

CITY OF OAKLAND FILED
OFFICE OF THE CITY CLERK
OAKLAND
AGENDA REPORT

2007 SEP 13 PM 6:41

TO: Office of the City Administrator
ATTN: Deborah A. Edgerly
FROM: Police Department
DATE: September 25, 2007

RE: A Report and Proposed Resolution Amending Resolution No. 80786 C.M.S., Which Establishes Protocol for Expenditures of Police Department Salary Savings Funds, to Include Authorization to Use Salary Savings to Fund the Oakland Police Department's Internship Program

SUMMARY

The Oakland Police Department seeks to amend Resolution No. 80786 C.M.S., which states that salary savings can only be used to fund overtime, annuitants' salaries, and Police Academy training, and Council approval is required before salary savings can be used for any other purpose than those stated. The Department seeks to amend this resolution to include funding for the School Year Internship Program beginning the first week of October 2007.

FISCAL IMPACT

The Department sought funding for the OPD School Year Internship Program (SYIP) during the FY 2007-09 budget process, but did not receive funding.

The total anticipated amount of salary savings the Department will use for this program is \$56,000. The entire amount will be used to pay salaries for the interns in the 07-08 school year.

BACKGROUND

In July 2007, the Department presented to the Council a detailed report of expenditures associated with Police Department salary savings funds. As a result of that report, the Council adopted Resolution No. 80786 C. M. S., which identifies specific programs that can be funded through the use of salary savings, and requires that all other uses be brought before the Council for approval.

This year, 25 interns from the Summer Internship Program (SIP), coordinated by the Department's Background and Recruiting Unit, were assigned to the Police Department and placed in various Divisions to assist in daily operations while learning the law enforcement profession. As a result of the program's effectiveness, staff began creating the SYIP that would be coordinated by the Police Department.

Item: _____
Finance & Management Committee
September 25, 2007

KEY ISSUES AND IMPACTS

The SYIP will assist OPD in its recruiting efforts by providing an opportunity for staff to develop and mentor students who have law enforcement as a career interest. The goal is to provide these students with hands-on experience that will motivate them to choose OPD as their career path.

The rate of police cadets¹ that successfully complete the Police Academy and become Oakland police officers is over 90%. By implementing an internship program and recruiting more students, the Department can continue to successfully encourage students to become police officers.

The SYIP will also strengthen the partnership between youth and police. Working with the 35 summer youth interns (25 from the Summer Youth Program and 10 from the Mayor's Summer Youth Program combined), made a positive impact on police/youth relations, as relationships were fostered and mutual respect and trust was developed.

PROGRAM DESCRIPTION

While the police cadet program has been successful in assisting individuals transitioning to police officer, the number of police cadets has unfortunately varied significantly in past years. The School Year Internship Program (SYIP) is designed to increase the number of individuals becoming police cadets and successfully transitioning to become police officers. SYIP is a vital link in the Department's sustained recruiting efforts; the program assists interns in the development of law enforcement related skills by pairing them with police officer mentors who supervise and coach them in various positions within the Department. Interns work directly with their police officer mentors to learn skills required in the Criminal Investigations Division, Animal Control Division, Patrol Division, and the Office of the Chief of Police. Interns also provide a valuable service to the Department and the community by completing administrative tasks that might otherwise require the time of police officer or other OPD professional staff member.

In partnership with the Oakland Unified School District's work experience program, SYIP targets high school seniors who have expressed an interest in pursuing a law enforcement career. Recognizing OPD's success in transitioning police cadets to police officers, SYIP is designed as a feeder for the Police Cadet Unit, providing students with practical work experience and mentorship during the time just prior to their eligibility to become a police cadet.

¹ Cadets are hourly employees who receive training and practical work experience in various aspects of the police profession. Cadets must be between the ages of 17.5 and 20.5 and attending high school or an accredited college or university.

SYIP applicants will be required to complete a program application and submit to a modified background investigation. Once accepted, the interns must enroll in the School District's work experience program. The intern must continue his/her enrollment in work experience for the duration of the internship and maintain a passing cumulative grade point average that will enable the student to graduate from high school.

Upon receiving a high school diploma, the intern may apply to transition to a police cadet position. The intern may remain in a paid internship for three months following high school graduation to enable him/her to complete the requirements for hiring as a police cadet. Members of the Oakland Police Explorer Post 4 may continue as police explorers while participating in SYIP.²

Individuals selected as interns will be assigned to duties in Criminal Investigations Division, Animal Control Division, Patrol Division, or the Office of the Chief of Police and appointed police officer work site mentor/supervisor. The police officer mentor/supervisor will be responsible for completing the intern's work experience evaluations, supervising day to day activities, and assisting the intern in his/her exploration of a law enforcement career. The police officer mentor will be responsible for providing all necessary training to enable the intern to complete his/her assigned duties and responsibilities. Interns may be transferred between units however, when such transfers occur a mentor who is assigned to the same unit as the intern must be designated.

Interns will be scheduled for no more than 20 hours work per week, paid at the rate of \$10.00 an hour, and must be under the immediate supervision of a police officer mentor. Under no circumstances will interns be assigned to duties that may subject them to potential risk of conflict. With the permission of their police officer mentor and the approval of the watch commander, an intern may participate in Patrol Division ride-a-longs.

SYIP will be coordinated by the Recruiting and Backgrounds Unit. The Recruiting and Backgrounds Unit supervisor will be responsible for overall program supervision and evaluation. The Recruiting and Backgrounds Unit supervisor will provide a quarterly report to the OPD Deputy Director of Administration, outlining the number of interns, where they are assigned, names of the police officer mentors, and the number of interns who have successfully transitioned to police cadets.

² Oakland Police Explorer Post 4 is a chartered law enforcement explorer unit of the Learning for Life work site based explorer program. Learning for Life provides practical experience for young people between the ages of 14 through 20 years of age (www.learningforlife.org). The Oakland Police Explorers is a volunteer, community service oriented program allowing teenagers to explore the law enforcement career field.

SUSTAINABLE OPPORTUNITIES

Economic: The efforts of the Department to hire OUSD students supports the City's philosophy of hiring *Oakland First*, and providing jobs to students.

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

Social Equity: This program will assist in community relation between the police and youth, thereby increasing public safety.

DISABILITY AND SENIOUR ACCESS

There are no ADA or senior citizen access issues identified in this report.

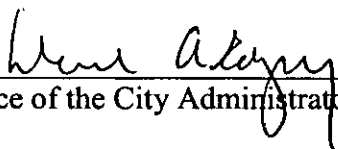
RECOMMENDATION

By enabling these students to work at OPD it is the goal of the Internship Program to guide these students through the Police Department into the Explorer Program, Cadet Program, and eventually into the Oakland Police Academy, Dispatcher Academy, or other position within the Department.

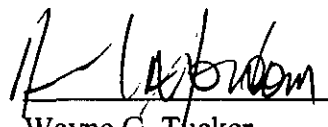
ACTION REQUESTED BY THE CITY COUNCIL

Staff recommends acceptance of this report and approval the proposed amended resolution authorizing the use of salary savings to fund the Oakland Police Department's Internship Program.

APPROVED AND FORWARDED TO
THE FINANCE & MANAGEMENT
COMMITTEE:


Office of the City Administrator

Respectfully submitted,

 FOR WGT
Wayne G. Tucker
Chief of Police

Prepared by:
Capt. R. Orozco
Bureau of Administration
Oakland Police Department

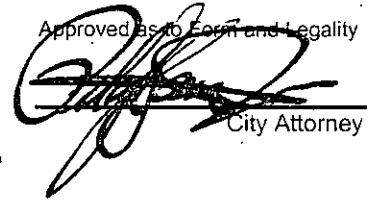
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OAKLAND CITY COUNCIL

Approved as to Form and Legality



City Attorney

RESOLUTION NO. _____ C.M.S.

RESOLUTION AMENDING RESOLUTION NO. 80786 C.M.S., WHICH ESTABLISHES PROTOCOL FOR EXPENDITURES OF POLICE DEPARTMENT SALARY SAVINGS FUNDS, TO INCLUDE AUTHORIZATION TO USE SALARY SAVINGS TO FUND THE OAKLAND POLICE DEPARTMENT'S INTERNSHIP PROGRAM

WHEREAS, on July 12, 2007, Council passed Resolution No. 80786 C.M.S., which authorized the expenditure of Police Department Salary Savings in three specific areas; and

WHEREAS, The Police Department seeks to amend Resolution No. 80786 to also authorize use of Salary Savings funds for the School Year Internship Program beginning the first week of October 2007; and

WHEREAS, the Department sought funding for the School Year Internship program during budget deliberations for FY 07-08, but did not receive funding; and

WHEREAS, the OPD School Year Internship Program will assist OPD in its recruiting efforts by providing an opportunity for staff to develop and mentor students who have law enforcement as a career interest; now, therefore be it

RESOLVED: That the City Council does hereby authorize the amendment of Resolution No. 80786 C.M.S., to additionally authorize use of Oakland Police Services Agency's Salary Savings funds for the School Year Internship Program.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, and PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California