

DISTRIBUTION DATE: September 28, 2018



MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Sabrina B. Landreth

SUBJECT: City Administrator's Weekly Report

DATE: September 28, 2018

INFORMATION

Following are the key activities to be highlighted this week:

Save the Date for the upcoming Retirement Workshop- on Thursday, October 18, 2018, 9am - 4pm, in 150 Frank H. Ogawa Plaza, 2nd Floor, Classroom 1. Reservations are required. Contact Benefits Representative Nhan Hua at (510) 238-6479

This workshop is divided into three parts:
Part I -Deferred Compensation | 9:30am - 10am
Part II - Social Security | 10am - 11:30am
Part II - CalPERS | 1:30pm - 4pm

Upcoming City Of Oakland Job Announcements – During the week of October 1, the Human Resources Management Department (HRM) anticipates posting job announcements for the following positions:

- Early Childhood Center Director (Restricted)
- Recreation Program Director (Selective Language Certification – Spanish/Cantonese/Mandarin) (Restricted)

For the most up-to-date information on City jobs, please view the Employment Information page on our website at <http://agency.governmentjobs.com/oaklandca/default.cfm>. The Employment Information page also contains information on minimum qualifications of specific job classifications, how to apply for a job online and how to submit a job interest card for positions not currently posted. For more information, please contact the Human Resources Management Receptionist at (510) 238-3112.

Evening Passport Service Available - The Office of the City Clerk is offering evening hours for passport services this Fall. Evening hours will be held on the 3rd Tuesday of the month (October 16, November 20, and December 18) from 5 pm to 8 pm in Room 201 in Oakland City Hall.

Applicants will need to bring the following to their appointment:

- Original (or certified) copies of birth or naturalization certificate; or previously issued passport
- Completed DS-11 forms
- Passport photos
- Photocopies of valid government-issued identification; physical identification must also be present
- US Department of State Passport Fee (Passport Book \$110 for applicants ages 16 and over, \$80 for children ages 15 and younger; Passport Card \$30 for applicants ages 16 and over, \$15 for children ages 15 and younger. Include an additional \$60 for expedited service), payable by check or money order*
- City of Oakland acceptance fee (\$35), payable by cash, check or money order*

*Additional processing fees may also apply

Please note: all applicants must be present for their appointments. For more information or to schedule an appointment, please contact the Office of the City Clerk at (510) 238-3226 or cityclerk@oaklandca.gov

New ITD Service Portal - On Monday, August 27th, the Information Technology Department (ITD) launched the ITD Service Portal which resides on our newly acquired Service now Customer Management Platform. City staff can now open Help Desk tickets via this Portal using the "GET HELP" icon. Additionally, the ITD Service Portal includes a "MY STUFF" feature which allows employees to track the history of their tickets. ITD has also included a "KNOWLEDGE" section consisting of IT articles and news beneficial to City staff.

Since last month's launch, approximately 100 Help Desk incidents have been opened via the Portal. We have received very positive feedback on how easy the Portal is to use. If you have not done so already, we encourage you to explore this functionality.

To access the ITD Service Portal, launch Google Chrome or Microsoft Edge (do not use Internet Explorer). Click the following link, <http://ITDServicePortal/> and enter your windows login credentials.

In the "Pick an account" window, select your @oaklandnet.com email address if it appears and enter the corresponding password. If your @oaklandnet.com email address does not appear, click "Use another account", enter the @oaklandnet.com email address and the corresponding password.

If you have questions, please contact the Help Desk at 238-2000 or helpdesk@oaklandca.gov .

AARP California Welcomes the City of Oakland to the "AARP Network of Age-Friendly States and Communities" - Members of AARP's Network of Age-Friendly States and Communities are part of a global network of communities that are committed to giving residents of all ages the

opportunity to live rewarding, productive, and safe lives.

As members of the network, AARP will work with the communities to further efforts to make them more livable for all ages and abilities by adopting such features as, walkable streets, better housing and transportation options, access to key services and opportunities for residents to participate in community activities. AARP also offers a structured process to guide work and provides support, encouragement and resources.

California communities that are interested in joining the AARP Network of Age-Friendly States and Communities should contact Rafi Nazarians at rnazarians@aarp.org or (626) 585-2638.

Youth-to-Youth Mini Grants Celebration - On September 14, there was a celebration of Youth-to-Youth-Mini-Grants at Impact Hub in Oakland. In October 2016, the City of Oakland Human Services Department (HSD) launched Oakland Resiliency in Communities after Stress and Trauma (ReCAST), a project focused on resiliency, healing and equity for communities that have been impacted by high levels of violence, trauma and civil unrest. Oakland ReCAST builds on several HSD programs to increase the use of trauma-informed practices in the systems designed to help these communities. In April 2017, Oakland ReCAST, in partnership with the Oakland Youth Advisory Commission (OYAC) kicked off the first, pilot cycle of the #OYACgivesback Youth-to-Youth Mini-Grant program with a focus on strengthening community and law enforcement relations in partnership with the Oakland Police Department.

There were 18 presentations to celebrate the youth of Oakland and their adult allies resilience and healing projects, it was a wonderful night! For more information about the program contact Stephanie Montgomery x6477 smontgomery@oaklandca.gov

Community Blood Drive - On Friday, October 19, 10am - 3pm, in City Hall's Hearing Room 4, Councilmember Rebecca Kaplan and the Oakland Chamber of Commerce will host a community blood drive.

To schedule an appointment or to get more information visit redcrossblood.org and enter sponsor code OAKLAND1 or call 800-RED CROSS (800-733-2767)

City Releases First Cultural Plan in 30 Years – On Monday, September 17, the City of Oakland released a new Cultural Plan, its first in thirty years. Titled “Belonging in Oakland: A Cultural Development Plan,” the document provides a roadmap to support and lift up the role of culture in building a just and equitable city – so that every Oaklander in every neighborhood has access to cultural amenities. The Plan was adopted by the City Council after a robust community engagement process. The final Plan is now available on the City's website at www.oaklandca.gov/resources/cultural-plan. The tagline for the Plan “Equity is the Driving Force, Culture is the Frame, and Belonging is the Goal” indicates how the plan was developed and suggests the foundation needed to strengthen Oakland's cultural ecosystem and the city. The Plan offers up a new lens for supporting culture in Oakland, recognizing that an alignment of culture and equity is required for Oaklanders to realize their potential – and offers specific strategies for getting

there. Building on the Plan and its vision, the City's Cultural Affairs unit will launch two new initiatives in 2019:

1. The "Neighborhood Voice: Belonging in Oakland" grant program will support art-based civic engagement projects throughout the city that will enliven a healthy, just and vibrant civil society.
2. An Artist-In-Residence (AIR) program in City government designed to bring new approaches to civic challenges and service delivery by engaging Oaklanders in unique ways, advancing the missions of various City departments and benefitting neighborhoods.

For more information, please contact Roberto Bedoya, Cultural Affairs Manager, at rbedoya@oaklandca.gov or (510) 238-2136.

Upcoming Meetings and Events:

For information on upcoming City meetings and events, please visit the City's events calendar (<https://www.oaklandca.gov/events>) and meetings calendar (<https://www.oaklandca.gov/meetings>). For events at the Oakland Public Library, please visit <http://oaklandlibrary.org/events>.

Respectfully submitted,

/s/

SABRINA B. LANDRETH
City Administrator