



# OAKLAND POLICE COMMISSION PERSONNEL COMMITTEE MEETING AGENDA

October 24, 2019 • 5:00 PM  
City Council Chamber, 3<sup>rd</sup> Floor  
1 Frank H. Ogawa Plaza, Oakland, CA 94612

- I. **Call to Order**
- II. **Roll Call and Determination of Quorum**
- III. **Welcome, Purpose, and Open Forum** (2 minutes per speaker)  
The Committee will welcome and call public speakers. The purpose of the Oakland Police Commission Personnel Committee is to review personnel policies and procedures and make recommendations on hiring decisions.
- IV. **Meeting Minutes Approval**  
The Committee will vote to approve the minutes from September 12, 2019. ([Attachment 4](#)).
  - a. Discussion
  - b. Public Comment
  - c. Action, if any
- V. **Inspector General Position Update**  
The Committee will provide updates on the status of the Inspector General position, and the process for recruiting and hiring someone to fill that position.
  - a. Discussion
  - b. Public Comment
  - c. Action, if any
- VI. **Criteria for Performance Review of Oakland Police Department (OPD) Chief**  
The Committee will discuss the development of performance criteria. Several oversight agencies were contacted to determine if they had any criteria to share, but none did. The Committee may vote on establishing criteria or next steps. ([Attachment 6](#)).
  - a. Discussion
  - b. Public Comment
  - c. Action, if any
- VII. **Agenda Setting and Prioritization of Upcoming Agenda Items**  
The Committee will review agenda items for future meetings. ([Attachment 7](#)).
  - a. Discussion
  - b. Public Comment
  - c. Action, if any

## VIII. Adjournment



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**OAKLAND POLICE COMMISSION  
PERSONNEL COMMITTEE  
MEETING MINUTES - DRAFT**

**September 12, 2019 • 5:00 PM  
City Council Chamber, 3<sup>rd</sup> Floor  
1 Frank H. Ogawa Plaza, Oakland, CA 94612**

**I. Call to Order**

Ginale Harris called the meeting to order at 5:36 pm

**II. Roll Call and Determination of Quorum**

Commissioners Present: Tara Anderson and Ginale Harris. Quorum was met.

Commissioners Absent: Regina Jackson

**III. Welcome, Purpose, and Open Forum**

Comments were provided by the following public speakers:

There were no public speakers on this item.

**IV. Meeting Minutes Approval**

The Committee voted to approve the minutes from May 6, June 26, and July 25, 2019.

Comments were provided by the following public speakers:

There were no public speakers on this item.

A motion was made by Tara Anderson, seconded by Ginale Harris, to approve all minutes. The motion carried by the following vote:

Aye: Anderson and Harris

No: 0

**V. Inspector General Position Update**

The Committee provided an update on the status of the Inspector General position, and the process for recruiting and hiring someone to fill that position. The Committee indicated they would like to set up a meeting with Oakland City Administrator Sabrina Landreth.

Comments were provided by the following public speakers:

There were no public speakers on this item.

No action was taken on this item.

**Regina Jackson arrived at 5:43 pm**

**VI. Adjournment**

A motion was made by Regina Jackson, seconded by Tara Anderson, to adjourn the meeting at 5:44 p.m. The motion carried by the following vote:

Aye: Anderson, Harris, and Jackson

No: 0

<b>DRAFT 10.3.19</b>			
<b>Performance Indicator: Crime Reduction</b>			
<b>Goal</b>	<b>Target</b>	<b>Measure</b>	<b>Data Source</b>
Reduce gun related crime	%	Rates of reported crime and criminal victimization, adjusted for community demographics	Analysis of records management system data and/or surveys of randomly selected community members
Reduce possession and illegal carrying of firearms	total whole number goal	Number of firearms confiscated.	Analysis of records management system data/evidence control records.
<b>Performance Indicator: NSA/Racial Profiling Compliance</b>			
<b>Goal</b>	<b>Target</b>	<b>Measure</b>	<b>Data Source</b>
Elimination of racial disparities in stops and searches	%	Reduction in disparities by stop/search type and outcome.	Analysis of Stop and Search Data
Elimination of racial disparities in use of force	%	Reduction in Use of Force disparities by type.	Analysis of Use of Force Data
Complete Negotiated Settlement Agreement (NSA) tasks for compliance this year	Increase in completed tasks	Number of NSA Tasks completed.	Quartely Indipendent Monitor Reports
Demonstrate progress toward completing Dr. Eberhardt's recommendations	Increase in completed recommendations	Number of recommenations in process and completed.	Report from Stanford on Outomes? Is self-report theonly option here?

<b>Performance Indicator: Gain Public Trust</b>			
<b>Goal</b>	<b>Target</b>	<b>Measure</b>	<b>Data Source</b>
Community Policing: Full implementation of SARA Process			
Chief working collaboratively with Police Commission			
Engage the communities impacted by police contact			
Effective whistleblower reporting for police			
<b>Performance Indicator: Fiscal Responsibility</b>			
<b>Goal</b>	<b>Target</b>	<b>Measure</b>	<b>Data Source</b>
Development and implement staffing plan that includes community policing			Completed Plan
Plan to have IAD fully staffed to ensure integrity of the Department	100% staffed	All X positions filled.	?
Fill Vacancies: Sworn and Civilian	-15%	Percentage change reduction vacancy rate.	Ratio of open funded positions to filed positions by position type.
Reduce Overtime		Police Department Budget	Budget Hearing/ Audits
Ensure that all Measure Z funds are used appropriately		Police Department Budget	Budget Hearing/ Audits

<b>Performance Indicator: OPD Internal Process Goals</b>			
<b>Goal</b>	<b>Target</b>	<b>Measure</b>	<b>Data Source</b>
Achieve 100% accuracy in reporting data by OPD and/or accountability when erroneous reporting happens	%	Use of Body Worn camera tracked and Body camera policy consistently enforced	Use of force data STOP data
Create 360 degree evaluation for Chief			Command Staff to submit performance evaluations for Chief Community Advisory Councils offer feedback
Identify, Develop and Revise Department Policies		Number of policies revised and training plan implemented.	

**Police Commission Personnel Committee  
Pending Agenda Matters List**

Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s)
Hire Inspector General (IG)	2/4/2019	Hire IG once the job is officially posted	Request a copy of the job description prior to submission to Civil Service Board. HR staff is completing a compensation study for the position. Since this position is new to the City's Salary Ordinance, this step is required so the IG can be properly funded. Concurrently, HR staff has been conforming the IG job description approved by the Police Commission to fit a class specification for the position. HR staff anticipates this work to be completed in the coming weeks. The next two immediate steps are: 1) The Civil Service Board will need to approve the class specification, which staff anticipates will happen in February; and 2) The salary ordinance will then need to be approved by the City Council. The IG position will become open after these two steps are completed.	High			
Performance Reviews of CPRA Director and OPD Chief	2/4/2019	Conduct performance reviews of the Agency Director and the Chief	The Commission must determine the performance criteria for evaluating the Chief and the Agency Director, and communicate those criteria to the Chief and the Agency Director one full year before conducting the evaluation. The Commission may, in its discretion decide to solicit and consider, as part of its evaluation, comments and observations from the City Administrator and other City staff who are familiar with the Agency Director's or the Chiefs job performance. Responses to the Commission's requests for comments and observations shall be strictly voluntary.	High	Annually; Criteria for evaluation due 1 year prior to review		

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Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s)
Interim Inspector General/Contractor	2/4/2019	Committee to seek input from Executive Director	Hire as a contract position; pull from job description and determine length of contract; examine IG salary to create a rate; background checks and other kinds of secure access needed; consider task that require minimal access to confidential info; determine top 2-3 projects; consider short term (audits of discipline); ask Coalition to draft a project based job description; ask CAO to create a 6 month interim position; investigate how CPRA can assist	Medium			
Policy Analyst position	2/4/2019		Determine specific projects the CPRA Policy Analyst is working on and investigate re-writing job description	Medium			
Review Urban Strategies' community survey and consider producing a comprehensive one	2/4/2019			Medium			Jackson
Creation of Form Regarding Inspector General's Job Performance	2/4/2019	Create a form for Commissioners to use in providing annual comments, observations and assessments to the City Administrator regarding the Inspector General's job performance. Each Commissioner shall complete the form individually and submit his or her completed form to the City Administrator confidentially.	To be done once Inspector General position is filled.	Low			