



SAFETY AND SERVICES OVERSIGHT COMMISSION MEETING

SSOC created by the Public Safety and Services Violence Prevention Act of 2014

Monday, September 24, 2018

6:30-9:00 pm

City Hall, 1 Frank Ogawa Plaza, Hearing Room 1

Oversight Commission Members: Chairperson: Jody Nunez (D-1), Dayna Rose (D-2), Rev. Curtis Flemming, Sr. (D-3), Vacant (D-4), Vacant (D-5), Carlotta Brown (D-6), Kevin McPherson (D-7), Troy Williams (Mayoral); Letitia Henderson Watts (At-Large),

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 for your name 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	1 Minute	AD	
3. Agenda Approval	1 Minute	AD	
4. Open Forum	5 Minutes	I	
5. Approval of Minutes from August 21, 2018	5 Minutes	A	Attachment 1
6. Human Services Department Quarterly Report Measure Z Revenue and Expenditure Report	15 Minutes	A	Attachment 2
7. Spending Plan Timeline and Overview of the Community Listening Campaign	30 Minutes	AD	Attachment 3
8. Measure Z Joint Meeting Progress	15 Minutes	A	
9. Review the remaining 2018 SSOC meeting dates	5 Minutes	A	Attachment 4
10. SSOC Budget	15 Minutes	A	
11. Schedule Planning and Pending Agenda Items	5 Minutes	A	
12. Adjournment	1 Minute	A	

A = Action Item

I = Informational Item

AD = Administrative Item A* = Action, if Needed

 This location is wheelchair accessible. To request meeting and/or examination accommodations due to disability, including ASL or alternative format materials, please contact 510-238-3294 (voice), 510-238-3254 (TTY) or nmarcus@oaklandnet.com at least three business days in advance. Please refrain from wearing scented products to this venue.

PUBLIC SAFETY AND SERVICES OVERSIGHT COMMISSION MEETING MINUTES
Tuesday, August 21, 2018
Hearing Room 1

ITEM 1: CALL TO ORDER

The meeting was called to order at 6:38 pm by Chairperson Jody Nunez.

ITEM 2: ROLL CALL – Quorum Present

Present: Chairperson Jody Nunez
Commissioner Curtis Flemming
Commissioner Henderson Watts
Vice Chairperson Kevin McPherson
Commissioner Troy Williams

Excused: N/A

Absent: Commissioner Carlotta Brown

ITEM 3: AGENDA APPROVAL

Chair Nunez asked to move Item 6, **Item 8** and Item 7 to proceed after Item 4 (Open Forum) on the agenda; Moved by Commissioner Flemming; Vice Chairperson McPherson seconded; Approved by common consent

ITEM 4: OPEN FORUM

2 Public Speakers.

ITEM 6: Ceasefire Evaluation Presentation

Presentation by Ceasefire staff for the implementation period of 2012-2017.

The Ceasefire Program was implemented in response to pressure by OCO (Oakland Community Organizations) in response to homicides that were occurring. The Ceasefire strategy utilizes Measure Z funds and is mandated to have evaluations on the status of the strategy.

Ceasefire is a partnership between criminal justice, social service, and community groups implemented in 2012.

Dr. Anthony Braga from Northwestern University and Dr. Rod Brunson from Rutgers University provided a presentation on their evaluation findings.

Discussion:

- Commissioner Henderson Watts would like to see the cost benefit of strategy – OPD staff to return with cost analysis
 - Money spent & resources going into the strategy
 - Cost per homicides and shootings

- Commissioner Williams would like to see that raw data be included – Dr. Braga still working on the individual impact, Mathematica evaluation to cover services offered to Ceasefire participants
- Continue to work on building community trust; and change how officers interact with the community
- Chairperson Nunez asked that the work be better publicized and include the work Oakland Unite does in partnership with Ceasefire

Commissioner Henderson Watts recommendation

- requested that Recommendation 1 from the evaluation be proceeded with caution during the process until the environment is welcoming
- Diversion services for at-risk young people
- Stay ahead of the trends especially through social media
- Untreated and undiagnosed psychological trauma in high crime communities

1 Public Speaker.

ITEM 8: Scope of Development for Measure Z – Joint Meeting

Staff provided a draft overview on how the meeting would look like:

- 41 people in attendance
- Reports from all departments i.e., OPD, Ceasefire, Community Policing, OFD, Oakland Unite, Department of Violence Prevention, Youth Update via Brooklyn Williams
- Community Input

Challenges for holding a joint meeting are: location of meeting, meeting date, time and length of meeting, chair of meeting, who should facilitate the meeting.

Chairperson Nunez nominated Commissioner Henderson Watts and Commissioner Williams along with Chairperson Nunez to form ad hoc committee

Items to come back to SSOC for discussion

- Staff to confirm whom is charged with chairing the joint meeting
- Item to return to the meeting of September 24th for further discussion
- Budget to discuss funding for a facilitator and/or consultant to help with the meeting

Commissioner Flemming moved that this item be placed on the agenda for the next regular meeting of the SSOC on September 24, 2018; approved by common consent

1 Public Speaker.

ITEM 5: APPROVAL OF MINUTES FROM JULY 23, 2018

Commissioner Henderson Watts asked that under Item 6 be changed to include that “Commissioner Henderson Watts” recommended OFD items.

Commissioner Flemming asked that his name be corrected throughout the minutes.

No Public Speakers.

ITEM 7: OPD Community Policing Policy Review with CPAB recommendations

SSOC recommendations to the Policing Policy on July 23,2018 were:

1. Recommended that the Job Descriptions and Expectations for all positions could have more “depth” added to them and be less general.
2. Suggested that due to the cultural and racial biases discussed on NextDoor that other/additional platforms for connecting with the community to notify the community of meetings be used.

Comments made by Community Policing Advisory Board (CPAB) and by SSOC Commissioners at the July SSOC meeting to be reviewed and incorporated into the policy if applicable.

No motion required. Recommendations will be sent to OPD to incorporate the recommendation into the policy.

No Public Speakers.

ITEM 9: SSOC Budget – Continued to next meeting

ITEM 10: No discussion

ITEM 11: Adjournment 9:10pm by common consent



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MEMORANDUM

TO: Public Safety and Services Oversight Committee
FROM: Peter Kim and Josie Halpern-Finnerty, Oakland Unite
DATE: September 14, 2018
SUBJECT: Human Services Department Measure Z Revenue and Expenditure Report

The purpose of this report is to provide the Public Safety and Services Oversight Committee (SSOC) with information regarding Human Services Department (HSD) Measure Z/Safety and Services Act expenditures for the previous period.

Narratives for HSD's Measure Z/Safety and Services Act expenditures during the months of January – March 2018 are attached. These narratives correspond to the *Budget and Year-to-Date Expenditures* report provided by the Controller's Office for those months. Final April – June 2018 expenditure reports were not available from the Controller's Office in time to be included in this report.

For questions regarding this memo and attached narratives, please contact:

Josie Halpern-Finnerty, Oakland Unite

JHalpern-Finnerty@oaklandnet.com

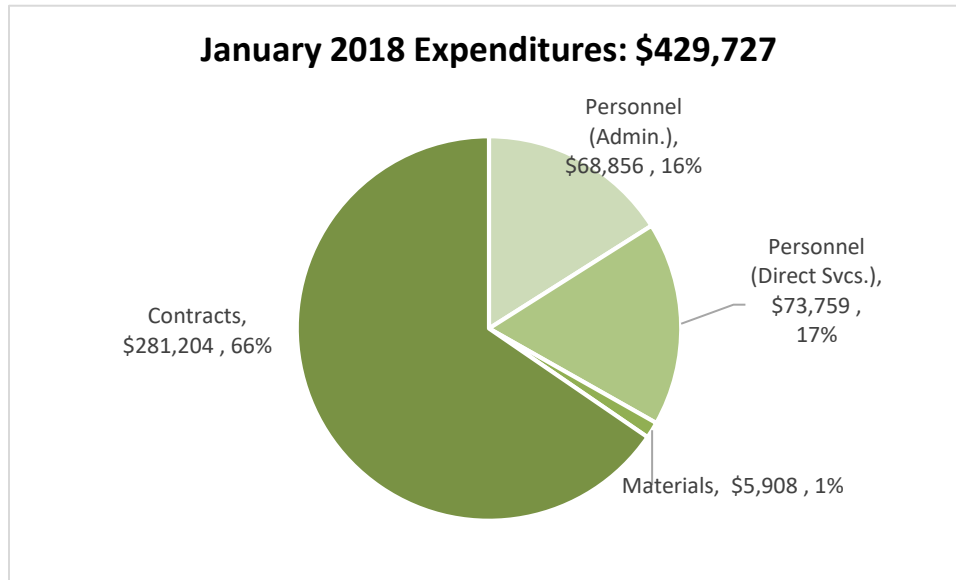
510-238-2350

**Violence Prevention and Public Safety Act of 2014 (Measure Z)
FY 2017-18 Budget & Year-to-Date Expenditures
for the Period Ending January 31, 2018**

	FTE	Budget	January	Encumbered	Year-to-Date [1 July 2017-30 June 2018]	(Uncollected/ Unspent)
ANNUAL REVENUES						
Voter Approved Special Tax		16,260,883	-	-	8,325,556	(7,935,327)
Parking Tax		10,387,475	642,005	-	4,905,196	(5,482,279)
Interest & Other Misc.		-	12,225	-	57,461	57,461
Total ANNUAL REVENUES		\$ 26,648,358	\$ 654,230	\$ -	\$ 13,288,214	\$ (13,360,144)
ANNUAL EXPENDITURES						
City Administrator						
Personnel		(30,988)	-	-	-	(30,988)
Materials		11,123	248	-	2,403	8,720
Contracts		754,284	33,831	33,812	206,150	514,322
City Administrator Total	0.00	\$ 734,419	\$ 34,079	\$ 33,812	\$ 208,552	\$ 492,055
Department of Violence Prevention						
Personnel		107,233	-	-	-	107,233
Materials		6,000	-	-	2,463	3,537
Contracts		537,050	-	-	-	537,050
Overheads and Prior Year Adjustments		67,207	-	-	-	67,207
Violence Prevention Total	1.50	\$ 717,490	\$ -	\$ -	\$ 2,463	\$ 715,027
Finance Department						
Contracts		(222,577)	-	2,000	166,216	(390,793)
Finance Department Total	0.00	\$ (222,577)	\$ -	\$ 2,000	\$ 166,216	\$ (390,793)
Fire Department						
Personnel		2,000,000	500,000	-	1,000,000	1,000,000
Fire Department Total	0.00	\$ 2,000,000	\$ 500,000	\$ -	\$ 1,000,000	\$ 1,000,000
Human Services Department						
Personnel		2,416,398	142,616	-	978,531	1,437,867
Materials		673,647	5,908	7,270	61,230	605,147
Contracts		9,467,444	281,204	4,618,698	2,564,035	2,284,711
Overheads and Prior Year Adjustments		3,883	-	-	-	3,883
Human Services Department Total	14.30	\$ 12,561,372	\$ 429,728	\$ 4,625,968	\$ 3,603,796	\$ 4,331,608
Mayor						
Personnel		241,470	99,504	-	150,764	90,706
Overheads and Prior Year Adjustments		209	-	-	-	209
Mayor Total	0.40	\$ 241,679	\$ 99,504	\$ -	\$ 150,764	\$ 90,915
Police Department						
Personnel		14,949,169	4,473,720	-	9,586,630	5,362,539
Materials		603,360	40,432	40,008	106,579	456,773
Contracts		533,346	-	216,335	53,750	263,261
Overheads and Prior Year Adjustments		68,654	62,887	-	62,887	5,767
Police Department Total	65.50	\$ 16,154,529	\$ 4,577,039	\$ 256,342	\$ 9,809,846	\$ 6,088,340
GRAND TOTAL EXPENDITURES	81.70	\$ 32,186,911	\$ 5,640,350	\$ 4,918,122	\$ 14,941,638	\$ 12,327,151

* NOTE: These are unaudited numbers

Violence Prevention & Public Safety Act (Measure Z) Human Services Department Expenditure Summary



PERSONNEL

A total of **\$142,615** went towards personnel costs for the month. \$68,856 went towards (9) FTE administrative staff, the remaining \$73,759 went towards (8) FTE direct service staff.

MATERIALS

A total of **\$5,908** in materials costs are made up of both administrative and programmatic expenses. \$3,590 went towards administrative expenses including: city parking charges for meeting attendees and staff tuition benefits. The remaining \$2,318 went towards approved programmatic expenses including: client support incentives and supplies.

CONTRACTS

A total of **\$281,204** included \$246,012 in costs associated with issuing grant payments for Fiscal Year 2017-2018 contracts. The remaining \$35,192 was for costs associated with paying Pathways Consultants and Bright Research Group to provide technical assistance on employer engagement strategies and grantee skill development.

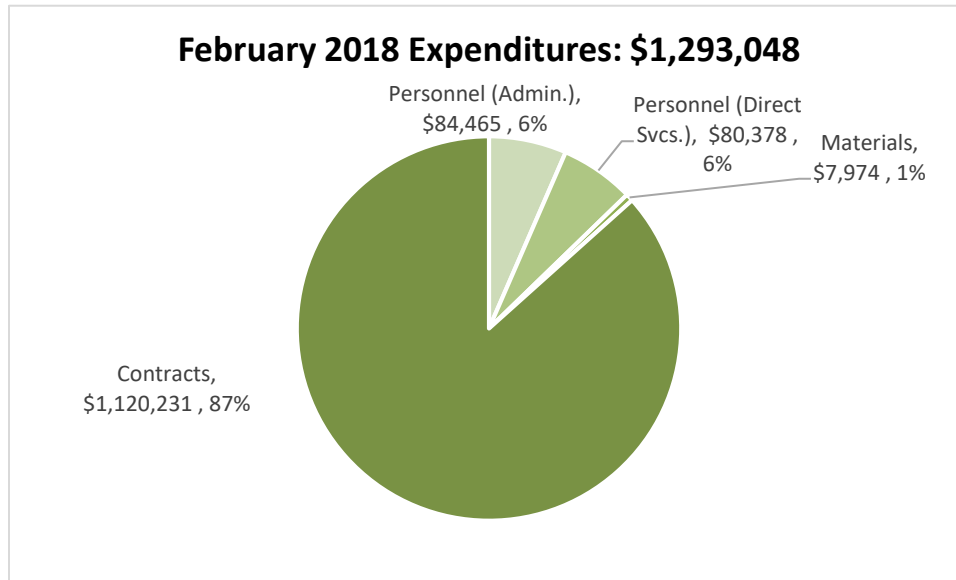
FY 17-18 Quarter 2 Grant Payments		
Sub-Strategy	Grantee	Amount Paid
Youth Life Coaching	The Mentoring Center	\$20,000
Adult Life Coaching	Roots Community Health Center	\$29,000
	The Mentoring Center	\$70,000
	Abode Services	\$31,308
Youth Employment and Education Support	Youth Radio	\$12,704
Adult Employment and Education Support	Civicorps	\$50,000
Community Asset Building	Bay Area Women Against Rape	\$33,000

**Violence Prevention and Public Safety Act of 2014 (Measure Z)
FY 2017-18 Budget & Year-to-Date Expenditures
for the Period Ending February 28, 2018**

	FTE	Budget	February	Encumbered	Year-to-Date [1 July 2017-30 June 2018]	(Uncollected/ Unspent)
ANNUAL REVENUES						
Voter Approved Special Tax		16,260,883	-	-	8,325,556	(7,935,327)
Parking Tax		10,387,475	919,577	-	5,824,773	(4,562,702)
Interest & Other Misc.		-	6,133	-	63,594	63,594
Total ANNUAL REVENUES		\$ 26,648,358	\$ 925,709	\$ -	\$ 14,213,923	\$ (12,434,435)
ANNUAL EXPENDITURES						
City Administrator						
Personnel		(30,988)	-	-	-	(30,988)
Materials		11,123	-	-	2,403	8,720
Contracts		754,284	21,469	12,343	227,619	514,322
City Administrator Total	0.00	\$ 734,419	\$ 21,469	\$ 12,343	\$ 230,021	\$ 492,055
Department of Violence Prevention						
Personnel		107,233	-	-	-	107,233
Materials		6,000	-	-	2,463	3,537
Contracts		537,050	-	-	-	537,050
Overheads and Prior Year Adjustments		67,207	-	-	-	67,207
Violence Prevention Total	1.50	\$ 717,490	\$ -	\$ -	\$ 2,463	\$ 715,027
Finance Department						
Contracts		(222,577)	-	2,000	166,216	(390,793)
Finance Department Total	0.00	\$ (222,577)	\$ -	\$ 2,000	\$ 166,216	\$ (390,793)
Fire Department						
Personnel		2,000,000	-	-	1,000,000	1,000,000
Fire Department Total	0.00	\$ 2,000,000	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Human Services Department						
Personnel		2,352,968	164,843	-	1,143,374	1,209,594
Materials		685,077	7,974	7,343	69,204	608,530
Contracts		9,519,444	1,120,231	3,498,467	3,684,266	2,336,711
Overheads and Prior Year Adjustments		3,883	-	-	-	3,883
Human Services Department Total	14.30	\$ 12,561,372	\$ 1,293,048	\$ 3,505,810	\$ 4,896,844	\$ 4,158,718
Mayor						
Personnel		241,470	-	-	150,764	90,706
Overheads and Prior Year Adjustments		209	-	-	-	209
Mayor Total	0.40	\$ 241,679	\$ -	\$ -	\$ 150,764	\$ 90,915
Police Department						
Personnel		14,949,169	1,119,069	-	10,705,699	4,243,469
Materials		603,360	23,243	34,241	129,821	439,298
Contracts		533,346	-	306,680	53,750	172,916
Overheads and Prior Year Adjustments		68,654	-	-	62,887	5,767
Police Department Total	65.50	\$ 16,154,529	\$ 1,142,312	\$ 340,920	\$ 10,952,158	\$ 4,861,450
GRAND TOTAL EXPENDITURES	81.70	\$ 32,186,911	\$ 2,456,829	\$ 3,861,073	\$ 17,398,467	\$ 10,927,371

* NOTE: These are unaudited numbers

**Violence Prevention & Public Safety Act (Measure Z)
Human Services Department Expenditure Summary**



PERSONNEL

A total of **\$164,843** went towards personnel costs for the month. \$84,465 went towards (9) FTE administrative staff, the remaining \$80,378 went towards (8) FTE direct service staff.

MATERIALS

A total of **\$7,974** in materials costs are made up of both administrative and programmatic expenses. \$264 went towards administrative expenses including: city parking charges for meeting attendees and phone costs. The remaining \$7,710 went towards approved programmatic expenses including: client support incentives and supplies.

CONTRACTS

A total of **\$1,120,231** included \$1,104,899 in costs associated with issuing grant payments for Fiscal Year 2017-2018 contracts. The remaining \$15,332 was for costs associated with paying Bright Research Group to provide technical assistance on grantee skill development.

FY 17-18 Quarter 2 Grant Payments		
Sub-Strategy	Grantee	Amount Paid
Youth Life Coaching	East Bay Agency for Children	\$13,706
	East Bay Asian Youth Center	\$57,000
	MISSEY Inc	\$31,000
	Oakland Unified School District– Alternative Edu.	\$80,000
	Oakland Unified School District– Enrollment Coord.	\$16,000
	Youth ALIVE!	\$43,204
Adult Life Coaching	California Youth Outreach	\$70,000

**Violence Prevention & Public Safety Act (Measure Z)
Human Services Department Expenditure Summary**

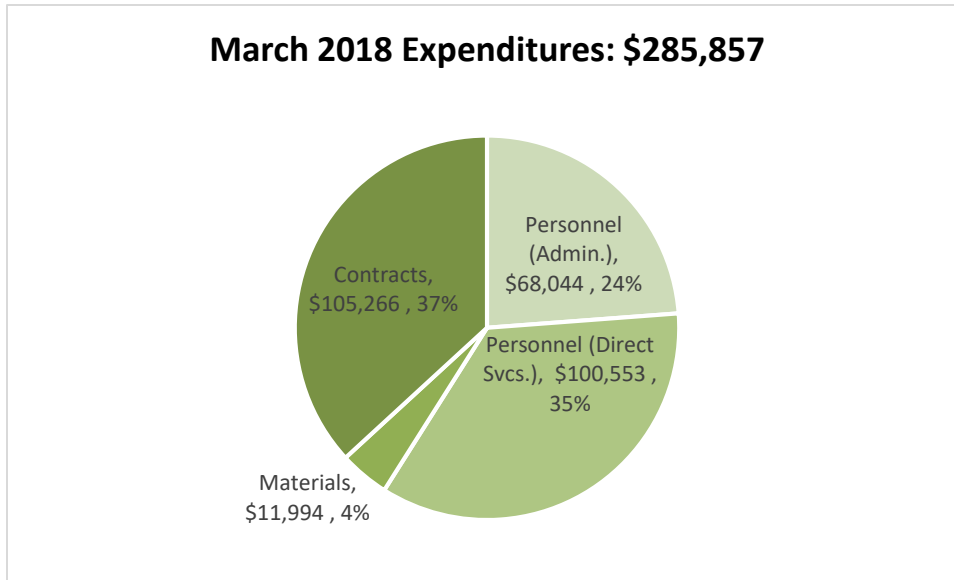
FY 17-18 Quarter 2 Grant Payments		
Sub-Strategy	Grantee	Amount Paid
Youth Employment and Education Support	Alameda County Office Of Education	\$37,288
	Bay Area Community Resources	\$31,795
	Youth Employment Partnership	\$45,476
	Youth Radio	\$41,522
Adult Employment and Education Support	Beyond Emancipation	\$22,968
	Building Opportunities For Self Sufficiency	\$42,500
	Center For Employment Opportunities	\$80,000
	Oakland Private Industry Council	\$35,101
Shooting and Homicide Response	California Youth Outreach - Oakland Inc	\$20,000
	Catholic Charities Of The East Bay	\$58,217
	Youth ALIVE!	\$31,019
Street Outreach	Youth ALIVE!	\$197,735
Family Violence and CSEC Response	MISSEY INC	\$16,000
	Family Violence Law Center	\$90,000
Innovation	Community Works West Inc	\$19,500
	Seneca Center For Children	\$24,867

Violence Prevention and Public Safety Act of 2014 (Measure Z)
FY 2017-18 Budget & Year-to-Date Expenditures
Preliminary for the Period Ending March 31, 2018

	FTE	Budget	March	Encumbered	Year-to-Date [1 July 2017-30 June 2018]	(Uncollected)/ Unspent
ANNUAL REVENUES						
Voter Approved Special Tax		16,260,883	2,814,930	-	11,140,486	(5,120,397)
Parking Tax		10,387,475	808,688	-	6,633,461	(3,754,014)
Interest & Other Misc.		-	-	-	63,594	63,594
Total ANNUAL REVENUES		\$ 26,648,358	\$ 3,623,618	\$ -	\$ 17,837,540	\$ (8,810,817)
ANNUAL EXPENDITURES						
City Administrator						
Personnel		(30,988)	-	-	-	(30,988)
Materials		11,123	-	-	2,403	8,720
Contracts		754,284	51,768	438,990	279,387	35,907
City Administrator Total	0.00	\$ 734,419	\$ 51,768	\$ 438,990	\$ 281,790	\$ 13,640
Department of Violence Prevention						
Personnel		107,233	-	-	-	107,233
Materials		6,000	-	-	2,463	3,537
Contracts		537,050	-	-	-	537,050
Overheads and Prior Year Adjustments		67,207	-	-	-	67,207
Violence Prevention Total	1.50	\$ 717,490	\$ -	\$ -	\$ 2,463	\$ 715,027
Finance Department						
Contracts		(222,577)	2,000	-	168,216	(390,793)
Finance Department Total	0.00	\$ (222,577)	\$ 2,000	\$ -	\$ 168,216	\$ (390,793)
Fire Department						
Personnel		2,000,000	-	-	1,000,000	1,000,000
Fire Department Total	0.00	\$ 2,000,000	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Human Services Department						
Personnel		2,352,968	168,597	-	1,311,971	1,040,997
Materials		688,077	11,994	7,204	81,198	599,675
Contracts		9,516,444	105,266	3,393,201	3,789,532	2,333,711
Overheads and Prior Year Adjustments		3,883	-	-	-	3,883
Human Services Department Total	14.30	\$ 12,561,372	\$ 285,857	\$ 3,400,405	\$ 5,182,701	\$ 3,978,266
Mayor						
Personnel		241,470	-	-	150,764	90,706
Overheads and Prior Year Adjustments		209	-	-	-	209
Mayor Total	0.40	\$ 241,679	\$ -	\$ -	\$ 150,764	\$ 90,915
Police Department						
Personnel		14,949,169	1,259,881	-	11,965,580	2,983,589
Materials		603,360	18,988	37,010	148,809	417,541
Contracts		533,346	-	349,141	53,750	130,455
Overheads and Prior Year Adjustments		68,654	-	-	62,887	5,767
Police Department Total	65.50	\$ 16,154,529	\$ 1,278,868	\$ 386,151	\$ 12,231,026	\$ 3,537,351
Oakland Parks & Recreation Department						
Personnel		-	30	-	30	(30)
Oakland Parks & Recreation Department Total	0.00	\$ -	\$ 30	\$ -	\$ 30	\$ (30)
GRAND TOTAL EXPENDITURES	81.70	\$ 32,186,911	\$ 1,618,523	\$ 4,225,545	\$ 19,016,990	\$ 8,944,376

* NOTE: These are unaudited numbers

**Violence Prevention & Public Safety Act (Measure Z)
Human Services Department Expenditure Summary**



PERSONNEL

A total of **\$168,597** went towards personnel costs for the month. \$68,044 went towards (9) FTE administrative staff, the remaining \$100,553 went towards (8) FTE direct service staff.

MATERIALS

A total of **\$11,994** in materials costs are made up of both administrative and programmatic expenses. \$449 went towards administrative expenses including: city parking charges for meeting attendees and supplies. The remaining \$11,545 went towards approved programmatic expenses including: client support incentives and supplies.

CONTRACTS

A total of **\$105,266** included \$82,219 in costs associated with issuing grant payments for Fiscal Year 2017-2018 contracts. The remaining \$23,047 was for costs associated with paying Bright Research Group to provide technical assistance on grantee skill development.

FY 17-18 Quarter 2 Grant Payments		
Sub-Strategy	Grantee	Amount Paid
Youth Life Coaching	East Bay Agency for Children	\$27,294
Street Outreach	Building Opportunities for Self-Sufficiency	\$37,887
CSEC Response	Bay Area Women Against Rape	\$17,038



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MEMORANDUM

TO: Public Safety and Services Oversight Commission
FROM: Peter Kim, Interim Director, Department of Violence Prevention
 Josie Halpern-Finnerty, Interim Manager, Oakland Unite Programs
DATE: September 14, 2018
SUBJECT: Spending Plan Timeline and Overview of the Community Listening Campaign

PURPOSE

This memo provides a timeline of items that Oakland Unite will bring the Safety and Services Oversight Commission in the next few months to inform the 3-year spending plan. Oakland Unite will request input and action from the Commission to develop and finalize the spending plan. A spending plan would need to be approved by November for a Request for Proposals to be issued in January 2019.

The memo also provides an overview of the Community Listening Campaign conducted with support from Be The Change Consulting in Summer 2018. Be The Change will present a high-level overview of the Listening Campaign process and themes that emerged.

SPENDING PLAN TIMELINE OF KEY DECISIONS AND REPORTS

Meeting Date	Item	Action Requested
September 24	<ul style="list-style-type: none"> Listening Campaign Update to inform the Spending Plan 	Will request reflections and input based upon what was learned
October 22	<ul style="list-style-type: none"> Preliminary Spending Plan Thoughts 	Will request discussion and input to inform the final plan
Urban Strategies is planning two Community Leadership Summits related to DVP planning. The first is scheduled for Saturday, October 27 and the second for Saturday, November 10.		
November 26	<ul style="list-style-type: none"> Proposed Spending Plan 	Will request SSOC to review final spending plan
Pending Safety and Services Oversight Commission conversation, the Spending Plan is anticipated to go to Public Safety Committee December 4 and Full Council on December 11.		

MEMO: Spending Plan Timeline and Overview of Community Listening Campaign

LISTENING CAMPAIGN OVERVIEW

Be The Change consulting held five listening sessions with the following community groups: young adults at highest risk for gun violence, families of homicide victims, commercially sexually exploited children (CSEC), community advocacy groups and faith leaders, and Oakland Unite grantees. Additionally, the City Administrator held a listening session with the Safety and Services Oversight Commission and Oakland Unite staff led listening sessions with family violence survivors. The information gathered at these sessions was shared with Be The Change.

Be The Change developed a 2.5-hour interactive format for the listening sessions designed to gather qualitative data about Oakland's current violence intervention strategies – what's working, what can be improved, and to answer specific inquiries such as how can community members play a role in violence intervention and healing.

The sessions used a range of activities (written, oral, group, and individual) to best engage participants with different learning styles and comfort levels in a group setting. The sessions included 'sticker dot voting' to gather demographic data, a paper survey to understand the participants' familiarity with Oakland Unite services and strategies, an interactive, team bridge building activity, a series of questions discussed orally with a graphic representation of the information gathered, and a 'gallery walk' to answer questions on posters around the room. To incentivize attendance, all sessions included a hot meal, and sessions with those directly impacted by violence also included child care and a gift card.

Be The Change will share an overview of the Listening Campaign process and high-level themes that emerged at the September meeting of the Safety and Services Oversight Commission. Be The Change is currently preparing a report summarizing all the data gathered at the sessions.

MEMORANDUM

TO: Public Safety and Services Oversight Commission (SSOC)
FROM: Chantal Cotton Gaines, City Administrator's Office
DATE: November 16, 2017
SUBJECT: Proposed SSOC 2018 Meeting Calendar

SUMMARY:

The proposed 2018 calendar is attached to this memo. The dates on the calendar are the 4th Monday of each month except for holidays which fall on or adjacent to the regular meeting dates.

There are three (3) meeting dates listed as potential offsite meetings in 2018. Staff recommends only doing two (2) of these potential dates due to limited staff time and meeting costs. For the two (2) meetings held offsite in 2017, audio/visual equipment and other meeting materials cost approximately \$9,000. In addition to the actual cost, staff time is required onsite hours before and after the meeting for set up and break down as well the day before for audio/video equipment testing. Such time costs are not included in the estimate above. Limiting the offsite meetings to just two (2) in 2018 should help to control these costs and also to focus the energy in getting greater attendance for the two (2) meetings.

The SSOC should discuss this calendar, choose the preferred offsite meeting dates, and approve the calendar as amended.

NEXT STEPS:

Adoption of calendar by the SSOC and then staff will post it to the website and work with the Chair and Vice Chair on logistics and planning for offsite meetings.

ATTACHMENTS:

Proposed SSOC 2018 Meeting Calendar

Proposed SSOC 2018 Meeting Calendar

January 22, 2018

February 26, 2018

Potential Offsite: March 26, 2018

April 23, 2018

May 21, 2018 (due to holiday)

June 25, 2018

Potential Offsite: July 23, 2018

August 27, 2018

September 24, 2018

Potential Offsite: October 22, 2018

November 26, 2018

December 17, 2018