14	24	3 Females 21 Males	1	3 Cantonese/Mandarin 3 Spanish	9/23/14	13
170th	28 Apr 14	57	9 Females 48 Males	10	3 Cantonese/Mandarin 10 Spanish	2/3/15	35
4 th Lateral	22 Sep 14	7	1 Female 6 Males	0	0 Cantonese/Mandarin 2 Spanish	11/27/14	5
171 st	29 Sep 14	60	10 Females 50 Males	15	5 Cantonese/Mandarin 9 Spanish	4/3/15	35
5 th Lateral	23 Feb 15	9	9 Males	1	1 Cantonese/Mandarin 0 Spanish	5/1/15	7
172 nd	27 Apr 15	58	19 Females 39 Males	15	1 Cantonese/Mandarin 14 Spanish	10/30/15	35
6 th Lateral	18 May 15	6	6 Males	1	0 Cantonese/Mandarin 0 Spanish	7/24/15	6
SFPD #247	8 Jun 15	5	5 Males	0	0 Cantonese/Mandarin 0 Spanish	1/15/16	3
173 rd	6 Jul 15	53	9 Females 44 Males	11	4 Cantonese/Mandarin 10 Spanish	1/8/16	33
SFPD #248	3 Aug 15	5	5 Males	1	0 Cantonese/Mandarin 0 Spanish	3/11/16	3
SFPD #249	26 Oct 15	5	1 Female 4 Males	1	0 Cantonese/Mandarin 0 Spanish	6/3/16	5
174 th	16 Nov 15	60	15 Females 45 Males	9	4 Cantonese/Mandarin 11 Spanish	5/20/16	44
SFPD #251	1 Feb 16	5	1 Female 4 Males	2	1 Cantonese/Mandarin 0 Spanish	9/23/16	Pending

SFPD #252	14 Mar 16	5	2 Female 3 Males	0	0 Cantonese/Mandarin 2 Spanish	11/04/16	Pending
SFPD #253	11 Apr 16	6	3 Females 3 Males	0	0 Cantonese/Mandarin 2 Spanish	12/2/16	Pending
175 th	11 Jul 16	50	7 Females 43 Males	9	3 Cantonese/Mandarin 10 Spanish	01/27/17	Pending

Actual Staffing and Projections

The Oakland City Council passed Resolution No. 84767 C.M.S. on December 10, 2013, which requires that the OPD staffing report contain an analysis of any deviations between the expected and actual staffing levels, the expected hiring methods, and alternative hiring options for achieving budgeted staffing as quickly as possible. Table 6 below provides actual and projected sworn staffing for the current FY 2016-2017 Hiring Plan, as approved in the FY 2015-2017 Policy Budget. This data is accurate as of July 31, 2016.

Table 6: Actual Sworn Staffing (as of July 31, 2016) and Sworn Staffing Projections

Year	2016						2017					
	Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Filled	773	768	762	759	753	750	747	776	770	764	758	787
Attrition	(5)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)
Hires	0	0	3	0	3	3	35	0	0	0	35	0
Ending Filled	768	762	759	753	750	747	776	770	764	758	787	781
Authorized	776	776	776	776	776	776	777	777	777	777	777	777
Over (Under) Authorized	(8)	(14)	(17)	(23)	(26)	(29)	(1)	(7)	(13)	(19)	10	4
Hiring Plan	777	771	770	764	758	752	786	780	774	768	762	796
Over (Under)	(9)	(9)	(11)	(11)	(8)	(5)	(10)	(10)	(10)	(10)	25	(15)
New POT Hiring Pipeline	SFPD Academies: 251 st , 252 nd , 253 rd = 3 POTs each						175th Academy (ends Jan '17 = 30 POTs)					

Table 7: OPD Positions - Authorized and Filled

Type	Budget Authorized Positions	Authorized	Filled	+/-
Sworn	Chief of Police	1	0	-1
	Assistant Chief	1	0	-1
	Deputy Chief	4	4	0
	Captain	9	9	0
	Lieutenant	27	26	-1
	Sergeants	129	125	-4
	Police Officers	605	604	-1
	Total Sworn	776	768	-8
Non-Sworn	Full-time and Part-time	444.7	395.2	-49.5
	Total Personnel	1220.7	1163.2	-57.5

Tables 8: Staff Funding Sources for Sworn and Civilian Positions for FY 2016-17

Sworn Positions	FTE	Civilian Positions	FTE
General Fund: General Purpose	668	General Fund: General Purpose	414.55
Alameda Co. Vehicle Abatement	1	Alameda Co. Vehicle Abatement	1.00
Measure Z	63	Measure Z	2.00
Traffic Safety Fund	2	Traffic Safety Fund	15.65
False Alarm Reduction Program	1	False Alarm Reduction Program	6.50
COPS 2013	10	US Department of Justice	3.00
COPS 2014	15	Workers' Comp. Insurance	2.00
COPS 2015	15		
False Alarm Reduction Program	1		
Grand Total	776	Grand Total	444.7

Table 9: Sworn Attrition Data: Aug 1, 2015 through July 31, 2016

	2015					2016							Total
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Jul	
Disability Retirement	2	2	2	4	1	1	1		1	2	3	1	20
Resignation (non-FTO*)		1	2	2		1	1	2		4	1	1	15
Resignation FTO	1	1	1	1	2	1		5				2	14
Resignation Other Agency	1												1
Service Retirement	1	2	1	3	1	4	1	2	1	1		1	18
Termination								2		1			3
FTO Termination		2			1						1		4
Deceased		1											1
Grand Total	5	9	6	10	5	7	3	11	2	8	5	5	76

*FTO = Field Training Officer – an officer who has completed the basic academy but is still in the OPD field training program.

OPD experienced an average attrition rate of 6.33 officers per month (76 officers over the 12 month period), which is slightly above the projected attrition rate of 6 officers per month (72 per year).

Table 10: Sworn Attrition Analysis Aug1, 2015 through July 31, 2016

Reason for Separation	Average Age at Separation	Number of Separations
Disability Retirement	40.1	20
Resignation (non FTO)	40.3	15
Resignation (FTO)	41.5	14
Resignation - Other Agency	41.4	1
Service Retirement	40.2	18
Termination	38.5	3
Termination (FTO)	36.8	4
Deceased	31.0	1

Table 11: Attrition of Oakland Residents during the Testing and Hiring Process

	166 th	167 th	168 ^{th*}	169 th	ACSO	170 th	171 st	172 nd	173 rd , SF247	174 th , SF248, SF249, SF251, SF252	175 th , SF253
Applications Received	282	186	415	271	--	316	501	526	169	225	459
Invited to Physical Ability Test (PAT)	85	59	371	262	--	267	337	495	156	209	343
Attended PAT	77	44	168	145	--	194	110	281	73	91	192
Invited to Written	254	165	151	138	--	147	94	253	64	81	161
Attended Written	155	112	133	123	--	113	77	218	53	67	138
Invited to Oral Interview	72	42	79	76	--	86	44	145	37	36	77
Attended Oral Interview	63	39	66	59	--	55	33	118	28	32	62
Background & Character Review	48	19	40	35	--	43	25	80	22	24	40
Invited to Academy	7	6	6	3	1	10	15	15	11	13	9
Graduated from Academy	3	3	6	2	1	10	9	7	7	Pending*	Pending

* Three POTs graduated from the SF 248 academy on 3/11/16. Forty four POTs graduated from the 174th Academy on 5/20/16. Five POTs graduated from the SF 249 on 6/3/16.

Table 12: Field Training

Academy of Origin	Entered FTO ⁶	Completed FTO
6 th POST ⁷ Lateral Course	6	2
OPD 172 nd Basic Academy	35	28
OPD 173 rd Basic Academy	33	31 Final
OPD 174 th Basic Academy	44	43 Pending
SFPD 247 th Academy	3	2 Final
SFPD 248 th Academy	3	2 Pending

⁶ Field Training Officer – the position of an officer trainee in the field training program, after completing the basic academy and before becoming a sworn officer.

⁷ California Peace Officer Commission on Standards and Training

Table 13: Current Recruitment – Outreach/Media Activity

OPD Practice PAT Saturday July 2, 2016 (12 attendees)
Bay Area Black Expo, Saturday July 23, 2016 (400 attendees)
Sac Jobs.com Career Fair, Thursday, July 28, 2016 (250 attendees)

Table 14: OPD Recruitment Data – Current Academies

Police Hiring Steps: 174 th Academy & SFPD 249, 251 & 252	Testing/ Time Frame	Total	Percent of Total	Percent Not Advanced	Number of Oakland Residents	Percent of General Total Oakland Residents	Percent of Oakland Residents Not Advanced
Applications Received	3/9/2015-5/29/2015	1496	100%	0%	225	15%	0%
Invited to PAT*		1428	95%	-5%	209	14%	-7%
Attended PAT	4/11/2015-6/13/2015	889	59%	-41%	91	6%	-60%
Invited to Written		598	40%	-60%	81	5%	-64%
Attended Written	4/30/2015-7/28/2015	503	34%	-66%	67	4%	-70%
Invited to Oral Interview		323	22%	-78%	36	2%	-84%
Attended Oral Interview	6/9/2015-8/25/2015	251	17%	-83%	32	2%	-86%
Referred to OPD on eligibility list	7/1/2015-9/10/2015	184	12%	-88%	24	2%	-89%
Invited to Academy	10/26/2015-04/11/2016	81	5%	-95%	13	0.87%	-94%
Graduated Academy	5/20/2016, 6/3/2016, 9/23/2016, 11/4/2016 & 12/2/2016	TBD	TBD	TBD	TBD	TBD	TBD

*PAT = physical agility test

Table 14a: OPD Recruitment Data – Current Academies

Police Hiring Steps: 175th Academy & SFPD 253	Testing/ Time Frame	Total	Percent of Total	Percent Not Advanced	Number of Oakland Residents	Percent of General Total Oakland Residents	Percent of Oakland Residents Not Advanced
Applications Received	7/1/2015-1/22/2016	3017	100%	0%	459	15%	0%
Invited to PAT*		2249	75%	-25%	343	11%	-25%
Attended PAT	8/8/2015-2/13/2016	1066	35%	-65%	192	6%	-58%
Invited to Written		877	29%	-71%	161	5%	-65%
Attended Written	9/14/2015-3/15/2016	657	22%	-78%	138	5%	-70%
Invited to Oral Interview		501	17%	-83%	77	3%	-83%
Attended Oral Interview	10/12//2015-4/26/2016	389	13%	-87%	62	2%	-86%
Referred to OPD on eligibility list	11/4/2015-5/17/2016	254	8%	-92%	40	1%	-91%
Invited to Academy	4/11/2016 & 7/11/2016	56	2%	-98%	9	0.30%	-98%
Graduated Academy	12/2/2016 & 1/27/2017	TBD	TBD	TBD	TBD	TBD	TBD

*PAT = physical agility test

Table 15: Authorized Sworn Permanent Assignments within OPD

	Chief	Asst. Chief	Deputy Chief	Captain	Lieutenant	Sergeant	Officer
Office of the Chief	1	1				1	
Public Information Office							2
Internal Affairs Division				1	1	12	3
Office of the Inspector General					1	2	1
Intelligence Unit						1	6
Research & Planning							1
Bureau of Field Ops: Administration			2		1	2	1
Patrol Area 1				0	3	15	96
Patrol Area 2				1	3	13	79
Patrol Area 3				1	3	13	80
Patrol Area 4				1	3	14	79
Patrol Area 5				1	3	16	87
Support Operations Division				1	1	3	8
Traffic Section					1	3	17
Foot Patrol						2	15
Bureau of Services: Administration			1	1			
Communications Section						4	
Training Section					1	2	16
Recruiting and Background Unit						1	4
Information Technology							3
Property/ Evidence Unit							2
Bureau of Investigations			1	1			
CID: Special Victims Section					1	5	23
CID: Homicide Section					1	6	7
CID: Misdemeanor Crimes/ Task Forces					1	4	14
CID: Robbery, Burglary, Felony Assault Section					1	3	19
CID: Youth and School Services Section					1	3	15
Ceasefire				1			
Special Invest. Units					1	4	27
Total Sworn	1	1	4	9	27	129	605

Table 16: Civilian Vacancies in OPD⁸

Job Classification	Vacancies	FTE Authorized	Status
Account Clerk II	1	4	HRM – Job announcement closed on 7/29/16. Pending application screening.
Accountant II	1	2	OPD – Requested to begin new recruitment.
Crime Analyst	2	5	HRM – Review of supplemental questionnaires scheduled on 7/25/16 and 8/1/16 to establish list of qualified candidates. Oral interviews tentatively scheduled on 8/5/16.
Criminalist II/ Forensic Chemistry	1	15	OPD – Pending schedule of hiring interview dates.
Crossing Guard, PPT	1	2	HRM – Pending scheduling of exam plan meeting.
Grants Coordinator	1	1	OPD – Provisional appointed. HRM – Pending application screening.
Intake Technician 1 – Cantonese/Mandarin and 1 Spanish speaking	2	2	OPD – Pending hiring manager interview outcome.
Neighborhood Services Coordinator Cantonese/Mandarin speaking	1	10	OPD – 1 candidate name referred to Recruiting and Backgrounds. Pending background investigation completion.
Police Cadet – private funding	4	21	OPD – Pending hiring requisition for two (2) Police Cadets. HRM – Written exam, oral interviews and physical agility testing scheduled for 8/6/16.
Police Communications Manager	1	1	HRM - Pending "Exempt status" resolution to be presented to City Council for review and approval in August. Job specs tentatively scheduled to be presented for approval to Civil Services Board on 8/18/16. OPD - Exam plan meeting will be scheduled after finalizing of job specs and exempt status by Civil Service Board.
Police Communications Supervisor	4	8	PD – Pending hiring manager interview outcome.

⁸ As of July 31, 2016 there are 48.5 vacancies – this number excludes positions where staff have been hired but have not started work

Job Classification	Vacancies	FTE Authorized	Status
Police Dispatchers	4	63	HRM – Pending names from the certified eligibility list. HRM – Pending approval of the flex staffing process of PCO to PCD. Draft process to be discussed with Local 1021, meeting schedule TBD.
Police Operators	6	11	OPD – Pending scheduling of hiring interviews to be conducted after obtaining names from PCD certified eligibility list.
Police Property Specialist	1	5	HRM – Pending job specifications approval confirmation by Civil Services Board presented on 7/21/16.
Police Property Supervisor	1	1	HRM – Pending scheduling of exam plan meeting.
Police Records Specialist	4	53	HRM – Pending list of additional names from certified eligibility. OPD – 1 candidate name referred to Recruiting and Backgrounds to begin background process.
Police Services Manager I (Personnel)	1	1	OPD - Recruitment postponed until further notice.
Police Services Manager I (IT)	1	1	OPD – Pending reclassification of position.
Police Services Technician II	3	60	OPD – 5 application packets were provided to hiring manager for review. Pending scheduling of hiring interviews.
Storekeeper II	1	1	HRM – Pending scheduling of exam plan meeting.

Table 17: Beats by Area

Area	Beat
Area 1	Beats 1-7
Area 2	Beats 8-14
Area 3	Beats 15-22
Area 4	Beats 23-28
Area 5	Beats 29-35

Table 18: Patrol Data

	Area 1	Area 2	Area 3	Area 4	Area 5
Number of officers assigned to patrol: 270	1st Watch 16 2nd Watch 18 Late Tac 9 3rd Watch 17 Total 60	1st Watch 16 2nd Watch 16 3rd Watch 16 Total 48	1st Watch 15 2nd Watch 16 3rd Watch 16 Total 47	1st Watch 17 2nd Watch 16 3rd Watch 18 Total 51	1st Watch 16 2nd Watch 23 Late Tac 8 3rd Watch 17 Total 64
Number of officers assigned to evening shifts	44	32	32	34	48
Number of officers assigned to CRO / CRT: 66	CRO 7 CRT 8	CRO 7 CRT 8	CRO 8 CRT 8	CRO 6 CRT 7	CRO 7 CRT 7
# of open beats not filled by overtime in February	1st Watch: 0 2nd Watch: 0 3rd Watch: 2	1st Watch: 0 2nd Watch: 0 3rd Watch: 1	1st Watch: 0 2nd Watch: 0 3rd Watch: 1	1st Watch: 5 2nd Watch: 0 3rd Watch: 0	1st Watch: 2 2nd Watch: 4 3rd Watch: 2

Open beats are covered on overtime.

FISCAL IMPACT

This report is for informational purposes only and does not have a direct fiscal impact or cost. However, decisions to fund additional sworn or non-sworn positions beyond levels approved in the Policy Budget will require additional funding.

PUBLIC OUTREACH / INTEREST

The Department continues to actively recruit candidates for the positions of police officer trainee and when required, lateral / post-academy graduate police officer. Recruitment efforts focus on selective language candidates, diversity and Oakland residents throughout the testing and selection process. Staff continues to seek input from community members. Staff is also researching marketing strategies that will assist in ensuring the public is aware of opportunities within the organization. Staff continues to work with community organizations to conduct hiring workshops and seek input on how to remain visible and available within the community.

COORDINATION

This report was reviewed by the Budget Office and the Office of the City Attorney.

SUSTAINABLE OPPORTUNITIES

Economic: There are no economic opportunities associated with this report.

Environmental: There are no environmental opportunities associated with this report.

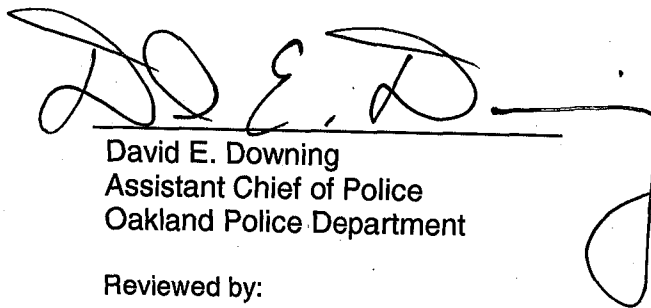
Social Equity: The Oakland Police Department strives to increase the diversity of its workforce.

ACTION REQUESTED OF THE PUBLIC SAFETY COMMITTEE

Staff recommends that the Public Safety Committee accept the OPDs monthly informational report on recruiting and sworn staffing levels as of July 31, 2016.

For questions regarding this report, please contact Kiona Suttle, Acting Personnel Manager, OPD Personnel Section, at (510) 238-6971.

Respectfully submitted,



David E. Downing
Assistant Chief of Police
Oakland Police Department

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