



Memorandum

**TO: RULES & OPEN GOVERNMENT
COMMITTEE**

**FROM: Mayor Chuck Reed
Chair Pete Constant**

**SUBJECT: PUBLIC SAFETY, FINANCE AND
STRATEGIC SUPPORT
COMMITTEE PROPOSED
WORKPLAN**

DATE: January 4, 2012

Approved		Date	1/4/12
Approved		Date	1/4/12

RECOMMENDATION

Approval of the Public Safety, Finance and Strategic Support workplan for the period January through June 2012 and setting its meeting schedule on the third Thursday of each month at 1:30 p.m. in the City Council Chambers, or as noticed below.

WORKPLAN CONTENTS

**PUBLIC SAFETY, FINANCE AND STRATEGIC SUPPORT
COMMITTEE WORKPLAN
January-June 2012**

COMMITTEE MEMBERS:

PETE CONSTANT, CHAIR
MADISON NGUYEN, VICE CHAIR
KANSEN CHU, MEMBER
PIERLUIGI OLIVERIO, MEMBER

STAFF:

ALEX GURZA, CITY MANAGER'S OFFICE
ARMANDO GOMEZ, MAYOR'S OFFICE
DANIELLE KENEALEY, CITY ATTORNEY'S OFFICE
ABE ANDRADE, REDEVELOPMENT AGENCY

MISSION STATEMENT:

To effectively develop, manage and safeguard the City's fiscal, physical, technological and human resources to enable and enhance the delivery of city services and projects and to provide prevention and emergency response services for crime, fire, medical, hazardous and disaster related situations.

RULES COMMITTEE

RE: Public Safety, Finance & Strategic Support Committee Workplan

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JANUARY 26, 2012

1. **Redevelopment Agency Monthly Financial Statements; Capital Cost; Cash Flow Projections** (Redevelopment Agency)
Purpose: Report on current financial condition, with particular emphasis on inflows and outflows on spendable resources.
2. **Police Department's Report on Operations and Performance** (Police)
Verbal Report
Purpose: Update the Committee on policing issues.
3. **Monthly Report on Public Safety Communications Initiatives** (Police/Fire)
Verbal Report
Purpose: To develop the systems and other communications and data system projects that promote interoperability in the Bay Area.
4. **Annual Report on Criminal Activities Related to Gaming** (Police)
Purpose: Present the Committee with the Annual Report on Criminal Activities Related to Gaming.
5. **Monthly Report of Activities** (City Auditor)
Purpose: Status Report of City Auditor's monthly activities.
6. **City Manager's Plan for Maximizing Officers on Patrol** (City Manager's Office/Police)
Purpose: Provide initial comments and ideas for consideration in the City Manager's Plan for Maximizing Officer's on Patrol.
7. **Report on Title 16 Amendments (Gaming Control)** (City Attorney)
Purpose: Update and Discussion on Title 16 Amendments.
[DEFERRED FROM 12/15/11] ITEM (d) (1)
8. **Workers' Compensation Reform Report** (Human Resources)
Purpose: Provide a status report on the City's workers' compensation reform efforts.

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FEBRUARY 16, 2012

1. **Workers' Compensation Reform Report** (Human Resources)
Purpose: Provide a status report on the City's workers' compensation reform efforts.
2. **Team San Jose Quarterly 2010-2011 Performance and Incentive Measure Report**
(Team San Jose)
Purpose: Quarterly report on performance measure results.
3. **Monthly Report of Activities** (City Auditor)
Purpose: Status Report of City Auditor's monthly activities.
4. **Monthly Report on Public Safety Communications Initiatives** (Police/Fire)
Verbal Report
Purpose: To develop the systems and other communications and data system projects that promote interoperability in the Bay Area.
5. **Second Quarter Financial Reports for Fiscal Year 2011-2012** (Finance)
 - (a) Second Quarter Debt Management Report.
Purpose: Focuses on Debt Issuance and Debt Management Activities.
 - (b) Second Quarter Investment Report (Presentation).
Purpose: Compliance Reporting Requirements; Investment Trading Activity; and Investment Strategy Pursuant to the Requirements of the Council Adopted Investment Policy.
 - (c) Second Quarter Revenue Collection Report.
Purpose: Focuses on the Revenue Management Sections of Business Tax, Accounts Receivable and Revenue Compliance/Monitoring.
6. **External Auditor's Reports** (Finance)
 - (a) Single Audit Report for the Fiscal Year Ended June 30, 2011.
Purpose: To present the Single Audit Report for the Fiscal Year Ended June 30, 2011
 - (b) Reports to the Public Safety, Finance and Strategic Support Committee for the Fiscal Year Ended June 30, 2011.
Purpose: Reports to the Public Safety, Finance and Strategic Support Committee for the Fiscal Year Ended June 30, 2011.
7. **Fire Department's 2011-2012 Vacancy and Absence Rates and the Impact on Overtime**
(Fire)
Purpose: Impact on overtime resulting from vacancy and absence rates.
8. **Redevelopment Agency Monthly Financial Statements; Capital Cost; Cash Flow Projections** (Redevelopment Agency)
Purpose: Report on current financial condition, with particular emphasis on inflows and outflows on spendable resources.

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MARCH 15, 2012

1. **Worker's Compensation Mid-Year Report** (Human Resources)
Purpose: Provide a status report on the City's efforts to reduce workers' compensation costs and claims.
2. **Workers' Compensation Reform Report** (Human Resources)
Purpose: Provide a status report on the City's workers' compensation reform efforts.
3. **Semi-Annual Recommendation Follow-up Report on all Outstanding Audit Recommendations for the Six Months Ended December 31, 2011.** (City Auditor)
Purpose: Report on all outstanding audit recommendations for the six months ended December 31, 2011.
4. **Monthly Report of Activities** (City Auditor)
Purpose: Status Report of City Auditor's monthly activities.
5. **Police Department's Report on Operations and Performance** (Police)
Purpose: Update the Committee on policing issues.
6. **Monthly Report on Public Safety Communications Initiatives** (Police/Fire)
Verbal Report
Purpose: To development the systems and other communications and data system projects that promote interoperability in the Bay Area.
7. **Redevelopment Agency Monthly Financial Statements; Capital Cost; Cash Flow Projections** (Redevelopment Agency)
Purpose: Report on current financial condition, with particular emphasis on inflows and outflows on spendable resources.

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APRIL 19, 2012

- 1. Quarterly Report on the Consortium for Police Leadership in Equity (CPLE) (Police)**
Purpose: Status report on racial and gender equity in policing.
- 2. Monthly Report on Public Safety Communications Initiatives (Police/Fire)**
Verbal Report
Purpose: To develop the systems and other communications and data system projects that promote interoperability in the Bay Area.
- 3. Monthly Report of Activities (City Auditor)**
Purpose: Status Report of City Auditor's monthly activities.
- 4. Redevelopment Agency Monthly Financial Statements; Capital Cost; Cash Flow Projections (Redevelopment Agency)**
Purpose: Report on current financial condition, with particular emphasis on inflows and outflows on spendable resources.
- 5. Workers' Compensation Reform Report (Human Resources)**
Purpose: Provide a status report on the City's workers' compensation reform efforts.
- 6. Report on the Current State of IT Projects and Future Technology Investment Strategies (Information Technology)**
Purpose: To report on the current state of Citywide technology projects and provide insight to present and future IT investment strategies.
- 7. Bi-Monthly Financial Report for January/February 2012 (Consent Calendar)**
(City Manager's Budget Office/Finance)
Purpose: Report on the financial status of revenues and expenditures on a bi-monthly basis.
- 8. Report on Key Legislative Items (City Manager's Office/Intergovernmental Relations)**
Purpose: Committee update, discussion, and feedback to staff concerning pending State legislation in the Public Safety, Finance and Strategic Services City Service Areas.

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MAY 17, 2012

1. **Monthly Report on Public Safety Communications Initiatives (Police/Fire)**
Verbal Report
Purpose: To develop the systems and other communications and data system projects that promote interoperability in the Bay Area.
2. **Redevelopment Agency Monthly Financial Statements; Capital Cost; Cash Flow Projections (Redevelopment Agency)**
Purpose: Report on current financial condition, with particular emphasis on inflows and outflows on spendable resources.
3. **Team San Jose Quarterly 2011-2012 Performance and Incentive Measure Report (Team San Jose)**
Purpose: Quarterly report on performance measure results.
4. **Monthly Report of Activities (City Auditor)**
Purpose: Status Report of City Auditor's monthly activities.
5. **Third Quarter Financial Reports for Fiscal Year 2011-2012 (Finance)**
 - (a) **Third Quarter Debt Report.**
Purpose: Focuses on Debt Issuance and Debt Management Activities.
 - (b) **Third Quarter Investment Report.**
Purpose: Compliance Reporting Requirements; Investment Trading Activity; and Investment Strategy Pursuant to the Requirements of the Council Adopted Investment Policy.
 - (c) **Third Quarter Revenue Collection Report.**
Purpose: Focuses on the Revenue Management Sections of Business Tax, Accounts Receivable, and Revenue Compliance/Monitoring.
6. **Workers' Compensation Reform Report (Human Resources)**
Purpose: Provide a status report on the City's workers' compensation reform efforts.

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JUNE 21, 2012

1. **Bi-Monthly Financial Report for March/April 2012** (Consent Calendar) (Budget/Finance)
Purpose: Report on the financial status of revenues and expenditures on a bi-monthly basis.
2. **Report on BEST Programs and Mayor's Gang Prevention Task Force (MGPTF) Efforts.** (Parks, Recreation and Neighborhood Services)
Purpose: Provide funds to public and non-profit agencies to implement gang prevention, intervention and suppression programs for youth exhibiting high-risk behaviors and their families.
3. **Police Department's Report on Operations and Performance** (Police)
Verbal Report
Purpose: Update Committee on Policing Issues.
4. **Monthly Report on Public Safety Communications Initiatives** (Police/Fire)
Verbal Report
Purpose: To develop the systems and other communications and data system projects that promote interoperability in the Bay Area.
5. **Monthly Report of Activities** (City Auditor)
Purpose: Status Report of City Auditor's monthly activities.
6. **Redevelopment Agency Monthly Financial Statements; Capital Cost; Cash Flow Projections** (Redevelopment Agency)
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Purpose: Provide a status report on the City's workers' compensation reform efforts.

NOTE: The PSFSS Workplan will allow any audits on the City Auditor's Workplan that are completed during this six-month cycle to be added to the Committee's agenda.