



## **MEMORANDUM**

**TO:** HONORABLE MAYOR &  
CITY COUNCIL

**FROM:** Susan E. Manheimer  
Interim Chief of Police

**SUBJECT:** Quarterly Police Staffing Report  
(3<sup>rd</sup> Quarter)

**DATE:** November 2, 2020

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City Administrator   
Approval

Date Dec 2, 2020

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### **RECOMMENDATION**

Staff Recommends That The City Council Receive The Oakland Police Department's (OPD) Quarterly Informational Memorandum On Recruiting And Sworn Staffing Levels As Of September 30, 2020 for the 3<sup>rd</sup> Quarter.

### **BACKGROUND**

In 2009, the City Council requested a report on staffing levels from OPD to address current staffing for both sworn and professional staff. OPD previously provided this information on a monthly basis; however, effective 2019, the information is being provided on a quarterly basis.

This report addresses recruitment activities and assignments for both sworn and professional staff positions, as of September 30, 2020.

### **ANALYSIS AND POLICY ALTERNATIVES**

#### ***Overview***

Over a five-year timespan, OPD sworn staffing levels have gone from 721 filled positions in 2016 to 730 filled positions (as of January 1, 2020). **Table 1** below provides the sworn staffing data numerically, and **Figure 1** below, does so visually.

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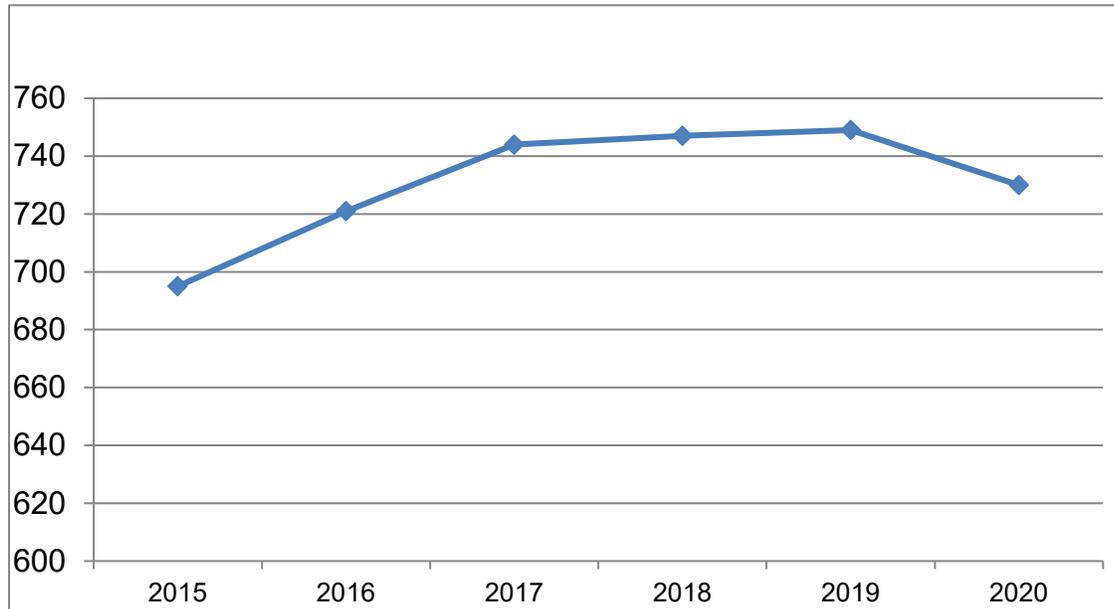
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**Table 1: Actual Staffing Levels on January 1 of Each Year: 2016 – 2020**

	2016	2017	2018	2019	2020
Sworn Staffing Levels as of January 1 of each year	721	744	747	749	730

**Figure 1: Sworn Staffing on January 1, 2016 through January 1, 2020**



There were 739 filled positions on September 30, 2020. The authorized staffing level per the adopted Fiscal Year (FY) 2020-21 Budget is 786 sworn positions. The 786 authorized positions include the following grant-funded positions:

- 12 officer positions from the 2015 U.S. Department of Justice (DOJ) “COPS<sup>1</sup>” Hiring Grant (these positions are protected by the grant agreement);
- 15 officer positions from the 2016 DOJ/COPS Hiring Grant; and
- 60 officer positions funded by the 2014 Safety and Services Act (Measure Z) of 2014<sup>2</sup>

**Demographics – Oakland Residents**

OPD has prioritized attracting, through varied strategic recruiting efforts, a racially diverse and multilingual workforce of qualified officers that includes Oakland residents. **Figure 2** below shows that as of September 30, 2020, 77 sworn members (10.42%) were Oakland residents. **Table 2** below provides details about the top ten cities where officers live (Oakland being the largest city of residence for officers).

<sup>1</sup> The Office of Community Oriented Policing Services (COPS Office) is the component of the U.S. Department of Justice responsible for advancing the practice of community policing by the nation's state, local, territorial, and tribal law enforcement agencies through information and grant resources: <https://cops.usdoj.gov/aboutcops>.

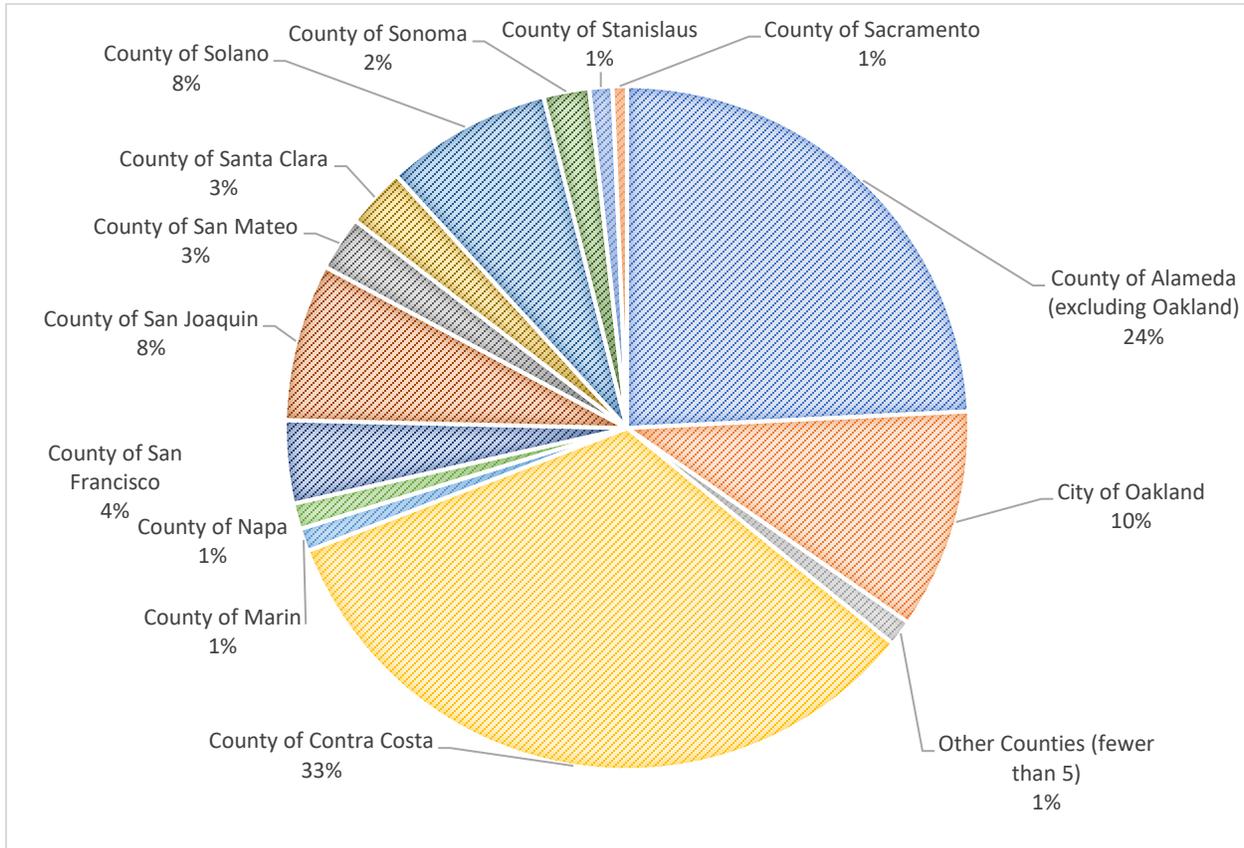
<sup>2</sup> <http://www2.oaklandnet.com/government/o/CityAdministration/d/measure-z/index.htm>

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**Figure 2: OPD Sworn Officers - Residency by County and City**



**Table 2: Residency by Top 10 Locations of Sworn OPD Members**

City	Count	Department Percentage	City	Count	Department Percentage
Oakland	77	10.42%	Brentwood	26	3.52%
San Leandro	32	4.33%	Oakley	24	3.25%
Concord	30	4.06%	Hayward	23	3.11%
Castro Valley	29	3.96%	Tracy	20	2.73%
San Francisco	27	3.68%	Vallejo	20	2.73%
Total				308	41.8%

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**Tables 3A and 3B** below provides demographic information for all OPD sworn and professional staff by Race/Ethnicity and Gender, Table 3A presenting OPD Sworn Staff and Table 3B presenting OPD Professional Staff.

**Table 3A: Race/Ethnicity and Gender – OPD Sworn Staff as of September 30, 2020**

Race/Ethnicity	Female		Male	
	Count	Percentage	Count	Percentage
Asian	9	8.41	94	14.87
Black or African-American	18	16.82	104	16.46
Filipino	1	.93	26	4.11
Hispanic or Latino	39	36.45	169	26.74
Native American	1	.93	2	.32
Undeclared-Other	4	3.74	15	2.37
White or Caucasian	35	32.72	222	35.13
<b>Total</b>	<b>107</b>	<b>100%</b>	<b>632</b>	<b>100%</b>

**Table 3B: Race/Ethnicity and Gender – OPD Professional Staff as of September 30, 2020**

Race/Ethnicity	Female		Male	
	Count	Percentage	Count	Percentage
Asian	41	15.02%	30	27.27%
Black or African-American	123	45.05%	32	29.09%
Filipino	3	1.10%	1	.91%
Hispanic or Latino	46	16.85%	21	19.09%
Native American	2	.73%	1	.91%
Undeclared-Other	3	1.10%	3	2.73%
White or Caucasian	55	20.15%	22	20.00%
<b>Total</b>	<b>273</b>	<b>100%</b>	<b>110</b>	<b>100%</b>

**Table 4** below provides current and past demographic information for OPD sworn staff.

**Table 4: Race\*/Ethnicity\* by Year – OPD Sworn Staff as of September 30, 2020**

Race/Ethnicity	US 2019 Census-Oakland Pop. <sup>3</sup>	OPD 2017	OPD 2018	OPD 2019	OPD 2020
White	36.1%	38.8%	38.4%	36.4%	35.1%
Black or African-American	23.6%	17.3%	16.7%	16.9%	16.6%
Asian	15.7%	15.3%	16.9%	13.3%	17.8%
Hispanic	26.9%	24.6%	25.2%	26.9%	28.4%
Other	--	4.0%	2.7%	6.6%	3.0%

\*Note: "Asian" includes Filipino; "Other" includes Native American and Undeclared

**Table 5** below shows the gender breakdown and provides a national comparison.

<sup>3</sup> 2019 data: population by race in the city of Oakland. Source: United States Census Bureau. Quick Facts Oakland city, California 2019.

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**Table 5: OPD Gender Percentages by Year Compared With 2019 National Percentage<sup>4</sup>**

Gender	National Percentage, 2019	OPD 2017	OPD 2018	OPD 2019	*OPD 2020
Female	12.8%	13.0%	13.0%	13.9%	14.6%
Male	87.2%	87.0%	87.0%	86.1%	86.2%

\*2020 figure shows all OPD sworn staff as of September 30, 2020

**Actual and Projected Sworn Staffing**

On December 10, 2013, Oakland City Council passed Resolution No. 84767 C.M.S., which requires the OPD staffing report to 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 a twelve-month period. The future months contain an estimated attrition of 5 based on attrition rates from the previous 12-month period of time. This data is accurate as of September 30, 2020.

**Table 6: Actual Sworn Staffing (as of September 30, 2020) and Sworn Staffing Projections**

Year	2020												
	Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Authorized</b>	792	792	792	792	792	792	792	786	786	786	786	786	786
<b>Filled</b>	730	728	750	746	735	733	732	751	741	739	734	729	729
<b>Attrition</b>	(2)	(7)	(4)	(11)	(2)	(1)	(4)	(10)	(2)	(5)	(5)	(5)	(5)
<b>Hires</b>	0	29	0	0	0	0	23	0	0	0	0	0	0
<b>Ending Filled**</b>	728	750	746	735	733	732	751	741	739	734	729	724	724
<b>Over (Under) Authorized</b>	(64)	(42)	(46)	(57)	(59)	(60)	(35)	(45)	(47)	(52)	(57)	(62)	(62)
<b>New POT Hiring Pipeline</b>	183 <sup>rd</sup> Academy (ended Feb 2020 = 28 POTs)						184 <sup>th</sup> Academy (ended July 2020 = 23 POTs)						

\* July 1, 2020 mid-cycle budget reduced sworn staffing by six (6).

\*\* Numbers in the "Ending Filled" row provide actual sworn staffing numbers at the close of each month.

<sup>4</sup> 2019 data: gender ratio of police officers in the U.S. (Source: Federal Bureau of Investigation. U.S. Department of Justice. Uniform Crime Reporting (UCR) Program, Crime in the United States, 2019.

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**Table 7** below provides a listing of authorized and filled positions in OPD.

**Table 7: OPD Positions - Authorized and Filled Positions (as of September 30, 2020)**

Type	Budget Authorized Positions	Authorized	Filled	+/-
Sworn	Chief of Police	1	0	-1
	Assistant Chief	1	0	-1
	Deputy Chief	4	2	-2
	Captain	10	9	-1
	Lieutenant	27	27	0
	Sergeants	129	117	-12
	Police Officers	614	584	-30
Total Sworn		786	739	-47
Professional Staff (Full-time and Part-time)		*343.50	281	-62.50
<b>Total Personnel</b>		<b>1,129.50</b>	<b>1,020</b>	<b>-109.50</b>

\*The City Administrator has approved OPD to hire ten (10) Police Communications Dispatchers above its authorized staffing level, which is reflected in the total number of authorized professional staff positions listed above.

**Attrition**

As noted in **Table 8** below OPD experienced an average attrition rate of 5.5 officers per month (62 officers over the 12-month period), which is consistent with the current projected attrition rate of 5 officers per month (60 per year).

**Table 8: Sworn Attrition Data: October 31, 2019 through September 30, 2020**

	2019			2020									Total
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Disability Retirement	1		2		1	1	1		1		1		8
Resignation (not during Field Training)			1		1	2	1	1			2	3	11
Resignation during Field Training	2	3	2				2					2	11
Resignation (to other agency)	1			2	1		1						5
Service Retirement	2		2		2					2	6		14
Discharged		1			1	1	5						8
Removed from Probation during Field Training	2				1		1	1					5
<b>Grand Total</b>	<b>8</b>	<b>4</b>	<b>7</b>	<b>2</b>	<b>7</b>	<b>4</b>	<b>11</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>10</b>	<b>2</b>	<b>62</b>

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***Recruitment***

Due to the COVID 19 restrictions, in person outreach activity was not scheduled during this quarter. However, OPD has maintained a social media presence on the following platforms:

- Opdjobs.com
- Facebook - [www.facebook.com/oaklandpoliceca](http://www.facebook.com/oaklandpoliceca)
- Twitter - [twitter.com/oaklandpoliceca](http://twitter.com/oaklandpoliceca)
- Instagram - [instagram.com/opd\\_jobs](http://instagram.com/opd_jobs)

OPD is also implementing measures to resume the Physical Ability Practice Test and Workshop events in Oakland to offer applicants helpful tips and information that may improve test performance. OPD is currently recruiting for the 185<sup>th</sup> Academy which is scheduled to begin December 14, 2020.

**Table 9** below provides information on OPDs authorized sworn permanent staffing.

***Table 9: Authorized Sworn Permanent Assignments within OPD***

	Chief	Asst. Chief	Deputy Chief	Captain	Lieutenant	Sergeant	Officer	Total
Office of the Chief	1	1			1			3
Public Information Office							1	1
Internal Affairs Division				1	2	12	4	19
Office of the Inspector General					1	1		2
Intelligence Unit						1	7	8
Training Division				1	1	3	18	23
Ceasefire				1	1	6	32	40
Recruiting and Background Unit						1	8	9
Policy & Publication							1	1
Bureau of Field Ops: Administration			2			1		3
Patrol Area 1				1	3	19	92	115
Patrol Area 2				1	3	14	63	81
Patrol Area 3				1	3	14	70	88
Patrol Area 4				1	3	15	85	104
Patrol Area 5				1	3	17	90	111
Support Operations Division				1	1	3	25	30
Traffic Section					1	4	20	25
ABAT*/Homeless/CIT						2	9	11
Bureau of Services: Administration			1					1

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	Chief	Asst. Chief	Deputy Chief	Captain	Lieutenant	Sergeant	Officer	Total
Information Technology							2	2
Bureau of Investigations			1	1			4	6
Criminal Investigations Division (CID): Special Victims Section					1	5	31	37
CID: Homicide Section					1	5	10	16
CID: General Misdemeanor Crimes/ Task Forces & Felony Assault Section					1	4	27	32
CID: Robbery & Burglary Section					1	2	15	18
<b>Total Sworn</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>10</b>	<b>27</b>	<b>129</b>	<b>614</b>	<b>786</b>

\*ABAT = Alcohol and Beverage Action Team

**Table 10** below shows OPD professional staff vacancies and the status of work being done to fill those vacancies. Please note, DHRM stands for Department of Human Resource Management.

**Table 10: Professional Staff Vacancies**

Classification	Vacancies	FTE Authorized	Date Assigned to DHRM <sup>5</sup> for Hiring	Status
Account Clerk I	1	1	----	OPD – Position frozen.
Account Clerk II	2	4	12/31/18	OPD – Position frozen.
Accountant III	1	1	2/5/20	OPD – Waiting for hiring manager to set interview for one (1) candidate.
Administrative Assistant I	1	2	6/5/19	OPD – Position frozen.
Assistant to the Director	1	1	----	OPD – Waiting for pre-recruitment documents from HRM.
Crime Analyst	3	7	4/19/19	OPD – Position frozen for nine (9) months.
Criminalist II	2	16	8/4/18	OPD – Position frozen for nine (9) months.
Criminalist III	1	5	6/13/19	OPD – Position frozen for nine (9) months.
Fleet Compliance Coordinator	1	1	7/1/20	OPD – Waiting for Deputy Director to approve recruitment.
Latent Print Examiner II	1	5	4/28/18	OPD – Position frozen for nine (9) months.

<sup>5</sup> DHRM = Department of Human Resources and Management

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<b>Classification</b>	<b>Vacancies</b>	<b>FTE Authorized</b>	<b>Date Assigned to DHRM<sup>5</sup> for Hiring</b>	<b>Status</b>
Payroll Personnel Clerk III	1	3	2/1/20	HRM – Position is frozen. Waiting for CAO to approve request to fill critical vacant position.
Police Cadet, PT	0 <sup>6</sup> 5.5 <sup>7</sup> 5.5 <sup>8</sup>	4.5 <sup>6</sup> 9 <sup>7</sup> 9 <sup>8</sup>	4/27/16	OPD/HRM – Sixteen (16) candidates in backgrounds. Three (3) to start on 17 Oct 20.
Police Communications Dispatcher <sup>9</sup>	21	70	4/12/17	OPD – Two (2) Candidates scheduled to start on 21 Sep 20. Job announcement posted on 24 Aug 20 and is open continuously.
Police Communications Dispatcher, Senior	2	4	Multiple	OPD – Sent eligible list and applications to hiring manager on 11 Jun 20. As of 18 Sep 20 waiting for interview date.
Police Evidence Technician	1	20	3/11/19	OPD – Position frozen.
Police Program and Performance Audit Supervisor	1	2	1/7/19	HRM – Candidate to background on 28 Jul 20.
Police Property Specialist	2	7	12/27/18	OPD – Submitted requisition and waiting for eligible list.
Police Records Specialist	8	55	10/17/19	OPD – Interviews scheduled for 23 Sep 20. Waiting for add/delete moratorium to end to delete one (1) from Crime Analysis Unit and add to BFO East Admin.
Police Services Technician II	1	55	8/28/28	OPD – Waiting for analyst to send eligible list to hiring manager.
Police Information Officer I	1	1	7/1/20	OPD – Waiting for Deputy Director to approve recruitment.

**Sworn Staffing by Area and Patrol Detail***Tables 11* provide information on beats by area and patrol data.<sup>6</sup> Part-time positions in Pipeline Fund<sup>7</sup> Part-time positions in General Purpose Fund<sup>8</sup> Part-time positions in Education Fund<sup>9</sup> Includes 10 positions

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**Table 11: Police Beat Patrol Data**

	<b>Area 1</b>	<b>Area 2</b>	<b>Area 3</b>	<b>Area 4</b>	<b>Area 5</b>
Police Beats by Area	1-7	8-14	15-22	23-28	29-35
Number of officers assigned to patrol: 285	Total 66	Total 52	Total 49	Total 49	Total 69
Number of officers assigned as Community Resource Officers	7	7	8	6	7
Number of officers assigned to the Crime Reduction Teams	6	7	6	7	6

**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 through a budget process.

**PUBLIC OUTREACH / INTEREST**

OPD continues to actively recruit candidates for the positions of police officer trainee and lateral police officer. Recruitment efforts focus on selective language candidates, diversity, and Oakland residency throughout the testing and selection process.

Staff continues to seek input from community members. Staff is also researching targeted 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 obtain input on how to remain visible and available within the community.

**COORDINATION**

This report did not require interdepartmental coordination.

**SUSTAINABLE OPPORTUNITIES**

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

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

***Race and Equity:*** The Oakland Police Department has implemented enhanced recruitment efforts, which have been outlined in this informational report, that are designed to address disparities in the hiring process related to race and gender, with the goal of creating an inclusive workforce that represents the diversity of Oakland.

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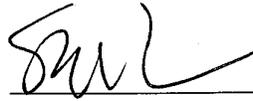
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For questions regarding this report, please contact Kiona Suttle, Personnel Manager, OPD Personnel Section, at (510) 238-6971.

Respectfully submitted,



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