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CITY HALL • 1 FRANK H. OGAWA PLAZA, 3<sup>rd</sup> FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor  
Honorable Libby Schaaf  
Mayor

(510) 238-3141  
Fax (510) 238-4731

Letter of Appointment

September 20, 2017

The Honorable City Council  
One Frank H. Ogawa Plaza, Second Floor  
Oakland, CA 94612

Dear President Reid and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has reappointed the following persons as members of the following board or commission, subject to City Council confirmation:

**COMMUNITY POLICING ADVISORY BOARD**

**William Mayes** to the Community Policing Advisory Board to serve a three-year term, as an Oakland Housing Authority representative, that began March 25, 2017 and ends March 24, 2020, filling the seat previously held by Reina Webb.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Libby Schaaf". The signature is fluid and cursive, with a large loop at the end.

Libby Schaaf  
Mayor



Oakland Housing  
Authority

September 18, 2017

Mayor Libby Schaaf  
1 Frank H. Ogawa Plaza, 3rd Floor  
Oakland, CA 94612

**RE: Oakland Housing Authority Board of Commissioners Appointment to  
the Community Police Advisory Board**

Dear Mr. Cowan:

At its meeting of August 28, 2017, Oakland Housing Authority Board of Commissioners voted unanimously to appointment William Mayes to the Community Police Advisory Board (CPAB).

Mr. Mayes has been a Resident Advisory Board member since December 2014. Mr. William Mayes has a long history of exhibiting leadership and volunteerism within the OHA community. Mr. Mayes is community leader, Neighborhood Leadership Institute (NLI) participant, OHA volunteer, and RAB member. He is an individual who embodies the values of community and is always willing to help a community member in need. We believe he will be great addition to the board.

Attached please find Resolution No. 4770 adopted by the Oakland Housing Authority Board of Commissioners. Ms. Mayes phone numbers are: Cell: 510-837-7994/ Home: 510-271-7978. If you need any further information please contact me at 510-874-1510 or via email at [ejohnson@oakha.org](mailto:ejohnson@oakha.org).

Sincerely,

Eric Johnson

CC: Carel Duplessis

## **Section 1 - Title and Philosophy**

- 1.1 This program shall be known as the Community Policing Program of the City of Oakland.
- 1.2 Four principles govern the Community Policing Program of the City of Oakland:
  - 1.2.1 Its purpose is to reduce crime, enhance public safety, and to improve quality of life.
  - 1.2.2 It is a peer level partnership between the community, the Police Department, and other city agencies.
  - 1.2.3 In contrast to the 911 emergency response system, it addresses long term, chronic problems using proactive, collaborative problem solving methods.
  - 1.2.4 It fosters a geographically based crime prevention effort on three levels: at the block level, at the *neighborhood level*, and at the *citywide level*.
- 1.3 Community policing is hereby reaffirmed as the public safety policy and philosophy of the City of Oakland.

## **Section 2 - Police Beats**

- 2.1 Police beats shall conform as nearly as possible to the natural boundaries of neighborhoods and communities in the City of Oakland, taking into account historical neighborhood boundaries, natural boundaries such as streams, artificial boundaries such as major thoroughfares and highways, shopping and commercial districts, and public school attendance areas. The beat boundaries shall be reviewed from time to time to accommodate the natural evolution of population and neighborhood boundaries.
- 2.2 Each police beat should, to the extent feasible, contain between 5,000 and 7,000 residents.

## **Section 3: Block Level Organization**

- 3.1 Home Alert is the block-level component of the City's Community Policing Program.
- 3.2 Home Alert will recruit and engage residents in crime prevention and problem solving through block-level organizing.
- 3.3 Home Alert Groups shall, to the extent safe and reasonable, strive to include representatives from each address on the block.
- 3.4 City Staff will partner with Home Alert Groups regarding issues of block health and safety. Home Alert Groups shall cooperate actively with police officers and other city staff and interested individuals and organizations to improve the quality of life on their blocks.
- 3.5 Once a year there will be a citywide meeting of Home Alert captains.
- 3.6 The Home Alert Coordinator will oversee the Home Alert Program and shall be a non-

sworn employee of the police department working under the supervision of the Neighborhood Services Manager.

3.7 The Neighborhood Services Manager will determine the specific duties of the Home Alert Coordinator.

3.8 The city shall encourage Home Alert captains and members to participate in neighborhood-level and citywide-level components of the Community Policing Program.

#### **Section 4 - Neighborhood Level Organization**

4.1 Neighborhood Councils (also known as Neighborhood Crime Prevention Councils or NCPs) are the neighborhood-level component of the City's Community Policing Program.

4.2 A Neighborhood Council shall be established and maintained in each police beat.

4.3 Neighborhood Councils shall strive to include representatives of a variety of organizations sensitive to community needs and interests, such as, but not limited to, community organizations, service groups, Home Alert groups, church organizations, youth groups, labor unions, merchant associations, school parent-teacher organizations, as well as interested members of the community.

4.4 Neighborhood Councils shall meet regularly, as determined by their members, but at least quarterly.

4.5 Meetings of Neighborhood Councils shall be publicly announced.

4.6 All meetings of Neighborhood Councils shall be public. The Neighborhood Services Coordinators and Community Policing Officers shall be directed to attend meetings of the Neighborhood Council. Other city staff shall attend Neighborhood Council meetings when appropriate or as requested.

4.7 Meetings of Neighborhood Councils shall be democratically run, but need not conform strictly to Robert's Rules of Order.

4.8 The Neighborhood Council will, to the extent safe and reasonable, provide notice of meetings to all addresses in the police beat at least once each year.

4.9 Each Neighborhood Council shall adopt written bylaws to govern the conduct of its meetings. These bylaws must include a requirement for annual elections of any leadership positions, whether they are called officers, steering committee members, or other names. These bylaws shall be available to all residents of the police beat.

4.10 Neighborhood Service Coordinators, police officers assigned to the beat, and employees of other city departments shall meet with Neighborhood Councils to identify neighborhood concerns

regarding issues of public health and safety, establish priorities for law enforcement efforts, and develop strategies to resolve public health, safety, neighborhood improvement and revitalization, and other concerns.

4.11 Neighborhood Councils shall cooperate actively with police officers and other public employees and interested individuals and organizations to improve the quality of life in their neighborhoods, through such activities as involvement in litter and graffiti abatement, community patrols, providing supervision for youth recreation activities, monitoring problems at liquor stores, and other actions.

4.12 Neighborhood Councils shall be encouraged to establish a community center in each police beat in order to provide a regular place for their meetings and activities, a location for positive interaction between residents and police officers, and a center for the provision of activities and services to residents of that police beat. To the extent possible public facilities, which can accommodate a large range of activities, such as youth recreation and classes for adults, shall be utilized as community centers. The City Council shall solicit the cooperation of the Oakland Unified School District in making school facilities available for Neighborhood Council meetings without charge to the community.

4.13 An organized group may represent itself as a Neighborhood Council, and therefore representative of the citizens of that beat, only if that group is in compliance with Section 4 of this Resolution and has passed certification by the Community Policing Advisory Board (CPAB).

## **Section 5 – Citywide Organization**

5.1 The Community Policing Advisory Board (CPAB) and the Home Alert Steering Committee (HASC) are citywide advocates for community policing, and help bring the block and neighborhood groups together as a citywide voice for community policing.

5.2 The Community Policing Advisory Board (CPAB) shall be comprised of the following fifteen appointees:

- 5.2.1 Three members appointed by the Mayor.
- 5.2.2 One Member appointed by each Councilperson (total of eight appointees).
- 5.2.3 One Member appointed by the Board of Commissioners of the Oakland Housing Authority
- 5.2.4 One member appointed by the Board of Trustees of the Oakland Unified School District.
- 5.2.5 Two members appointed by the Oakland Home Alert Steering Committee.

5.3 The Community Policing Advisory Board shall oversee, monitor, and report at least annually on the implementation of Resolution 72727 C.M.S. and provide recommendations to the Mayor, City Council, City Administrator, and Chief of Police on further steps necessary to carry out its objectives.

5.4 A member selected by the Board shall serve as the Community Policing Advisory Board Chairperson.

5.5 As part of its responsibilities for overseeing and monitoring the implementation of Resolution 72727 C.M.S., the Community Policing Advisory Board has the authority to establish a process to include documentation for certifying that Neighborhood Councils have been organized and continue to function in compliance with the requirements of this resolution. Should the Board discover that a Neighborhood Council is not in compliance, it has the authority to withdraw certification from that Neighborhood Council and require that it reorganize itself and reapply for certification.

5.6 The Board may hear and mediate disputes relating to a Neighborhood Council's compliance with Resolution 72727 C.M.S.

5.7 To facilitate the Community Policing Advisory Board in carrying out its duties, the Oakland Police Department will consult the Board before implementing policy, operational or organizational changes that will affect the functioning and operation of Community Policing as described in the provisions of Resolution 72727 C.M.S.

5.8 The City Administrator or his designated representative and Chief of Police shall attend advisory board meetings and provide the advisory board with all information it deems necessary to carry out its responsibilities.

5.9 The City Council shall provide the Community Policing Advisory Board with sufficient funding for its activities, including attendance at conferences, observation of community policing programs elsewhere in the country, and retaining consultants to assist it with its responsibilities.

5.10 The Home Alert Steering Committee (HASC) is an advisory group drawn from Home Alert participants and other interested residents to provide advice and feedback regarding the Home Alert Program. The HASC is sponsored by the Oakland Police Department.

5.11 The CPAB, HASC, Police Department and City Council will sponsor an annual citywide Community Policing Summit.

## **Section 6 – Neighborhood Services Coordinator**

6.1 The City shall assign a Neighborhood Services Coordinator (NSC) to each community policing beat.

6.2 The Neighborhood Services Coordinator shall be a non-sworn employee of the police department working under the supervision of the Neighborhood Services Manager.

6.3 To the extent allowed by law Neighborhood Services Coordinators shall be residents of Oakland.

6.4 Neighborhood Services Coordinators shall receive sufficient training and supervision to adequately perform their duties.

6.5 The Neighborhood Services Coordinator shall have, but not be limited to, the following duties:

6.5.1 Organization of the Neighborhood Council for that community policing beat.

6.5.2 Assist the leaders of the neighborhood council to develop peer level partnerships with the police to solve problems.

6.5.3 Initiate contact with residents, block level organizations, merchant and community organizations of the beat for participation in crime prevention and community engagement efforts.

6.5.4 Working with the Neighborhood Council, other residents, police officers and employees of other city agencies and other institutions to establish priorities and develop and implement community policing strategies and other activities to improve the safety and health of the community.

6.6 The Neighborhood Services Manager shall determine the specific duties or job description of the Neighborhood Services Coordinators. The NSC job description shall be available to the public upon request.

## **Section 7 – Police Staffing**

7.1 All City of Oakland police officers shall be trained in the philosophy and practice of community policing and problem solving.

7.2 Police officers assigned to each community policing beat shall be known as Community Police Officers. Community Police Officers shall focus their efforts on problem solving and quality of life improvement on their community policing beat, and shall not be routinely reassigned to 911 patrol or other non-community policing duties.

7.3 The City shall staff each police beat with community police officers, a minimum of one officer per police beat.

7.4 Assignments of Community Police Officers to beats shall be made for terms in accordance with Police Department policy. As a specialized assignment, they can remain in this assignment for six years with extensions of up to two years as approved by the Chief of Police. The city will negotiate applicable agreements with employee organizations to allow such six-year assignments.

7.5 Community Police Officers assigned to each beat shall work with any assigned Neighborhood Council and Neighborhood Services Coordinator in that beat to carry out the objectives established by the Neighborhood Council.

7.6 Specialized police units shall be decentralized to the extent possible in order to establish

continuity of services and relationships between police department personnel assigned to such units and community residents, community police officers, Neighborhood Councils, and Neighborhood Services Coordinators.

**Section 8 – Implementation**

8.1 The City Administrator or his/her designated agency head(s) shall be primarily responsible for the implementation of this program.

8.2 The implementation of this program shall require the cooperation of all city departments. The City Administrator shall establish an inter-departmental coordinating committee to insure the prioritization of community policing programs and activities by all relevant city departments and employees.

8.3 City staff shall work with other public agencies, the non-profit sector, and the business community to insure the successful implementation of this program.

In council, Oakland, California, MAY 17 2005, 2005

**PASSED BY THE FOLLOWING VOTE:**

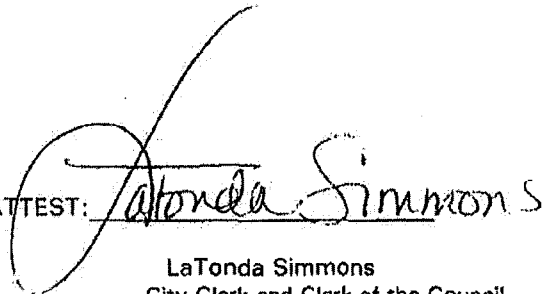
AYES- BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID AND  
PRESIDENT DE LA FUENTE - 7

NOES- 0

ABSENT- 0

ABSTENTION- 0

ATTEST:



LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California



# OAKLAND CITY COUNCIL

RESOLUTION NO. 79235 C. M. S.

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

*R. J. ...*  
2005 APR 13 PM 6:24

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_

RESOLUTION AMENDING RESOLUTION NO. 72727 C.M.S., WHICH IMPLEMENTED  
THE CITY OF OAKLAND'S COMMUNITY POLICING POLICY, TO PROVIDE A  
STRUCTURED APPROACH TO COMMUNITY INVOLVEMENT

WHEREAS, the people of Oakland require that their municipal government provide police services in the manner calculated to best insure public safety; and

WHEREAS, for the last two decades cities and police departments across the United States have adopted strategies to reduce reliance on 911-response policing and instead utilize approaches known as "Community Oriented Policing," "Problem Oriented Policing," or "Community Policing;" and

WHEREAS, the experience of the police departments which have adopted community policing strategy demonstrates the effectiveness of this approach in both reducing crime levels and increasing public sense of safety; and

WHEREAS, the Oakland Police Department has been a pioneer in the development and utilization of community policing strategies through such programs as Beat Health, Neighborhood Watch, and Home Alert; and assuming a leadership role in comparable efforts by the Oakland Housing Authority; and

WHEREAS, on June 11, 1996 the City Council of the City of Oakland passed Resolution No. 72727 to implement the community policing program in the City of Oakland and this Resolution was subsequently amended by Resolution No. 73185 C.M.S on December 17, 1996 and by Resolution No. 73916 C.M.S. on November 4, 1997; and

WHEREAS, community policing creates a working partnership between the community and the police to analyze neighborhood problems, set priorities, develop strategies, and work together to improve the quality of life in our neighborhoods; and

WHEREAS, community policing focuses on issues of ongoing public concern rather than specific incidents as reported; and

WHEREAS, community policing employs a comprehensive City inter-departmental approach to solving neighborhood problems; and

WHEREAS, community policing assists in the empowerment of neighborhoods by relying on the organization of people in our communities to identify problems, prioritize concerns, and develop solutions which are implemented through the cooperation and collaboration of neighborhood residents, public employees, and public officials;

NOW THEREFORE, the City Council of the City of Oakland hereby adopts the following policies for the implementation and institutionalization of community policing:

**THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Janny Castillo

Seconded by Commissioner: Lynette Jung-Lee

and approved by the following vote:

AYES: Commissioners Castillo, Jung-Lee, Griggs-Murphy, Hartwig, Hurd, Griffith

NAYS: 0

ABSTAIN: 0

EXCUSED: 0

ABSENT: 0

**THE FOLLOWING RESOLUTION WAS ADOPTED:**

**NUMBER: 4770**

**AUTHORIZING THE EXECUTIVE DIRECTOR TO APPOINT  
OAKLAND HOUSING AUTHORITY PARTICIPANT WILLIAM MAYES TO THE  
CITY OF OAKLAND COMMUNITY POLICING ADVISORY BOARD (CPAB)**

WHEREAS, the City of Oakland Resolution No. 72727 C.M.S. (adopted June 11, 1996) created a Community Policing Advisory Board (CPAB); and

WHEREAS, the resolution requires one member of the fifteen member board to be appointed by the Oakland Housing Authority (OHA); and

WHEREAS, the current OHA appointee has termed out, and a staff recommendation has been made to appoint William Mayes; and

WHEREAS, Mr. Mayes has been an OHA Resident Advisory Board member since December 2014, with a long history of exhibiting leadership and volunteerism within the OHA community; and

WHEREAS, Mr. Mayes is community leader, Neighborhood Leadership Institute (NLI) graduate who embodies the values of community and is always willing to help a community member in need; and

WHEREAS, staff believe would be he would great addition to the Community Policing Advisory Board, and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to appoint William Mayes to the Community Policing Advisory Board (CPAB) for a term of three years and make appropriate referral to the Mayor and City Council for appointment; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on August 28, 2017.*



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*Eric Johnson, Secretary/Executive Director*

**ADOPTED: August 28, 2017**

**RESOLUTION NO.: 4770**

CITY OF OAKLAND

17 OCT -5 PM 4:31

Approved as to Form and Legality  
*Douanna Moran*  
CITY ATTORNEY

# OAKLAND CITY COUNCIL

RESOLUTION No. \_\_\_\_\_ C.M.S.

INTRODUCED BY HONORABLE MAYOR LIBBY SCHAAF

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## RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF WILLIAM MAYES AS A MEMBER OF THE COMMUNITY POLICING ADVISORY BOARD

**WHEREAS**, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

**WHEREAS**, Resolution No. 72727 C.M.S., adopted June 11, 1996 and amended by Resolution No. 73916 C.M.S., adopted November 4, 1997, which changed the body's status from a Task Force to a Board, establishes that the Community Policing Advisory Board shall oversee, monitor and report at least twice yearly and provide recommendations on community policing to the Mayor, City Council, City Manager, and director of Police Services; and

**WHEREAS**, the Community Policing Advisory Board consists of fifteen (15) members, all Oakland residents, serving three-year terms, three appointed by the Mayor, one by each Councilmember, one by the Oakland Housing Authority, one by the Oakland Unified School District Board, and two by the Home Alert Steering Committee; and

**WHEREAS**, the Honorable Mayor Libby Schaaf has appointed **William Mayes**, to serve a three-year term, subject to confirmation by the City Council; now therefore be it

**RESOLVED:** That pursuant to City Charter section 601, the City Council hereby confirms the Mayor's reappointment of:

**William Mayes** to the Community Policing Advisory Board to serve a three-year term, as an Oakland Housing Authority representative, that began March 25, 2017 and ends March 24, 2020, filling the seat previously held by Reina Webb.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL-WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLÉN, KALB, KAPLAN AND PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_  
LATONDA SIMMONS  
City Clerk and Clerk of the Council of the  
City of Oakland, California