Agenda Report

TO: DEANNA J. SANTANA
FROM: Sean Whent CITY ADMINISTRATOR

Chief of Police


## RECOMMENDATION

Staff recommends acceptance of this informational report from the Oakland Police Department (OPD) on recruiting and sworn staffing levels as of August 31, 2013.

## EXECUTIVE SUMMARY

As requested by the Public Safety Committee, the following information reflects OPD's sworn staffing levels through August 31, 2013.

## ANALYSIS

Sworn staffing levels are approaching historically low levels. The chart below shows sworn staffing levels since 2000.

Table 1 - Sworn Staffing Since 2000

| Month-Year | Sworn <br> Staffing |
| :---: | :---: |
| Jan-00 | 675 |
| Jan-01 | 743 |
| Jan-02 | 732 |
| Jan-03 | 775 |
| Jan-04 | 756 |
| Jan-05 | 704 |
| Jan-06 | 683 |
| Jan-07 | 699 |
| Jan-08 | 736 |
| Jan-09 | 830 |
| Jan-10 | 780 |
| Jan-11 | 656 |
| Jan-12 | 642 |
| Jan-13 | 613 |

Item:

As of August 31, 2013, sworn staffing is at 616 officers. The 167 th Police Academy started on March 25, 2013 with 51 Police Officer Trainees (POTs). This academy class graduated thirty -six (36) officers on 20 Sep 13, and they are currently in Field Training.

OPD's authorized sworn strength, per the 2013-2015 police budget is 665 officers. In FY13-14, this total included 24 Community Oriented Policing Services COPS Hiring Grant officers and approximately 63 officers associated with Measure Y.

## PUBLIC OUTREACH/INTEREST

The Department continues to actively recruit candidates for the position of police officer trainee and lateral/post academy graduate police officer. Special emphasis has been placed on attracting and hiring Oakland residents and selective language candidates throughout the testing and selection process and by utilizing the community leaders and local schools and colleges to increase awareness in the community. The testing has started for the 169 th $^{\text {th }}$ Academy scheduled to begin on December 30 , 2013.

## Recruiting Strategies

A detailed outline of Recruiting \& Background Unit recruitment strategies are listed in Table 1 below. Current recruitment efforts target diverse, qualified candidates with an emphasis on Oakland residency and Equal Access Ordinance standards.

Table 1


Item:

| Revamp the current recruitment and hiring process and continuously look for process <br> improvements |
| :--- |
| Establish an oral board interview workshop |
| Create a Recruiting \& Background Unit FaceBook \& Twitter account |

In addition to the strategies outlined in Table 1 above, staff is hosting community partnership meetings in an effort to solicit feedback on current outreach strategies and encourage suggestions. Staff is also planning to create an on-line survey for academy graduates soliciting feedback on the recruiting and backgrounds process.

The Recruiting and Backgrounds staff attended or conducted the events listed below during the month of August 31, 2013.

- Merritt College POST Exam Workshop - 40 attendees
- Tree of Life Empowerment Ministries Job, Arts, Crafts \& Health Fair - 100 attendees, staff made contact with several of them regarding employment opportunities
- Art \& Soul Festival - several hundred attendees, this was good exposure for the community. Recruiting staff made contact with several interested Oakland residents.
- 14th Annual Laurel Street Fair - 120 attendees, staff made contact with several Dimond District residents regarding employment opportunities.
- Oakland Dragon Boat Festival - several hundred attendees, staff made contact with several interested bi-lingual Oakland residents.
- Physical Ability Test Practice Workshop - 11 attendees


## COORDINATION

The Department continues to work with the Department of Human Resource Management to complete the necessary steps associated with completing an academy. The City Attorney's Office and the Budget Officer were consulted in preparation of this report.

Item:

## Table 2 - Sworn Staffing by Year

OPD Sworn Staffing - Two Academies Per Year
Updated 9/30/13

| FY10-11 ' Jul-10 |  | Aug-10 | Sep-10 | Oct-10 | Nov-10 | Dec-10 | Jan-11 | Fe6-11' | Mar-11. | Apr-11 | May-11 | Jun-11 |  | Y Totals |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Filled | 775 | 687 | 684 | 679 | 673 | 670 | 660 | 653 | 662 | 657 | 647 | 641 |  | Layoffs |
| Layoffs | (80) |  |  |  |  |  |  |  |  |  |  |  |  | Attrition |
| Altntion | (6) | (7) | (3) | (7) | '(4) | (12) | (5) | (1) | (6) | (10) | (6) | (4) |  | Hires |
| Hires | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 10 | 1 | 0 | 0 | 0 | (138) | Net Change |
| Ending Filied | 689 | 682 | 681 | 672 | 669 | 658 | 655 | 662 | 657 | 647 | 641 | 637 |  |  |
| Authorized FTE | 723 | 723 | 723 | 723 | 723 | 723 | 669 | 669 | 669 | 669 | 669 | 669 | (5.92) | Avg Monthly |
| Over/(Under) | (34) | (41) | (42) | (51) | (54) | (65) | (14) | (7) | (12) | (22) | (28) | (32) | (5.92) | Attntion |
| FY11-12 | Jul-11 | Aug-11: Sep-1, ${ }^{\text {a }}$ |  | Oct-11 | Nov-11 | Dec-11 | Jan-12 | FeБ-12 | Mar-12 | Apr-12 | May-12 | Jun-12 | FY Totals |  |
| Filled | 637 | 632 | 655 | 653 | 647 | 645 | 643 | 651 | 659 | 657 | 652 | 646 | (45) | Attrition |
| Altrition | (6) | (2) | (4) | (6) | (3) | (4) | (3) | - | (5) | (5) | (6) | (1) |  | Hires |
| Hires | 1 | 25 | 2 | 0 | 1 | 2 | 11 | 8 | 3 | 0 | 0 | 0 | 8 | Net Change |
| Ending Filled | 632 | 655 | 653 | 647 | 645 | 643 | 651 | 659 | 657 | 652 | 646 | 645 |  |  |
| Authonzed FTE | 636 | 636 | 636 | 636 | 636 | 636 | 661 | 661 | 661 | 661 | 661 | 661 | (375) | Avg Monthly |
| Over/(Under) | (4) | 19 | 17 | 11 | 9 | 7 | (10) | (2) | (4) | (9) | (15) | (16) | (375) | Attrition |
| FY 2012-13 Begin Two Academies |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| FY12-13 Jul-12 |  | Aug-12 | Sep-12 | Oct-12 | Nov-12 | Dec-12 | Jan-13 | Feb-13 | Mar-13' | Apr-13. | May-13 | Jun-13 | FY Totals |  |
| Filled Attrition | 645 | 643 | 636 | 631 | 628 | 627 | 620 | 613 | 611 | 648 | 640 | 634 | (57) Altntion 44 Hires |  |
|  | (3) | (9) | (5) | (3) | (3) | (7) | (7) | (2) | (2) | (8) | (6) | (2) |  |  |
| Hires | 1 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | 39 | 0 | 0 | 0 | (13) Net Change |  |
| Ending Filled Authorized FTE | 643 | 636 | 631 | 628 | 627 | 620 | 613 | 611 | 648 | 640 | 634 | 632 | (475) | Avg Monthly Attntion |
|  | 613 | 613 | 613 | 613 | 613 | 613 | 633 | 633 | 633 | 633 | 633 | 633 |  |  |
| Over/(Under) | 30 | 23 | 18 | 15 | 14 | 7 | (20) | (22) | 15 | 7 | 1 | (1) |  |  |
|  |  |  | 166th: Academy |  |  |  |  |  |  | aderivy |  |  |  |  |

FY 2013-14 - Two Academies Budgeted (168th and 169th Academy included in baseline budget)


Item:
Public Safety Committee October 22, 2013

Table 3 - Sworn Attrition Data (9/1/12-8/31/13-12 month average is 5.0\%)

| Reason | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | July | Aug | Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Disability Retirement | 4 | 1 |  | 3 | 2 | 1 | 1 | 3 | 4 | 2 | 2 | 5 | 28 |
| Resignation |  |  | 1 |  | 3 |  |  |  |  |  |  | 1 | 5 |
| Resignation - Other Agency | 1 | 2 | 1 |  |  |  |  | 5 |  |  | 5 |  | 14 |
| Service Retirement |  |  | 2 | 2 | 2 | 1 | 1 | 0 |  |  |  | 2 | 9 |
| Termination |  |  |  |  |  |  |  |  | 1 |  |  | 1 | 2 |
| Deceased |  |  |  |  |  |  |  |  | 1 |  | 1 |  | 2 |
| Grand Total | 5 | 3 | 4 | 5 | 7 | 2 | 2 | 8 | 6 | 2 | 7 | 9 | 60 |

Table 4 - Demographic Information on Academies

| Class | Starting <br> Date | Starting <br> Number | Gender | Oakland <br> Residency | Language | Ending <br> Number |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: |
| $166^{\text {h }}$ <br> Academy | 17 Sep 12 | 53 | 15 Females <br> 42 Males | 7 | 8 <br> Cantonese/Mandarin <br> 4 Spanish | 39 |
| $167^{\text {m }}$ <br> Academy | 25 Mar 13 | 51 | 7 Females <br> 44 Males | 6 | 5 <br> Cantonese/Mandarin <br> 12 Spanish | 36 |

Table 5 - OPD Recruitment Data

| Police Hiring Steps - <br> $\mathbf{1 6 6}$ | Step <br> Date | Total | \% of <br> Total | \% Not <br> Advanced |
| :--- | :--- | :---: | :---: | :---: |
| Applications Received | $3 / 5 / 2012$ | 2301 | $100 \%$ | $-6 \%$ |
| Invited to Written | $3 / 21 / 2012$ | 2165 | $94 \%$ | $-65 \%$ |
| Invited to Physical Agility | $4 / 10 / 2012$ | 752 | $33 \%$ | $-72 \%$ |
| Invited to Oral Interview | $4 / 26 / 2012$ | 643 | $28 \%$ | $-82 \%$ |
| Background \& Character <br> Review | $5 / 18 / 2012$ | 409 | $18 \%$ | $-98 \%$ |
| Invited to Academy | $9 / 17 / 2012$ | 55 | $2 \%$ | $-98 \%$ |
| Academy Graduation | $3 / 20 / 2013$ | 39 | $2 \%$ | $-98 \%$ |


| Police Hiring Steps - <br> 167 | Step <br> Date | Total | \% of <br> Total | \% Not <br> Advanced |
| :--- | :---: | :---: | :---: | :---: |
| Applications Received | $6 / 11 / 2012$ | 1805 | $100 \%$ | $-9 \%$ |
| Invited to Written | $7 / 3 / 2013$ | 1636 | $91 \%$ | $-57 \%$ |
| Invited to Physical Agility | $7 / 28 / 2012$ | 710 | $39 \%$ | $-73 \%$ |

Item:
Public Safety Committee
October 22, 2013

Deanna J. Santana, City Administrator
Subject: Monthly Staffing Report
Date: October 10, 2013

| Invited to Oral Interview | $8 / 22 / 2012$ | 494 | $27 \%$ | $-87 \%$ |
| :--- | :---: | :---: | :---: | :---: |
| Background \& Character <br> Review | $9 / 17 / 2012$ | 231 | $13 \%$ | $-97 \%$ |
| Invited to Academy | $3 / 25 / 13$ | 51 | $3 \%$ | TBD |
| Academy Graduation | $9 / 20 / 2013$ | TBD | TBD | TBD |


| Police Hiring Steps - <br> $\mathbf{1 6 8}$ | Step Date | Total | \% of <br> Total | \% Not <br> Advanced |
| :--- | :---: | :---: | :---: | :---: |
| Applications Received | I1/I6/20I2 <br> $2 / 15 / 2013$ | 3824 | $100 \%$ | $-2 \%$ |
| Invited to Physical <br> Ability | $1 / 3-5 / 2013$ <br> $3 / 2 / 2013$ | 3760 | $98 \%$ | $-67 \%$ |
| Invited to Written | $1 / 19 / 2013$ <br> $3 / 25 / 2013$ | 1225 | $32 \%$ | $-32 \%$ |
| Invited to Oral <br> Interview | $2 / 19-$ <br> $21 / 2013$ | 830 | $22 \%$ | $-78 \%$ |
|  <br> Character Review | $4 / 11 / 2013$ | 450 | $12 \%$ | $-88 \%$ |
| Invited to Academy | $9 / 30 / 13$ | 57 | $<2 \%$ | $-98 \%$ |
| Academy Graduation | $3 / 28 / 2014$ | TBD | TBD | TBD |

Table 6 - PATROL DATA

|  | District 1 | District 2 | District 3 | District 4 | District 5 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Number of officers | $1^{\text {st }}$ Watch 15 | $1^{\text {s }}$ Watch 14 | $1^{\text {st }}$ Watch 17 | $1^{\text {st }}$ Watch 16 | $1^{\text {st }}$ Watch 16 |
| assigned to patrol 237 | $2^{\text {nd }}$ Watch 17 | $2^{\text {nd }}$ Watch 14 | $2^{\text {nd }}$ Watch 13 | $2^{\text {nd }}$ Watch 16 | $2^{\text {nd }}$ Watch 17 |
|  | $3^{\text {rd }}$ Watch 16 | $3{ }^{\text {rd }}$ Watch 15 | $3^{\text {rd }}$ Watch 17 | $3{ }^{\text {rd }}$ Watch 13 | $3{ }^{\text {rd }}$ Watch 18 |
|  | Total 48 | Total 43 | Total 50 | Total 45 | Total 51 |
| Number of officers assigned to evening shifts | 33 | $\underline{29}$ | 30 | $\underline{29}$ | $\underline{35}$ |

*Open beats are covered on overtime.
Table 7 - FIELD TRAINING DATA

| In Field Training (FTO) | Entered <br> FTO | Completed <br> FTO |
| :--- | :--- | :--- |
| $166^{\text {hh }}$ Academy | 39 | 37 |
| $167^{\text {ih }}$ Academy | 36 | TBD |

Item:

There are approximately 88.5 civilian vacancies in the Oakland Police Department. The below list denotes status.

Table 8 - CIVILIAN VACANCIES

| Job Classification | $\begin{array}{\|l} \hline \# \\ \text { Vacancies } \\ \hline \end{array}$ | \# <br> Authorized | $\underline{\text { Status }}$ |
| :---: | :---: | :---: | :---: |
| Police Dispatchers/Operators | 15 | 75 | 40 candidates on list, 25 in backgrounds due 10/31/13 |
| Police Services Tech II * 20 added in January 2013 | 22 | 59 | 38 out of the 52 candidates that participated in the hiring interviews on 8 Oct 13 will be moving into the background process. Tentative start date is 2 Dec 13 . |
| Crime Lab <br> Criminalist II * 5 new <br> Criminalist III * 1 new <br> Latent Print Examiner II <br> Latent Print Examiner III* new | $\begin{aligned} & 7 \\ & 1 \\ & 2 \\ & 1 \end{aligned}$ | $\begin{aligned} & 17 \\ & 4 \\ & 4 \\ & 1 \end{aligned}$ | All applications being screened, working with Crime Lab Manager on exam dates. <br> Pending hiring approval with a tentative start date of 21 Oct 13 . |
| Police Services Manager II - IT * new | 1 | 1 | Add/Delete in approval process to upgrade position |
| Police Evidence Tech *new | 4 | 18 | Requisition submitted for approval |
| Police Records Specialist | 7 | 54 | 2 pending hire approval with tentative start date of 21 Oct 13 and 5 pending background. |
| Director of Animal Services | 1 | 1 | * 8 candidates scheduled for hiring interviews on 23 Oct 13. |
| Manager, Animal Services Animal Control Officer | $1$ | $\begin{aligned} & 1 \\ & 12 \end{aligned}$ | Add/Delete in approval process to expand position to include facility management and volunteer program New requisition submitted for approval. Pending hiring manager interview for Animal Control Officer. |
| Project Manager II - Ceasefire | 1 | 1 | New hire will start 12 Oct 13 |
| Public Information Officer II | 1 | 0 | Add/Delete in approval process to fund position - pending funding |
| Crossing Guards | 4 | 14.65 | Hire paperwork submitted |
| Intake Technicians | 8 | 0** | DHRM conducted oral examination on $8^{\text {th }}$ and $9^{\text {th }}$ of October 13. Anticipate eligibility list by week of 28 Oct 13 . |

Item:

| Police Cadet | 4 | 9. | 12 candidates on list, 10 in backgrounds <br> due $9 / 30 / 13 * 3$ cleared $/ 7$ still pending <br> backgrounds. |
| :--- | :--- | :--- | :--- |

*New positions added and funding received July 1, 2013 to recruit. ** Pending funding

## COST SUMMARY/IMPLICATIONS

There are no fiscal impacts associated with this informational report.

## SUSTAINABLE OPPORTUNITIES

Economic: There are no economic opportunities associated with this report.
Environmental: There are no environmental opportunities associated with this report.
Social Equity: Hiring more police officers will provide additional resources, thereby enhancing public safety efforts.

For questions concerning the contents of this report, please contact Danielle Outlaw Deputy Chief of the Bureau of Risk Management, at 510-238-6093.


Prepared by:
Danielle Outlaw, Bureau of Risk Management Oakland Police Department

Item:

