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# AGENDA REPORT

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

**FROM:** Peter Kim  
Interim Chief of Violence  
Prevention

**SUBJECT:** Department of Violence Prevention  
Implementation

**DATE:** June 6, 2019

City Administrator Approval

Date:

6/6/19

## RECOMMENDATION

**Staff Recommends That The City Council Receive An Informational Report From The City Administrator On The Implementation Of Ordinance No. 13451 C.M.S. Which Established The Department Of Violence Prevention On Ending The Epidemic Of Violent Crime In Oakland And Healing Trauma In Impacted Communities.**

## EXECUTIVE SUMMARY

This informational report is a standing item at the Life Enrichment Committee. Measure Z (Oakland Public Safety and Services Violence Prevention Act of 2014) provides a dedicated funding stream for community policing and community-focused violence prevention and intervention strategies. For the Fiscal Year 2018-19, the City has budgeted approximately \$27.4 million in Measure Z funds dedicated to the objectives of (1) reducing homicides, robberies, burglaries, and gun-related violence, (2) improving police and fire emergency 911 response times and other police services, and (3) investing in violence intervention and prevention strategies that provide support for at-risk youth and young adults to interrupt the cycle of violence and recidivism.

The Measure Z legislation also calls for a joint meeting of the City Council and Safety and Services Oversight Commission (SSOC), along with any other public-safety related boards and commissions, which occurred on April 30, 2019 at 6:00 pm. The objective of the meeting was for city departments to provide an accountability report of public safety and violence prevention activities performed using Measure Z funds. In that report, a brief summary of the purpose and vision of the DVP, as articulated in the Ordinance approving its creation, was presented as an opportunity to reimagine and strengthen the City's approach towards eliminating violence in Oakland.

In 2017, the City Council created the Department of Violence Prevention (DVP) with the desire to better align, amplify and elevate Oakland's violence prevention efforts. The City Administrator is charged with its implementation. The mission of the DVP is to work directly with victims of violent crime - and those who are most likely to be future victims or perpetrators of violent crime - to dramatically reduce violent crime and to serve communities impacted by violence to end the

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cycle of trauma. The DVP shall pursue a public health approach to violence prevention and will focus on the successful implementation of community-led violence prevention and intervention strategies to realize sustained safety and stability of the communities most-impacted by violence.<sup>1</sup>

The work to dramatically reduce violent crime and to serve communities impacted by violence to end the cycle of trauma is complex.

The City has engaged the Urban Strategies Council to coordinate and facilitate a robust and inclusive citywide community stakeholder engagement and convening process, including a community-based Participatory Research component, that will culminate in a community leadership summit. USC has provided a status update (**Attachment A**) since the last Life Enrichment Committee on May 28, 2019. In addition, the USC Executive Director will be present at the meeting to provide an oral report on the Summit schedule for June 8 (that will be held after the publication of this written report).

On June 11, 2019, the Public Safety Committee will consider staff's recommendation to award agreements to non-profit service providers that will perform violence prevention strategies under the two-year spending plan that will begin July 1, 2019.

The City Administrator's Office, working with The Hawkins Company, expects that a permanent Chief of Violence Prevention will be announced and in attendance at the June 8 Summit, prior to the June 11, 2019 Life Enrichment Committee meeting.

A timeline of the various DVP activities is as follows:

Objective	Task	Lead	Target Completion Date	Actual Completion Date
<b>A. Engage community stakeholders through a robust and inclusive citywide participatory research and convening process.</b>				
	Participatory Research component.	Urban Strategies Council / Steering Committee (USC)		November 10, 2018 (Research Briefing including approx. 85 participants.)
	Quantitative Research Preliminary Report	USC	January 31, 2019	New Target Date – May 2019
	Qualitative Research Preliminary Report	USC	February 28, 2019	New Target Date – May 2019
	Community Summit	USC	May 18, 2019	New Target Date – June 8, 2019

<sup>1</sup> This mission statement is taken directly from City Council Ordinance No. 13451 C.M.S. establishing the Department of Violence Prevention.

	Final Report – Quantitative/Qualitative and Participatory Research Findings	USC	June 30, 2019	New Target Date – July 2019
<b>B. Invest in violence intervention and prevention strategies that provide support to at-risk youth and young adults to interrupt the cycle of violence and recidivism. (from Measure Z)</b>				
	Conduct extensive listening campaign.	Oakland Unite (OU)	Aug 31, 2018	Aug 24, 2018
	Complete and present new Two-Year Spending Plan on violence prevention strategies	OU	Dec 11, 2018	Dec 11, 2018
	Release RFP and provide technical assistance to potential service providers.	OU	Jan 18, 2019	Jan 18, 2019
	Council approval of contract awards to service providers.	OU	June 4, 2019	New Target Date – June 18
	Service providers begin work on two-year spending plan violence prevention strategies.	OU	July 1, 2019	
<b>C. Hire of Permanent Chief of Violence Prevention</b>				
	Conduct stakeholder engagement regarding desired qualities and characteristics.	Hawkins Company / City Administrator.	Nov / Dec 2018	Nov / Dec 2018
	Release job profile / announcement.	Hawkins Company / City Administrator	January 14, 2019	January 14, 2019
	Evaluate / interview applicants.	Hawkins Company / City Administrator	April 19, 2019	May 3, 2019
	Extend offer to final applicant.	Hawkins Company / City Administrator	May 3, 2019	June 2019

### **BACKGROUND / LEGISLATIVE HISTORY**

The City Council adopted Ordinance No. 13451 C.M.S. on July 24, 2017 that amended Chapter 2.29 of the Oakland Municipal Code entitled "City Agencies, Departments and Offices" to create

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the Department of Violence Prevention focusing on ending the epidemic of violent crime in Oakland and healing trauma in impacted communities. Also, as part of the FY 2017-19 Adopted Budget, the City Council established 3.0 FTE for the new department, including a Chief of Violence Prevention, Deputy Chief of Violence Prevention and Administrative Analyst II.

At the Life Enrichment Committee on February 13, 2018, staff prepared an informational report, as scheduled by the Rules Committee on January 25, 2018, that briefly outlined the on-going violence prevention work and next steps in the recruitment and hiring of a permanent Chief of Violence Prevention. In the meantime, the City Administrator appointed an Interim Chief of Violence Prevention.

On May 15, 2018, the City Council approved Resolution No. 87192 C.M.S. authorizing the City Administrator to enter into a contract with Urban Strategies Council, a community building nonprofit organization based in Oakland, CA, to coordinate and facilitate a robust and inclusive community stakeholder engagement process, including a community-based Participatory Research component, that will culminate in a community leadership summit that will inform the planning and implementation of DVP strategic planning and operations. The contract was executed on June 11, 2018.

At the Rules Committee on June 28, 2018, at the request of Councilmember McElhaney, staff was directed to prepare an informational report on the implementation of the department for the Life Enrichment Committee meeting of July 17, 2018. This informational report was continued to the meeting of September 11, 2018 and September 25, 2018.

On September 13, 2018, the Rules Committee approved a standing item directing staff to provide a regular update on the implementation of the Department of Violence Prevention at the Life Enrichment Committee.

### **ANALYSIS/POLICY ALTERNATIVES**

In 2017, the City Council created the Department of Violence Prevention (DVP) with the desire to better align, amplify and elevate Oakland's violence prevention efforts. The City Administrator is charged with its implementation. The mission of the DVP is to work directly with victims of violent crime - and those who are most likely to be future victims or perpetrators of violent crime - to dramatically reduce violent crime and to serve communities impacted by violence to end the cycle of trauma. The DVP shall pursue a public health approach to violence prevention and will focus on the successful implementation of community-led violence prevention and intervention strategies to realize sustained safety and stability of the communities most-impacted by violence.<sup>2</sup>

As referenced in City Council Ordinance No. 13451 C.M.S., Measure Z (Oakland Public Safety and Services Violence Prevention Act of 2014) provides a dedicated funding stream for community policing and community-focused violence prevention and intervention strategies. For the Fiscal Year 2018-19, the City has budgeted approximately \$27.4 million in Measure Z funds

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<sup>2</sup> This mission statement is taken directly from City Council Ordinance No. 13451 C.M.S. establishing the Department of Violence Prevention.

dedicated to the objectives of (1) reducing homicides, robberies, burglaries, and gun-related violence, (2) improving police and fire emergency 911 response times and other police services, and (3) investing in violence intervention and prevention strategies that provide support for at-risk youth and young adults to interrupt the cycle of violence and recidivism.

Of the \$27.4 million in Measure Z funds, about 40% (\$9.8 million) is dedicated to provide a public health approach to reducing violence by specifically investing in violence intervention and prevention strategies that provide support for at-risk youth and young adults to interrupt the cycle of violence and recidivism. Within the city organization, Oakland Unite manages this work and uses collaborative strategies that focus on youth and young adults at highest risk of engaging in or becoming victims of violence such as: (a) street outreach and violence interruption; (b) crisis response, including hospital-based intervention to survivors of violence, and support services to families of homicide victims; (c) life coaching, advocacy and intensive case management; (d) employment and education support; and (e) advocacy and support services for commercially sexually exploited children (CSEC) and for domestic/family violence victims. Oakland Unite administers these violence intervention funds through grant agreements with 26 nonprofit and public agencies and by providing direct services within the City to individuals at highest risk for violence.

On December 11, 2018, the City Council approved a two-year spending plan for the City's Oakland Unite violence prevention strategies categorized into four (4) strategic investment areas as follows with shifts from the last spending plan based on feedback from extensive community listening sessions:

- Gun Violence Response, including gun violence response and coordination, violence interruption, adult life coaching, and adult employment and education.
- Gender-Based Violence Response, including commercial sexual exploitation response and family violence response.
- Youth Diversion and Reentry, including youth diversion, youth life coaching and reentry coordination, and youth education and employment.
- Community Healing, including community outreach and engagement, grassroots mini-grants for healing centered activities, and trauma informed training for the provider network.

The Request for Proposals (RFP) for the spending plan was released on January 18, 2019 for implementation to begin on July 1, 2019.

The work to dramatically reduce violent crime and to serve communities impacted by violence to end the cycle of trauma is complex. The violence prevention strategies in place must be diligently monitored, evaluated and adjusted, and will require continued discipline if positive results are to be realized.

Early in 2018, the independent evaluator, Mathematica Policy Research, released a Strategy evaluation that produced findings that showed adults who participated in Oakland Unite-funded programs had fewer short-term arrests for violent offenses. While there is much more work to

do, the evaluation indicates that the city's investment is moving the needle in the right direction. Mathematica Policy Research also prepared a separate Agency Report that contained a profile of services for each OU grantee program. Each 2-page profile contained a brief program description, participant characteristics, service delivery statistics, and program successes and challenges as reported by the grantee profiled. This information, including the complete Agency Report, prepared by Mathematica Policy Research, was presented to the Safety and Services Oversight Commission (SSOC) on April 23, 2018, to the Public Safety Committee on May 8, 2018, and to the City Council on May 15, 2018.

In addition, the City has engaged the Urban Strategies Council to coordinate and facilitate a robust and inclusive citywide community stakeholder engagement and convening process, including a community-based Participatory Research component, that will culminate in a community leadership summit. The themes and recommendations that come out of the Participatory Research process and community leadership summit will further inform the planning and implementation of DVP strategic planning and operations.

At the Life Enrichment Committee meeting on January 15, 2019, the USC Executive Director presented the highlights from the quantitative and qualitative data analyses completed thus far and initial findings. A completed report on the quantitative data and findings is now expected in April, as is a completed report on the qualitative data and findings.

The Steering Committee for the USC work met on January 16 and discussed the vision and goals for the community leadership summit. Ideas that emerged from that meeting and remain at the forefront of Summit planning include:

- a healing space for survivors, impacted individuals and family members to come together to process and share their experiences of trauma, loss and pain among allies and loved ones; to build fellowship and community with intentional healing activities;
- a venue for community most impacted by violence and trauma to voice their concerns, describe their experiences and pose questions to a defined audience (i.e., law enforcement, system leaders, or the incoming Chief of Violence Prevention; like the barbershop forums;
- a conference or summit that focuses on dialogue and workshops geared towards mining the community and stakeholders of ideas and concerns to produce concrete recommendations for the DVP;
- a kick-off event to signal the beginning of a movement and begin building a base of supporters and members, with goal of amassing collective power towards a goal;
- simply a celebration of love, resiliency and community.

The consistent theme across all the ideas is that the community leadership summit must include those individuals and communities most impacted by violence and trauma and be an intentionally-designed safe space for these individuals. The Steering Committee determined a date of June 8, 2019 for the leadership summit which will take place at the Oakland Museum and will focus upon four topic areas: Gun Violence, Domestic Violence, Sexual Violence/CSEC and Family/Victim Supports. A professional event planner, Deanna Roberts has been selected to support the planning and implementation. The Steering Committee continues to meet weekly to plan the structure, activities and implementation of the Summit.

Lastly, in parallel with the work of Oakland Unite and the Urban Strategies Council, the City continues with the search of a new Chief of Violence Prevention. In November and December 2018, The Hawkins Company, an executive search firm, conducted multiple stakeholder engagement meetings and based on the information gathered has drafted a job profile that was released on January 14, 2019 with first consideration given to applications received by February 22. Panel interviews with candidates were conducted on May 3, 2018. The City Administrator's Office, working with The Hawkins Company, expects that a permanent Chief of Violence Prevention will be announced and in attendance at the June 8, 2019 Summit.

### **FISCAL IMPACT**

This is an informational report that has no direct fiscal impact.

As prescribed in Measure Z (Fund 2252) – Violence Prevention and Public Safety Act of 2014, the \$27.4 million in FY 2018-19 is budgeted in the following categories:

Table 1. Measure Z Funding Allocations by Category

<b>Category</b>	<b>Amount</b>
Audit and Evaluation	\$0.8 million
Oakland Fire Department	\$2.0 million
Oakland Police Department	\$14.8 million
Oakland Unite / Violence Intervention and Prevention	\$9.8 million

The Department of Violence Prevention was established with a budget for 3.0 FTE sourced from the General Purpose Fund (Fund 1010) and Measure Z (Fund 2252). The Chief of Violence Prevention is funded from Fund 1010. Both the Deputy Chief and Analyst positions are 0.50 FTE funded from Fund 1010 and 0.50 FTE funded from Fund 2252.

The Urban Strategies Council contract (\$300,000) is funded from salary savings in Fund 1010 from both FY 2017-18 and current year FY 2018-19 and has a remaining balance of \$65,590 as of March 29, 2019.

As of March 29, 2019, the budget and expenses within the department are summarized below:

Table 2. DVP FY 2018-19 Budget and Expenses as of March 29, 2019.

<b>FY 2018-19</b>	<b>Budget</b>	<b>Actual Expenses</b>	<b>Percent Spent</b>
Fund 1010 – General Purpose			
<i>Personnel</i>	\$263,463	\$200,065	76%
<i>Operations &amp; Maintenance</i>	\$198,380	\$151,109	76%
Fund 2252 – Measure Z <sup>3</sup>			
<i>Personnel</i>	\$261,209	\$0	0%

### **PUBLIC OUTREACH / INTEREST**

This informational report is posted in accordance with the standard City Council agenda noticing procedures.

### **COORDINATION**

This informational report is prepared by the Interim Chief of Violence Prevention, in coordination with the City Administrator's Office.

### **SUSTAINABLE OPPORTUNITIES**

**Economic:** There are no direct economic opportunities associated with this report.

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

**Social Equity:** The outcome goal of City's work around violence prevention is to dramatically reduce, if not eliminate, violent crime that disproportionately impacts our communities of color, especially African-Americans, and interrupt the cycle of violence, trauma and recidivism.

### **ACTION REQUESTED OF THE CITY COUNCIL**

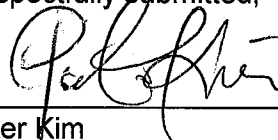
Staff Recommends That The City Council Receive An Informational Report From The City Administrator On The Implementation Of Ordinance No. 13451 C.M.S. Which Established The Department Of Violence Prevention On Ending The Epidemic Of Violent Crime In Oakland And Healing Trauma In Impacted Communities.

<sup>3</sup> Fund 2252 – Measure Z budget in DVP is sourced from the "Audit and Evaluation" category as shown in Table 1.



For questions regarding this report, please contact Peter Kim, Interim Chief of Violence Prevention at (510) 238-2374.

Respectfully submitted,



Peter Kim  
Interim Chief of Violence Prevention

Reviewed by:  
Stephanie Hom  
Deputy City Administrator

Attachments (1):

- A. Urban Strategies Council Memorandum Dated June 4, 2019 Regarding Project Update – Department of Violence Prevention Community Research and Leadership Summit Planning Contract



## MEMORANDUM

To: Stephanie Hom, Deputy City Administrator, City of Oakland  
From: David Harris, President and CEO, Urban Strategies Council  
Date: June 4, 2019  
Re: Project Update – Department of Violence Prevention Community Research and Leadership Summit Planning Contract

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### **SAFE OAKLAND SUMMIT UPDATE**

- Safe Oakland Summit to be held on Saturday June 8<sup>th</sup> 9 am – 4 pm.
- New Summit Location – Oakland Marriott – Downtown (10<sup>th</sup> & Broadway)
- Registration Goal – 300 attendees (approx. 275 people have registered)
- Summit Program Highlights – Opening/DVP Framing, Review of Research Findings, Discussion Groups (2), Intro to DVP Chief
- Summit Discussion Tracks – Gun Violence, Domestic Violence, Child Sexual Commercial Exploitation, Family Support
- Summit Support Services – Resource Fair, Translation, Children's Activities, Healing Supports
- Funding update – USC has obtained sponsorships (totaling \$13,500) from the following: East Bay Community Foundation, Hope and Heal Fund, Kaiser Permanente, and Supv. Wilma Chan. The owner of the Smart and Final parking lot is donating parking spaces for the event.
- Budget update – Summit expenses exceed income by approximately \$10,000. This amount does not include USC staff expenses (most staff budget lines were exhausted by 3/31/19 – the original end of the contract date).

### **BACKGROUND**

In June 2019, the City of Oakland contracted with the Urban Strategies Council (USC) to coordinate an innovative and robust citywide community research, engagement and convening process to provide the City of Oakland policy and practice guidance and recommendations for the planning and startup implementation of the newly established Department of Violence Prevention (DVP).

The contract identified five (5) primary outcomes: 1) assembling quantitative data, re: gun and domestic violence, and commercially and sexually exploited children (CSEC) in Oakland; 2) identifying best practices and innovative efforts in violence prevention in Oakland and other comparable cities; 3) implementing a community-focused participatory action research process engaging Oakland residents most impacted by violence; 4) organizing a citywide community convening to provide program and policy recommendations for the DVP and new Chief; and, 5) facilitating and coordinating a DVP Project Steering Committee (consisting of representatives from the City, Brotherhood of Elders Network and DVP Community Coalition).

In summary, primary research activities (both quantitative and qualitative) have been completed. A project briefing was convened in November 2018 to update key project stakeholders on preliminary research findings. The DVP Project Steering Committee has met bi-weekly since September 2018 and recently set June 8th as the date for a community wide violence prevention summit.

The Steering Committee will continue to meet weekly, through June, to advise and assist Summit planning. A final contract report, including recommendations, will be presented to the City in June 2019. Interim reports, summarizing quantitative and qualitative research findings have been completed and will be reviewed by the DVP Project Steering Committee.

This update is divided into two sections: 1) a dashboard summarizing progress towards the contract outcomes, and 2) an activity review for each phase of the contract.

### **OUTCOMES DASHBOARD**

<b><u>Contract Deliverable</u></b>	<b><u>Off Target</u></b>	<b><u>Close to Target</u></b>	<b><u>Hitting Target</u></b>	<b><u>Comments</u></b>
Quantitative Research (Data Review, Comparative Analysis)			<b>X</b>	Research activities completed.
Qualitative Research (Interviews/Focus Groups)			<b>X</b>	Research activities completed.
Citywide Violence Prevention Summit		<b>X</b>		New Summit date proposed (6/8/19). (Note 1)
DVP Project Steering Committee Support			<b>X</b>	Steering Committee actively engaged.
Quantitative Research Interim Report	<b>X</b>			Completed – awaiting Steering Committee review.

Qualitative Research Interim Report			<b>X</b>	Completed – awaiting Steering Committee review.
Final Project Report (with recommendations)		<b>X</b>		To be completed 6/30. (Note 3)

Note 1 – Original Summit date (2/19) pushed back to align with selection process for new DVP Chief. New date proposed – 6/8/19. DVP Fellows will be deployed to recruit individuals interviewed for the research project and other community residents to attend Summit.

Note 2 – City request for research update reports added to contract 1/19. Originally proposed to be completed late-January; completed – April. There have been challenges obtaining open source domestic violence and CSEC data at a city level.

Note 3 – To be completed after the 6/19 Summit

### **ACTIVITY REVIEW (BY PROJECT PHASE)**

The contract tasks are organized into four phases of work/activity: 1) Pre-Summit Research; 2) Summit and Convenings; 3) Post-Summit Reporting; and, 4) Ongoing Activities. Following is an update of the contract activities by phase.

#### **Task Area 1 - Pre-Summit Research**

- USC research staff has completed the literature review of violence prevention best practice policies and programs. A summary of the comparative analysis of select California and U.S. city efforts/investments in violence prevention has been presented to the DVP Project Steering Committee. The analysis of quantitative data for the City of Oakland and non-City jurisdictional districts is near completion. (Domestic violence and CSEC data is incomplete due to limited sources at the City level.)
- USC staff has completed an inventory of existing research reports on violence and community safety in Oakland.
- A report on the quantitative research findings has been completed and will be presented to the City, pending Steering Committee review.
- USC staff has attended four OU listening sessions to collect insights and feedback on current programming efforts and has provided OU staff initial project research findings to inform development of the OU Spending Plan.
- USC project Research Fellows has completed approximately 500 interviews with Oakland resident directly impacted by, or living in communities most impacted by, violence. Fellows have met regularly to review progress, and are assisting with: survey distribution, focus group facilitation, interviews with key stakeholders, and project coordination/research tasks.
- 14 community-based organizations have been selected for project mini-grants of \$750 - \$1500 to conduct focus groups of residents impacted by family/sexual/community violence. These organizations include: Adamika

Village; Asian Prisoner Support Committee; Cata's Polished Act; Changing Criminal Behaviors; Community Christian Church; Center for Youth Opportunities; Global Communication Education and Arts; Men of Influence; No More Tears; Positive Communications Inc.; Resident Action Council; Saving Shorty; Youth Alive; and, Young Women's Freedom. All mini-grantees have completed focus group outcomes.

- Three organizations have been selected for and completed mini-grants, conducting interviews and focus groups with special populations (domestic violence and CSEC victims/offenders). These organizations include: A Safe Place, Bay Area Women Against Rape, and MISSEY.
- Two commissioned research papers are in production (G. Galvis – Restorative Justice; T. Owens – Intersection of Community Violence and Housing Instability)
- A total of approximately 525 residents have attended/completed interviews, focus groups and resident surveys to inform the qualitative research component of the project. USC staff has transcribed approximately 95% of the interview/focus group recordings. All of the transcribed interviews have been analyzed by USC staff. A report on the qualitative research findings has been completed and will be presented to the City, pending Steering Committee review.

#### Task Area 2 - Summit and Convenings

- A research briefing for the Steering Committee was held in early November. Approximately 85 people attended the briefing, including: Steering Committee representatives; USC Research Fellows; mini-grant recipients; and, OU contract stakeholders.
- The Steering Committee and DVP Research Fellows recommended the following Summit goals:
  - Create a healing space for survivors, impacted individuals and family members to come together to process and share their experiences of trauma, loss and pain among allies and loved ones; build fellowship and community, with intentional healing activities
  - Facilitate political action that is strategically structured to secure commitments from system leaders or elected officials or the incoming Chief of VP
  - Similar to the barbershop forums, offer a venue and platform for community most impacted by an issue (in this instance, violence and trauma) to voice their concerns, describe their experiences and pose

- questions to a particular audience (i.e. law enforcement, system leaders, or the incoming Chief of VP)
- Convene a peace summit aimed at truce-making between active groups in Oakland at the center of the violence; invite the leaders, influential figures and "hitters" who are organic to and embedded in the street dynamics of the community, and their close family members; hear directly from them their needs and ideas towards eliminating violence
  - A convening that focuses on dialogue and workshops geared towards mining the community and stakeholders of ideas and concerns to produce concrete recommendations for the DVP
  - A kick-off event to signal the beginning of a movement and begin building a base of supporters and members, with goal of amassing collective power towards a goal
  - Simply organize a celebration of love, resiliency and community
- The Steering Committee originally selected May 18, 2019 as the date for the citywide leadership summit. This date, however, conflicted with the Malcolm X Jazz Festival; therefore, the new date for the summit is June 8<sup>th</sup>. The Safe Oakland Summit will be held at the Oakland Marriott (downtown). The contract has been signed for the museum. Summit program goals and activities are being planned by the Steering Committee.
  - Facilitation training for DVP Fellows and DVP Coalition members was held on May 4<sup>th</sup>.
  - The Steering Committee has approved the selection of Deanna Roberts to coordinate event planning. Her firm will be responsible for pre-conference registration, logistics coordination and vendor management. The Steering Committee is responsible for participant recruitment, program development, conference-day volunteer support, and coordinating support service for participants (childcare, translation, healing supports, and resource fair management). Childcare and translation has been secured. Once the registration begins, USC will identify if additional childcare and translation is needed.
  - The Steering Committee has identified the 4 tracks for the summit:
    - Gun Violence
    - Domestic Violence
    - Commercial Sexual Exploitation of Children
    - Family Support

Each track is being lead by a member of the Steering Committee and the DVP fellows will help facilitate each one of the above mentioned tracks

- The proposed summit schedule is :
  - 9:00 - 9:30 - Registration
  - 9:30 - 10:00 - Opening Ceremonies
  - 10:00 - 11:15 - Welcome, Framing, Research Review
  - 11:30 - 12:45 - Discussion Groups
  - 1:00 - 1:30 - Lunch
  - 1:45 - 3:00 - Discussion Groups
  - 3:15 - 3:45 - DVP Chief introduction or Discussion Group Reports
  - 3:45 - 4:00 - Call to Action, Closing

#### Task Area 3 – Post-Summit Reporting

- There has been no activity towards this Task Area.

#### Task Area 4 – Ongoing Activities

- USC has convened ongoing meetings of the Steering Committee since the contract start date. The Steering Committee met bi-weekly from July to November 2018 and has been meeting weekly (since Thanksgiving).
- USC has provided project updates to the Measure Z Safety and Services Oversight Commission (SSOC), and Oakland City Council Life Enrichment Committee.
- USC has contacted the mini-grantees to assist with outreach; solicit volunteers from their organization to assist at the summit, for facilitation, hosting a table in the resource fair, Event planner assistance, set up and breakdown, if necessary.
- The Hope and Heal Fund and East Bay Community Foundation have each provided a \$5,000 sponsorship. Kaiser has provided \$3,000 for the Summit. USC has is still awaiting sponsorship responses from The California Endowment and California Wellness Foundation.