

CITY OF OAKLAND BUDGET ADVISORY COMMITTEE

May 22, 2006

Meeting Minutes

Committee Members Present:

Maeve Elise Brown, Vernon Burroughs, Thomas Doctor, Dennis Handis, Marcie Hodge, Mike Petouhoff, Barry Pilger, Courtney Ruby, Benjamin J. Scott (Chair), Gene Zahas

Committee Members Absent:

Jeffrey Fearn (excused), Ted Frey, O. Fabomi Ojuola, Jessica Pitt (excused), Derrick Yoon

City Representatives Present:

Michael Kilian, *Budget Office*
Debra Taylor Johnson – *Director of Administration, Police Department*
Vice-Mayor Jean Quan, *Finance and Management Committee Chair*

The meeting was called to order at 6:05 pm. A quorum was established at 6:30 pm.

I. Administrative Items

Staff to prepare a schedule of BAC meeting dates for the next year.

Materials that were distributed included: minutes from the April 17th meeting, meeting agenda, BAC 3rd Quarterly Report to the Finance and Management Committee and the Informational Report on the Budget Advisory Committee's Recommendation Concerning Contract Management prepared by the Finance and Management Agency.

II. Presentation on Police Department Staffing and Overtime Issues

Debra Taylor Johnson, Director of Administration, Police Department presented an assessment of the efforts that have been made by the management of the Police Department to control overtime expenses. She indicated that the overtime expenses of the Police Department were coming in at a deficit of approximately \$4.0 million this fiscal year versus \$9.0 million in the prior fiscal year. Other highlights of this presentation emphasized the following:

- The Police Department was on track to hire 106 officer positions by January 2007.
- The Police Department with its 24/7 operations runs 120 shifts per week.
- The number of shifts and short staffing require that most officers work a mandatory overtime shift every three weeks.
- An estimation of the overtime expense associated with short staffing was \$1.3 million.

Debra Taylor Johnson also discussed the role payroll coding has played in the tracking of historical costs of the Police Department. Payroll codes have been reduced in the current year from 120 different codes to 56 codes and a payroll section has been configured in the Police Department. It was anticipated that the reduction in the number of payroll codes and the establishment of a payroll section would lead to more uniformity in the tracking of historical costs going forward.

Vice-Mayor Jean Quan discussed some of the difficulties that the Crime Analysis Unit of the Police Department had experienced with changes in staffing. She indicated that with respect to conducting analysis for issues pertaining to crime trends in Oakland that the United States Department of Justice records that are to be found on its website might be a better source of basic data than the internal records of the Police Department; given that all cities have to post basic data.

III. Budget Advisory Committee Report for the Third Quarter of the 2005-06 Fiscal Year

Mike Petouhoff presented a synopsis of the BAC Quarterly Report for the Third Quarter to the members, which was to be presented to the Finance and Management Committee on May 23rd. In the synopsis of the report he presented the recommendation of BAC with respect to the issue of the current surplus and discussed the ongoing projects of the BAC associated with the need for funding for infrastructure and facilities. Issues pertaining to Development fees were outlined with two areas of emphasize: infrastructure and park impact fees and the use of planning staff fees.

It was noted that the June BAC meeting had been scheduled to include a discussion of the coordination of development with infrastructure impact fees and the use of planning staff fees.

III. Approval of Minutes

The minutes from the March 20th and April 17th meetings were approved.

IV. Next Meeting

The next meeting is scheduled for June 19, 2006 in the Building Bridges Conference Room, City Hall, from 6:00 p.m. to 8:00 p.m.

V. Open Forum

Sanjiv Handa spoke on the prior year accuracy of the records of the Police Department.

VII. Adjournment

The meeting was adjourned at 8:05 pm.

Respectfully submitted,

Michael Kilian
CAO Budget Office