



CITY OF OAKLAND

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2016 MAR 10 PM 1:26

# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Sean Whent,  
Chief of Police

**SUBJECT:** Cadet Program Grant

**DATE:** February 08, 2016

City Administrator Approval  
Approval

Date

3/9/16

## RECOMMENDATION

**Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator, Or Designee, To: 1) Enter Into A Funding Agreement With The Oakland Public Education Fund To Accept Grant Funds In An Amount Not To Exceed Seven Hundred Fifty Thousand Dollars (\$750,000) To Fund The Salary And Benefits Of 7.5 Full-Time Equivalent (FTE) Police Cadet Positions From December 17, 2015 Through November 30, 2018; And 2) Appropriate And Administer Said Funds To The Oakland Police Department; And 3) Authorize The General Purpose Fund To Subsidize The Central Services Overhead Costs Of Approximately One Hundred Four Thousand Two Hundred Ninety-One Dollars (\$104,291).**

## EXECUTIVE SUMMARY

The Oakland Police Department (OPD) received a grant award from the Oakland Public Education Fund to support hiring Oakland high school graduates and/or Oakland residents as Police Cadets for a period of three (3) years. Funding in the amount of \$750,000 will allow OPD to hire an additional 15 cadets (7.5 FTE positions). Cadets, hourly part-time employees between the ages of 18 and 21, will receive training and experience in various aspects of police service. The goal of the program is to provide a pathway for Oakland residents to OPD law enforcement careers.

## BACKGROUND AND LEGISLATIVE HISTORY

The Police Cadet Program is designed for hardworking, ambitious young men and women who desire to explore and develop careers in the field of law enforcement while completing college degrees. One of the measures of success of the cadet program is the number of cadets who move on to become Oakland Police Officers, further serving the community and applying their experience from the cadet program. Specific goals of the program include:

- Assist cadets to complete college degrees while providing them with insight into the law enforcement profession.
- Prepare cadets for a law enforcement service career as a Police Officer Trainee (POT) and then an officer, or other position within the Department.

Item: \_\_\_\_\_  
Public Safety Committee  
March 22, 2016

- Educate and train Police Cadets for the position of Police Officer Trainee.
- Develop college-educated Oakland Police Department/City of Oakland employees.

During the Fiscal Year (FY) 2015-17 biennial budget process, the Mayor and City Council approved an additional \$450,000 in one-time funds for a "Pipeline Pilot Program" to hire additional cadets who graduate from Oakland Public Schools to provide a path for residents to serve as sworn officers and in OPD civilian positions. The additional \$450,000 in one-time funds allows OPD to hire/maintain an additional 4.5 FTEs (nine cadets) over three years. The additional \$750,000 from the Oakland Public Education Fund will allow OPD to further grow the program by adding an additional 7.5 FTEs (15 cadets).

### **ANALYSIS AND POLICY ALTERNATIVES**

In 2016 OPD began the implementation of its new three-year strategic plan. The Department has faced a number of challenges in recent years and is currently under federal oversight. The City of Oakland has commissioned recent studies and evaluations focused on reducing crime and improving OPD; one recommendation is to increase the number of OPD personnel who reflect the community. This grant will help OPD to build a pipeline of future officers who have connections to Oakland; the cadet program will also further OPD's efforts to develop greater bonds between the department and community members.

The City began to again fund and operate police academies, which train POTs for the demanding position of police officer, in 2012<sup>1</sup>. The City now continues to hold two to three academies each year in a concerted effort to increase sworn staffing numbers. Applicants from Oakland, the bay area, and even other U.S. states apply for positions in Oakland's police academies. The cadet program is an essential part of ensuring that local young people from Oakland high schools and community colleges also consider becoming POTs; the cadet program also helps young Oaklanders learn more about OPD and the critical role police play in civil society.

The Police Cadet Program is designed for ambitious young men and women who desire to explore and develop careers in the field of law enforcement while completing their college education. The part-time paid internship program is for Oakland college-bound high school seniors or full time college students between the ages of 17.5 and 21. The cadets will rotate through various OPD divisions and learn the many different ways that law enforcement and OPD serve their community.

### **FISCAL IMPACT**

The starting salary for a full-time cadet is \$29,994 with a 10.20 percent fringe benefits rate. The fully burdened cost of 1.0 FTE cadet is \$31,731 (after factoring in the 4 percent vacancy rate). Within the grant period of performance (three years), the cadets will receive two raises (one percent in October 2016 and three percent in April 2017). In addition, the cadets will receive a step increase each year of employment as a Police Cadet. Lastly, there is a 15.36 percent

---

<sup>1</sup> Prior to 2012, the last OPD police academies were held in 2008.

Central Services Overhead (CSO) rate associated with the positions; OPD is requesting to waive the CSO costs because the Oakland Public Education Fund grant cannot be used for overhead costs. Table 1 below provides a summary of costs associated with hiring 7.5 FTE cadets.

Table 1: Three Year Costs of the 7.5 FTE Cadets

Category	Year 1 12/17/15- 11/30/16	Year 2 12/01/16- 11/30/17	Year 3 12/01/17- 11/30/18	PROGRAM TOTALS
7.5 FTE Salary and Benefits	\$238,378	\$250,609	\$259,247	<b>\$748,233</b>
CSO	\$33,226	\$34,931	\$36,135	<b>\$104,291</b>
Total Annual Cost	\$271,604	\$285,539	\$295,381	<b>\$852,524</b>

The Police Cadet Program grant funds will be appropriated in the Miscellaneous Grant Fund (2999); Training Section Org (103430); Civilian Regular Account (51111); Training Program (PS09); and in a project to be determined, as detailed in Table 2 below.

Table 2: Cadet Program Appropriation

Fund Source	Organization	Account	Project	Program	Amount
2999	103430	51111	TBD	PS09	\$750,000

## **PUBLIC OUTREACH / INTEREST**

Grant funds will be used to expand the Police Cadet Program and provide a pathway for Oakland residents to law enforcement careers within OPD. Such a program is of great interest to all Oaklanders as it helps the Oakland Police Department be a better reflection of the community it serves. OPD and the City will use several outreach strategies to ensure that many potential cadet applicants from local high schools and colleges are aware of the program. OPD is asking all employees who themselves have connections to the City, to leverage their local networks and share details of the cadet program. Additionally, OPD is working with the Merritt College Administration of Justice Program<sup>2</sup> to source candidates for the cadet program; students in the Merritt College program have already expressed an interest in law enforcement before entering the academic program. Additionally, OPD is reaching out to all the local high schools (both Oakland Unified School District and charter schools) to ensure that students receive notice about the cadet program.

## **COORDINATION**

This report was reviewed by the Office of the City Attorney, the Budget Office, and the Controller's Bureau.

<sup>2</sup> <http://www.merritt.edu/wp/adjus/>

**SUSTAINABLE OPPORTUNITIES**

***Economic:*** Hiring additional Cadets via this grant will generate additional jobs for graduates of Oakland high schools. Hopefully, these Cadets will seek full-time employment at OPD as Police Officers or seek other law enforcement careers within the department.

***Environmental:*** There are no environmental issues associated with this purchase.


***Social Equity:*** All Oaklanders benefit from having Officers and OPD employees who are from Oakland.

**ACTION REQUESTED OF THE PUBLIC SAFETY COMMITTEE**

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator, Or Designee, To: 1) Enter Into A Funding Agreement With The Oakland Public Education Fund To Accept Grant Funds In An Amount Not To Exceed Seven Hundred Fifty Thousand Dollars (\$750,000) To Fund The Salary And Benefits Of 7.5 Full-Time Equivalent (FTE) Police Cadet Positions From December 17, 2015 Through November 30, 2018; And 2) Appropriate And Administer Said Funds To The Oakland Police Department; And 3) Authorize The General Purpose Fund To Subsidize The Central Services Overhead Costs Of Approximately One Hundred Four Thousand Two Hundred Ninety-One Dollars (\$104,291).

For questions regarding this report, please contact Lieutenant Sekou Millington at (510) 238-4485.

Respectfully submitted,



Sean Whent *ACTING C.O.P.*  
Chief of Police  
Oakland Police Department

Reviewed by:  
Sekou Millington, Lieutenant  
OPD, Training Section

Prepared by:  
D. Nell Taylor, Fiscal Manager  
OPD, Office of the Chief, Fiscal Services

Bruce Stoffmacher, Legislation Manager  
OPD, Office of the Chief, Research and Planning

2016 MAR 10 PM 1:27

Approved as to Form and Legality

  
City Attorney

## OAKLAND CITY COUNCIL

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

---

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, OR DESIGNEE, TO 1) ENTER INTO A FUNDING AGREEMENT WITH THE OAKLAND FUNDING EDUCATION FUND TO ACCEPT GRANT FUNDS IN AN AMOUNT NOT TO EXCEED SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000) FROM TO FUND THE SALARY AND BENEFITS OF 7.5 FULL-TIME EQUIVALENT (FTE) POLICE CADET POSITIONS FROM DECEMBER 17, 2015 THROUGH NOVEMBER 30, 2018; 2) APPROPRIATE AND ADMINISTER SAID FUNDS TO THE OAKLAND POLICE DEPARTMENT; AND 3) AUTHORIZE THE GENERAL PURPOSE FUND TO SUBSIDIZE THE CENTRAL SERVICES OVERHEAD COSTS OF APPROXIMATELY ONE HUNDRED FOUR THOUSAND TWO HUNDRED NINETY-ONE DOLLARS (\$104,291).

**WHEREAS**, grant funds have been awarded to the Oakland Police Department to fund salary and fringe benefit costs of 7.5 FTE police cadet positions for three years, from December 17, 2015 to November 30, 2018; and

**WHEREAS**, the grant funds were awarded through the Oakland Public Education Fund using funds from an anonymous donor; and

**WHEREAS**, the grant provides funding to hire additional cadets who are residents of Oakland and/or graduated from an Oakland high school; and

**WHEREAS**, the grant funds will be provided in installments from the Oakland Public Education Fund each year for three years, from December 17, 2015 Through November 30, 2018, in an amount not to exceed seven hundred fifty thousand dollars (\$750,000); and

**WHEREAS**, to maximize the use of grant funds, OPD is requesting the General Purpose Fund subsidize the central services overhead charges of approximately one hundred four thousand two hundred ninety-one dollars (\$104,291); and

**WHEREAS**, funding will be appropriated in the Miscellaneous Grant Fund (2999), Training Section Org (103430), Training Program (PS09), in a Project to be determined; now, therefore be it

**RESOLVED:** That the City Council hereby authorizes the City Administrator, or designee, to accept, appropriate, and administer the Oakland Public Education Fund grant funds in an amount not to exceed seven hundred fifty thousand dollars (\$750,000) from December 17, 2015 through November 30, 2018 to fund the salary and benefits of 7.5 full-time equivalent (FTE) police cadet positions; and be it

**FURTHER RESOLVED:** That the City Council hereby authorizes the City Administrator to hire an additional 7.5 FTE Police Cadet positions to fulfill grant obligations; and be it

**FURTHER RESOLVED:** That the General Purpose Fund will subsidize central services overhead costs associated with the 7.5 FTE Police Cadet positions at approximately one hundred four thousand two hundred ninety-one dollars (\$104,291); and be it

**FURTHER RESOLVED:** That funding will be appropriated in the Miscellaneous Grant Fund (2999), Training Section Org (103430), Training Program (PS09), in a Project to be determined; and be it

**FURTHER RESOLVED:** That the City Attorney shall review and approve the proposed grant funding agreement with the Oakland Public Education Fund as to form and legality and a copy of the fully executed agreement shall be placed on file with the Office of the City Clerk; and be it

**FURTHER RESOLVED:** That the City Administrator, or designee, is authorized to conduct all negotiations, applications, agreements, and related actions which may be necessary for the completion of the aforementioned grant.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

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

NOES-

ABSENT-

ABSTENTION-

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