

SAFETY AND SERVICES OVERSIGHT COMMISSION MEETING

Created by the Public Safety and Services Violence Prevention Act of 2014

Monday, October 26, 2015

6:30-9:00 p.m.

Hearing Room 1 – City Hall

1 Frank H. Ogawa Plaza, Oakland, California 94612

Oversight Commission Members: Chairperson Rev. Curtis Flemming, Sr. (D-3), Vice-Chairperson Jennifer Madden (D-4), Jody Nunez (D-1), Tony Marks-Block (D-2), Rebecca Alvarado (D-5), Melanie Shelby (D-6), Kevin McPherson (D-7), Letitia Henderson (At-Large), and Gary Malachi Scott (Mayoral).

PUBLIC COMMENT: The Oversight Commission welcomes you to its meetings and your interest is appreciated.

- ✓ If you wish to speak before the Oversight Commission, please fill out a speaker card and hand it to the Oversight Commission Staff.
- ✓ If you wish to speak on a matter not on the agenda, please sign up for Open Forum and wait for your name to be called.
- ✓ If you wish to speak on a matter on the agenda, please approach the Commission when called, give your name, and your comments.

Please be brief and limit your comments to the specific subject under discussion. Only matters within the Oversight Commission's jurisdictions may be addressed. Time limitations shall be at the discretion of the Chair.

ITEM	TIME	TYPE	ATTACHMENTS
1. Call to Order	6:30pm	AD	
2. Roll Call	2 Minutes	AD	
3. Agenda Approval	3 Minutes	AD	
4. Minutes Approval: Sept. 28 SSOC Meeting	5 Minutes	A	Attachment 1
5. Coordinator's Announcements	5 Minutes	I	
6. Open Forum	10 Minutes	I	
7. OFD Spending Plan	10 Minutes	A	Attachment 2
8. HSD Request for Proposal Update	10 Minutes	A	Attachment 3
9. Retreat Update	10 Minutes	A	Attachment 4
10. SaraNet Contract Extension Report	10 Minutes	I	Attachment 5
11. Proposed Meeting Calendar for 2016	5 Minutes	A	Attachment 6
12. Agenda Items for future meetings	10 Minutes	AD	Attachment 7
13. Adjournment			

A = Action Item

I = Informational Item

AD = Administrative Item

PUBLIC SAFETY AND SERVICES OVERSIGHT COMMISSION MEETING MINUTES
Monday, September 28, 2015
Hearing Room 1

ITEM #1: CALL TO ORDER

The meeting was called to order at by Chairperson Flemming at 6:30pm.

ITEM #2 ROLL CALL

Present: Chairperson Rev. Curtis Flemming Sr.
Vice Chairman Jennifer Madden
Commissioner Kevin McPherson (via phone conference)
Commissioner Tony Marks-Block
Commissioner Jody Nunez (late)
Commissioner Gary Malachi Scott
Commissioner Melanie Shelby (late)

Excused: Commissioner Rebecca Alvarado
Commissioner Letitia Henderson

ITEM #3: AGENDA APPROVAL

Approved by consent.

ITEM #4: APPROVAL OF MINUTES

Commissioner Nunez moved the minutes to be approved as submitted. Motion was seconded by Commissioner Scott. **7 Ayes.** Motion passed.

ITEM #5: COORDINATOR'S ANNOUNCEMENTS – From Gregory Minor

Mr. Minor introduced Amber MacAulay from the City Attorney's Office to give clarification on the scope and parameters of the Oversight Commission.

Ms. MacAuley referenced the Ordinance (which Chair Flemming distributed) Page 8 – Item #6 which states the SSOC should:

- Evaluate and review the administration and the coordination of the Ordinance.
- Make recommendations to the City Administrator regarding the scope of the annual evaluation.
- Receive draft performance review to provide feedback before the evaluator formalizes the report.
- Report issues identified in the annual fiscal audit to the Mayor and City Council.
- Review the annual fiscal and performance audits and evaluation.
- Report in a public meeting to the Mayor and the City Council on the implementation of this Ordinance and recommend ordinances resolutions, and regulations to ensure compliance with requirements and intents of this Ordinance.
- Provide input and recommendations on the strategies of the spending plan as presented by City Staff every 3 years.

- Receive semi-annual reports from City Staff on spending plans and progress towards the outcomes.

The Commission's power is to make recommendations and provide input to the City Council, the Mayor and the City Administrator.

ITEM #6: OPEN FORUM

1 Public Speaker.

ITEM #7: HSD REQUEST FOR PROPOSALS (RFP) UPDATE – Peter Kim

Mr. Kim summarized that since the last meeting, HSD received over 100 letters of intent. HSD offered ongoing technical support and an in person TA session. Proposals were due September 16th which was five and a half (5 ½) weeks from the RFP release to the due date.

HSD recruited 42 reviewers who represent different jurisdictions and all experts in the field. HSD held a reviewer orientation and provided them with the parameters and HSD's expectations on how to review the proposals. Currently every reviewer is reading 8-10 proposals. Every proposal will be read by no fewer than 3 reviewers, but most likely by between 5-6 reviewers. As a next step HSD will have a review panel for 3 days to discuss the proposals beginning next Thursday.

76 proposals were submitted.

Life Coaching:

 Youth Intensive Case Management – 10

 Adult Intensive Case Management – 12

Employment & Education Self Sufficient strategies:

 Youth – 9

 Adult – 13

Crisis Response to Violent Incident:

 Street Outreach – 5

 Shooting & Homicide response and support – 4

 Commercially Sexually Exploited Children – 4

 Family Violence Intervention – 1

Young Adult Leadership Council: 3

Innovation Fund - 15

Next steps will be the reviewers will make their recommendations to HSD, and then HSD will weigh in with their recommendations. Recommendation notifications will be sent on October 15, 2015. These final recommendations will be presented to the SSOC on October 26, 2015. When approved, HSD would then present to the Public Safety Committee on December 1, 2015, then on to the full City Council for approval, with January 1, 2016 as the start date of all contracts.

Discussion Summary:

1. The SSOC should received the proposal recommendations as early as possible for review.
2. Since the Family Violence Intervention only received 1 proposal, if the proposal isn't qualified, then HSD could always reissue that RFP.

3. The SSOC would like to receive the same instructional guidelines that the reviewers received as well as a list of all organizations that submitted a completed bid for the RFP.
4. More than one agency may be funded for each of the categories depending on the sub-category. Some sub categories may have multiple agencies funding based on how many clients they can serve, how much they are asking for etc.

ITEM #8: OAKLAND FIRE DEPARTMENT (OFD) SPENDING PLAN REVISED – Chief Teresa Deloach Reed

Chief Deloach Reed requested to present the revised OFD spending plan at the October 26, 2015 meeting. They are still having conversations about what the Ordinance states as OFD responsibilities. OFD hopes to bring a spending plan to the SSOC that they can be held to and will be acceptable to the Commission as well.

Commissioner Shelby made a motion to continue the OFD spending plan to the October 26, 2015 meeting. Motion was seconded by Commissioner Scott. **7 Ayes.** Motion passed.

ITEM #9: EVALUATION RFP

Chair Flemming presented to the Commissioners that the sub-committee working on the RFP for Evaluation services be given a little more time to continue to research what will work best in evaluating the program. Do we stay with one evaluator or multiple evaluators? They would like to present the RFP at the October 26, 2015 meeting.

Commissioner Nunez made a motion to continue the RFP for Evaluation services to the October 26, 2015 meeting. Motion was seconded by Commissioner Madden. **7 Ayes.** Motion passed.

ITEM #10: RETREAT UPDATE

Chair Flemming directed the Commissioners to Attachment 2 to look at a couple of ideas for topics and dates. They have narrowed it down to about 8 topics. Joaquin Miller may be a possible site for the retreat.

Commissioner Marks- Block noted that the proposed dates are on Mondays, and what time are they looking at for holding the retreat.

Chair Flemming agreed and noted that probably a weekend would be better and looking at 4 hours. Nancy Marcus will provide possible dates for both the Joaquin Miller site and here in City Hall for October – December.

Commissioner Shelby shared that she would like to spend more time on comprehensive issues rather than the tactical items. Having a presentation that will give us a robust understanding of the relationship between HSD and the Grantees and the SSOC would be extremely beneficial. The timing may not be appropriate until January.

Mr. Kim agreed that they will not know who the grantees are until January 1st, when the contracts are executed.

Commissioner Shelby noted that the disconnect of the previous Measure Y Committee was not having a firm understanding of what outcomes they were looking to achieve as it relates to the millions of dollars that gets invested into this ordinance.

Mr. Kim agreed and added that another person to have in this conversation would be the next evaluator.

Chair Flemming will work with Ms. Cotton Gaines on selecting the proper leadership and topics.

ITEM #11: REPORTS TO THE PUBLIC SAFETY COMMITTEE

The SSOC has nothing to report to the Public Safety Committee at this time.

ITEM #12: AGENDA BUILDING

- OFD Spending Plan
- RFP Evaluation
- HSD Vendor Contract Proposals
- Data provided by evaluator – OPD response to concerns (continued from August 24, 2015)

Commissioner Shelby recommended that the SSOC should keep in mind that there may be a larger group as who will want to express their opinions regarding the proposals, thus that agenda should be set accordingly. Mr. Kim noted that appeals will be due on October 19th. Appeals can only be for technical errors.

ITEM #13: ADJOURNMENT

Meeting was adjourned by consent at 7:27pm.



AGENDA REPORT

TO: Safety and Services Oversight Commission **FROM:** Teresa Deloach Reed
Fire Chief

SUBJECT: OFD Revised Spending Plan **DATE:** October 16, 2015

City Administrator Approval

Date:

RECOMMENDATION

Staff recommends the Safety and Services Oversight Commission (SSOC) and the City Council adopt:

A Resolution to approve the Revised 3-year Spending Plan For The Oakland Fire Department for FY 15-16, FY 16-17 And FY 17-18, As Required By the Public Safety And Services Violence Prevention Act of 2014 (Measure Z).

BACKGROUND / LEGISLATIVE HISTORY

In 2014, voters approved funding to augment basic police and fire services and funded violence prevention and intervention programs. The 2014 Oakland Public Safety and Services Violence Prevention Act as it relates to the Oakland Fire Department provides for:

- Maintaining a well-equipped and appropriately staffed fire department as a necessary component to public safety including the critical paramedic services and other first responder needs related to acts of violence; and
- Improving fire emergency 9-1-1 response times.

In the report dated June 22, 2015, staff outlined the spending plans for the Oakland Fire Department, the Oakland Police Department, the City's Administrator's Office, and the Controller's Bureau. A July 8, 2015 Supplemental Report was prepared for the Fire Department to articulate a spending plan that aligned Measure Z funding with the Fiscal Years 2015 – 17 Adopted Policy Budget which funds sworn backfill coverage for the Fire Department.

The replacement spending plan was presented to the Safety and Services Oversight Commission (SSOC) at the July 27, 2015 SSOC meeting. At this meeting, the Commission requested the Fire Department provide statistics on responses to calls associated with violence and the department's goals.

During the August 24, 2015 SSOC meeting, the Fire Department presented the response data from Fiscal Year 2013 – 15 on calls associated with violence; such as, assaults, stabbings, and gunshots along with how Measure Z would support the Department's efforts in achieving its

operational goals. At this meeting, the Commission requested the Fire Department return with specifics on how to incorporate current activities into the current operational goals.

ANALYSIS AND POLICY ALTERNATIVES

The tax proceeds raised by Measure Z special taxes may only be used to pay for any costs or expenses relating to or arising from efforts to achieve the following objectives and desired outcomes:

- Reduce homicides, robberies, burglaries, and gun-related violence;
- Improve police and fire emergency 9-1-1 response times and other police services; and
- Invest 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 Fire Department has been charged with the responsibility to provide fire services such as:

- Maintain adequate personnel resources to respond to fire and medical emergencies including, but not limited to, response to homicides and gun related violence and investigate fire causes.

Measure Z funds will support the Fire Department's efforts to achieve the following objectives:

- **Maintain adequate personnel resources** through the hiring of sworn personnel, reduction of overtime and maintaining of staffing as identified in the International Association of Firefighters (IAFF) Local 55 Memorandum of Understanding (MOU).
- **Improve fire 9-1-1 response times** through the monitoring of turnout times, the review and revision of Fire Dispatch policies and practices and the improvement of district familiarization within the fire companies. Turnout time is defined as the time the fire company is dispatched to the time when the company states they are responding. Fire Services best practices for urban population density departments, such as Oakland's have recommended a seven (7) minute response time which includes the following: one (1) minute for dispatch processing, two (2) minutes turnout time and four(4) minutes travel time. The November 1, 2011 First Responder Advance Life Support Services Agreement between Alameda County and the Oakland Fire Department requires an eight minute thirty second response (8:30) for emergency medical response calls.
- **Reduce homicides** through the training of personnel in areas such as Mass Casualty Incidents, Active Shooter, unified response with OPD to violent incidents and medical training centered on treatments to stop the bleeding, i.e. tourniquets; chest wound seals, and the use of intravenous drugs.

The Fire Department will report quarterly, to the Safety and Services Oversight Commission, the status of fire department sworn vacancies, turnout times of each Fire Company, policies and practice changes within Fire Dispatch and the training of personnel which specifically addresses response to violent acts.

For questions, please contact Teresa Deloach Reed, Fire Chief at 238-4050.

Respectfully submitted,

/s/

Teresa Deloach Reed
Fire Chief



MEMORANDUM

TO: Safety and Services Oversight Committee **FROM:** Peter Kim, Manager, Oakland Unite
Human Services Department (HSD)

SUBJECT: RFP Review Process and Timeline **DATE:** October 21, 2015

Purpose: The purpose of the attached report and supplemental materials are to provide the Safety and Services Oversight Committee (SSOC) with an update on the Oakland Unite RFP process and timeline, and to request a special meeting of the SSOC to approve funding recommendations.

History: In collaboration with public partners, and based on a five month planning process, HSD developed recommendations for violence intervention strategies and the process for allocating Measure Z funds. These recommendations were initially presented to the Public Safety and Services Violence Prevention Oversight Commission (SSOC) on May 27, 2015. The SSOC approved the proposed spending plan, with the request to identify additional funds for youth case management stipends similar to those allocated for high risk adults.

The recommendations were then presented to City Council, incorporating the SSOC's request for youth stipends. On July 21, 2015, City Council approved Resolution No. 85720, authorizing the release of the majority of Measure Z funds (80%) through a competitive Request for Proposal (RFP) and Request for Qualifications (RFQ) process. In addition, Council approved direct allocation for the remaining amount of funds for programs and positions that are implemented by institutional partners or directly by the City. The five strategic investment areas approved by City Council reflect Measure Z goals and are aligned with best practices:

- I. Life Coaching/Intensive Case Management
- II. Education and Economic Self-Sufficiency
- III. Violent Incident and Crisis Response
- IV. Community Asset Building
- V. Innovation Fund

Summary of Next Steps:

- In order to give SSOC members sufficient time for review, HSD requests that the SSOC consider convening a special meeting on November 9 to discuss funding recommendations. This would allow HSD to continue on a timeline that aims to have new contracts begin in January 2016.

Information Attached:

- Update on RFP Process and Timeline
- *Attachment A* – Summary of all Applicants
- *Attachment B* – Reviewer Scoring Rubric

UPDATE ON THE OAKLAND UNITE RFP PROCESS AND TIMELINE

RFP Guiding Principles and Essential Service Elements

The following guiding principles were approved by SSOC and Council for Measure Z resource allocation:

- Prioritization of resources for neighborhoods where violence is most prevalent.
- Alignment with other funding sources.
- Utilization of evidence-based programs and/or best practices.
- Supporting efforts towards innovation and improvement.
- Utilization of data-driven analysis and outcome-based evaluation.

The essential service elements required for Measure Z funded interventions are:

- Focus on highest-risk individuals most likely to be involved in and directly affected by violence.
- Support of intensive interventions for highest-risk individuals centered on strong relationships.
- Engage participants during defining moments of crisis and self-reflection.
- Focus on both risk and resilience factors.
- Integrate family and community into service plans.
- Emphasize coordination among public and community service systems.

RFP Release

The RFP soliciting proposals from the nonprofit community-based and public agencies was released on August 10, 2015, incorporating the guiding principles and service elements described above. The notification of funding opportunity was widely distributed via newspaper postings and a variety of email distribution lists, reaching over 1,800 individuals.

The RFP was available on the Oakland Unite website, and included detailed information on the application process including the review process and criteria, post award requirements, and proposal instructions. The RFP also included in-depth descriptions of each program strategy.

The entire application was online, using the Cityspan database, to streamline the application process as well as the subsequent contract development process for successful applicants. In addition to the online submission, applicants were required to submit 2 hard copies to HSD.

Applicants were asked to demonstrate the highest level of capacity and a history of managing high quality programs in Oakland. As in the past, applicants were required to demonstrate the ability to leverage an additional 20 percent in matching funds.

RFP Application Process

A Bidder's Conference was held on August 21, 2015, with more than 89 individuals attending. The Bidder's Conference went over the RFP in detail, and had a Question and Answer period. A representative from Contract Compliance was present to discuss required City schedules and awarding

of preference points. The Bidder's Conference was recorded by KTOP and posted on the Oakland Unite website.

Non-binding Letters of Intent (LOI) were due on August 26, 2015, to help staff determine the resources needed for the review process. There were 105 LOIs submitted by that date. Oakland Unite provided feedback to Applicants regarding their LOI only if there were key technical issues (e.g., missing information, incorrect sub-strategy).

Ongoing technical assistance was provided via email. Over 96 questions were received by HSD staff and posted on the website with answers within 48 hours of receipt. In addition, an in-person technical assistance session was held on September 2, 2015. Ongoing technical assistance for the electronic login and submission process was provided by Cityspan via phone and email.

Full proposals were due on September 16, 2015. 76 proposals were received from 45 different agencies/collaborative, requesting approximately \$18,664,699. A list of agencies that submitted proposals, per each strategy, is provided in Attachment A.

RFP Review Process

DHS recruited over 42 panelists for 7 different review panels corresponding to different sub strategies in the RFP. Each review panel consisted of individuals with expertise in the program strategies. Panels included public partner representatives (Oakland Unified School District, Alameda County Probation, Oakland Police Department, District Attorney's Office/ Victims of Crime, Alameda County Health Care Services, and Alameda County Social Services), violence prevention staff from other local governments (San Francisco and Santa Rosa), experts in the field, and community members. Review panels were diverse in terms of race, gender, age and professional background.

All review panelists were required to sign a conflict of interest form for each proposal reviewed, and used the scoring rubric provided in the RFP to assign each proposal a score out of 100 possible points. HSD staff facilitated review panel meetings in teams of two, but did not review or score proposals.

Contract Compliance reviewed proposals for possible preference points for certification as a Local, Small or Very Small Local Business Enterprise (L/S/VSLBE), demonstration of Oakland resident work force, and length of time in Oakland. Contract Compliance then assigned preference points, which were incorporated into their scoring and ranking process.

Review panelists were trained during in-person orientations on September 21 and 22, 2015. Review panels were held the weeks of October 5th and 12th, 2015. During the review panel meetings, panelists were provided with the following information on current Oakland Unite grantees who had submitted an application: performance data; timeliness of progress reports; site visit findings and resolution, if any. Panelists were asked to share detailed feedback on each proposal during these meetings.

Since the review panel meetings, Oakland Unite staff have been compiling panel funding recommendations, and analyzing geographic distribution of services relative to the highest stressor beats, services to different populations of youth and young adults, how collaborations and other strategies might maximize the use of resources, and the amounts of total funding recommended to each agency applying in more than one sub strategy area.

Notification of Preliminary Funding Recommendations

HSD anticipates emailing notifications of recommendations by October 28, 2015. Agencies will be informed that decisions are preliminary and contingent upon SSOC and City Council approval, and will be informed of the written appeals process. If an appeal is submitted, it will be reviewed by the HSD Director along with the City Administrator's Office. The outcome of any appeals will be shared with SSOC and City Council.

Timeline

HSD plans to submit recommendations to SSOC for review no later than November 4, 2015. HSD requests that the SSOC consider convening a special meeting on November 9, 2015, to discuss funding recommendations. This would allow HSD to continue on a timeline that aims to have new contracts begin in January 2016 – a detailed timeline is included below.

Item	Date
RFP Issue Date <i>(General Technical Assistance by E-mail Begins)</i>	August 10, 2015
Bidders' Conference	August 21, 2015
Required Letter of Intent <i>(Recommended Due Date)</i>	August 26, 2015, 5:00pm
In-Person Technical Assistance Session	September 2, 2015
Final Date to Submit Questions	September 14, 2015
Online Proposals Due	September 16, 2015
Hard Copy Proposals Due	By September 17, 2015
Review Panel Orientations Held	September 21 and 22, 2015
Reviewer Reading Period	September 22-October 8, 2015
Review Panel Meetings Held	Week of October 5 and 12, 2015
Preliminary Notification of Funding Recommendations	October 26, 2015 – estimated
Written Appeals from Applicants Due	November 2, 2015, 5pm – estimated
SSOC Special Meeting to Review Recommendations	Proposed: November 9, 2015
Public Safety Committee and City Council Review	December 1 and 8, 2015

Grant Contracting Negotiations Begin	December 2015
Program Year Begins <i>(Pending SSOC and City Council Approval)</i>	January 1, 2016

All Submitted Proposals

ProposalID	Agency Name	Program Name	Strategy
15550166	Attitude Change Training Program	Attitude Change Training Program	Intensive Youth Case Management
15763913	Berkeley Youth Alternatives	BYA & PUEBLO's Pathways to Success	Intensive Youth Case Management
15759738	East Bay Agency for Children	Youth Empowerment Services (YES)	Intensive Youth Case Management
15726580	East Bay Asian Youth Center	Juvenile Justice Center Initiative	Intensive Youth Case Management
15718452	MISSEY, Inc.	Intensive Case Management for CSEC and At-Risk Y	Intensive Youth Case Management
15752887	Oakland Unified School District Office of Alternativ	Alternative Education Intensive Youth Case Manag	Intensive Youth Case Management
15735601	Safe Passages	Safe Passages Life Skills Coaching	Intensive Youth Case Management
15717369	The Mentoring Center	TMC's Transformative Youth Justice Program	Intensive Youth Case Management
15728695	Youth ALIVE!	Pathways to Healing: Youth Case Management	Intensive Youth Case Management
15759385	Youth Employment Partnership	Rap-Around Teens	Intensive Youth Case Management
15860360	AIDS Project of the East Bay	Youth Link: Circle of Care	Intensive Adult Case Management
15764250	Berkeley Youth Alternatives	BYA/PUEBLO RAVE (Rising Against Violent Element	Intensive Adult Case Management
15867136	California Youth Outreach-Oakland, INC	Life Coaching to End Violence	Intensive Adult Case Management
15760309	Men Of Valor Academy	MOVA Intensive Adult Case Management	Intensive Adult Case Management
15759618	MISSEY, Inc.	Intensive Case Management for CSE adults 18 to 2	Intensive Adult Case Management
15758508	Oakland Private Industry Council, Inc.	The Oakland Young Adult Case Management Progr	Intensive Adult Case Management
15762690	Planting Justice	Restorative Justice Open House (RJOH)	Intensive Adult Case Management
15531155	Roots Community Health Center	Roots HealthyMeasures Initiative	Intensive Adult Case Management
15762754	The Mentoring Center	Transformative Leadership Reentry Project (TLRP)	Intensive Adult Case Management
15719261	Volunteers of America - NCNN	Project Choice	Intensive Adult Case Management
15728638	Youth ALIVE!	Pathways to Healing: Adult Case Management	Intensive Adult Case Management
15759558	Youth Employment Partnership	Building Healthy Choices for Young Adults	Intensive Adult Case Management
15860293	AIDS Project of the East Bay	Youth Link: Leadership Circle	Young Adult Leadership Council
15756802	The Mentoring Center	Oakland Peace and Justice Leadership Fellowship	Young Adult Leadership Council
15730716	Youth ALIVE!	Oakland Change Makers	Young Adult Leadership Council
15801566	Bay Area Community Resources	HEART: Healing, Educating, And Reducing Trauma	Youth Employment/Education Support
15753020	Berkeley Youth Alternatives	BYA/PUEBLO Youth Employment	Youth Employment/Education Support
15726686	East Bay Asian Youth Center	Postsecondary Pathways	Youth Employment/Education Support

All Submitted Proposals

ProposalID	Agency Name	Program Name	Strategy
15730468	Moving Forward Institute	AltEd Youth Employment & Education Program	Youth Employment/Education Support
15736242	Safe Passages	Law and Social Justice Career Pathways	Youth Employment/Education Support
15757104	The Unity Council	Oakland Youth Engaged (OYE)	Youth Employment/Education Support
15717840	Youth Employment Partnership	Ladder Up for Youth	Youth Employment/Education Support
15729285	Youth Radio	MATCH	Youth Employment/Education Support
15763116	Youth Uprising	Youth Uprising Youth Employment	Youth Employment/Education Support
15821122	Bay Area Community Resources	ReSET	Young Adult Employment/Education Support
15761896	Berkeley Youth Alternatives	BYA/PUEBLO TAY Career Pathways	Young Adult Employment/Education Support
15712894	Beyond Emancipation	ELEVATE Oakland	Young Adult Employment/Education Support
15762815	Building Opportunities for Self-Sufficiency	BOSS New Pathways Education & Employment Pro	Young Adult Employment/Education Support
15700084	Center for Employment Opportunities	Pathways to Employment for High-Risk Young Adu	Young Adult Employment/Education Support
15729211	Civicorps Schools	Academic and Professional Pathway	Young Adult Employment/Education Support
15702108	Covenant House California	Comprehensive Vocational & Educational Support	Young Adult Employment/Education Support
15733130	Men Of Valor Academy	Re-Entry Job Training and Employment Placement	Young Adult Employment/Education Support
15718255	Oakland Private Industry Council, Inc.	The Oakland Young Adult Self-Sufficiency Program	Young Adult Employment/Education Support
15736301	Safe Passages	Code2Live.org	Young Adult Employment/Education Support
15760947	The Reset Foundation	Reset Campus Education & Career Program	Young Adult Employment/Education Support
15838248	The Work First Foundation	Work First Education & Economic Self-Sufficiency	Young Adult Employment/Education Support
15759190	Youth Employment Partnership	Building Futures for Young Adults	Young Adult Employment/Education Support
15733275	Building Opportunities for Self-Sufficiency	Street Outreach Navigation Service / SONS	Street Outreach
15869613	Cal-PEP, Inc.	Cal-PEP Project Choice Street Outreach Program	Street Outreach
15693692	HEALTHY COMMUNITIES, INC.	Oakland Street Outreach West	Street Outreach
15729358	Youth ALIVE!	Citywide Street Outreach and Violence Interruption	Street Outreach
15764059	Youth Uprising	Youth Uprising Street Outreach	Street Outreach
15763996	Building Opportunities for Self-Sufficiency	Reclaiming Our Community (ROC)	Shooting/Homicide Response and Support Network
15753900	California Youth Outreach-Oakland, INC	Emergency Temporary Relocation Services	Shooting/Homicide Response and Support Network
15733422	Catholic Charities of the East Bay	Crisis Response and Support Network (CRSN)	Shooting/Homicide Response and Support Network
15728375	Youth ALIVE!	Caught in the Crossfire	Shooting/Homicide Response and Support Network

All Submitted Proposals

ProposalID	Agency Name	Program Name	Strategy
15750169	Family Violence Law Center	Family Violence Intervention Unit (FVIU)	Family Violence Intervention
15712625	Alameda County Family Justice Center, Inc. (the fo	Young Women's Saturday Program (YWSP)	Commercially Sexually Exploited Children Interv
15752745	Alameda Family Service/ Dreamcatcher Youth Serv	DreamCatcher Youth Services	Commercially Sexually Exploited Children Interv
15806148	BAWAR	Sexually Exploited Minors Program	Commercially Sexually Exploited Children Interv
15759994	MISSEY, Inc.	Comprehensive CSEC supports with drop-in center	Commercially Sexually Exploited Children Interv
15727645	Asian Health Services	Reducing violence through a health home model	Innovation Fund
15751974	Asian Pacific Islander Legal Outreach	Oakland Youth Anti-Violence Council	Innovation Fund
15722709	California Youth Outreach-Oakland, INC	Restorative & Trauma Informed Capacity Building	Innovation Fund
15692819	Community Works	Restorative Community Conferencing Program	Innovation Fund
15760148	East Bay Agency for Children	Violence Prevention through Trauma Awareness	Innovation Fund
15754657	EastSide Arts Alliance	Youth Arts Program	Innovation Fund
15756742	Family Violence Law Center	Youth Empowerment Project (YEP)	Innovation Fund
15721124	Fresh Lifelines for Youth	FLY Law + Leadership Program	Innovation Fund
15856350	I-SEED	Sustainable Food-Tech Pathway	Innovation Fund
15760485	MISSEY, Inc.	Interventions with exploiters prevents trafficking	Innovation Fund
15736360	Safe Passages	1necollective.com	Innovation Fund
15623628	Seneca Family of Agencies	Unconditional Education	Innovation Fund
15766562	The Green Life (project of Earth Island Institute)	Restoration Generation: Bridging Beyond Bars	Innovation Fund
15730069	Youth ALIVE!	Screening & Tool for Awareness & Relief of Trauma	Innovation Fund
15723352	Youth Together	Men and Boys of Color	Innovation Fund

APPENDIX D: Oakland Unite Proposal Scoring Rubric

Funding Cycle Jan 2016-June 2018

Total Score (out of 100)	Name of Lead Agency:
	Program Name:
	Name of Reviewer:
	Date Reviewed:

Note to reviewers: Please fill in your scores, comments, and other information in the shaded areas only. The maximum points allowed for each heading is in parentheses. Prior to scoring the proposals allocated to you, please make sure you have taken the time to read the entire RFP Package, including Program Strategies in Appendix A. In particular, ensure you are knowledgeable about the required performance measures and desired outcomes, the service activities, and program design elements for each program strategy.

Information located	Proposal Form Sections	Score
	Agency History and Capacity (maximum points allowed = 12)	
1a, 1b, 1c	The agency has demonstrated past success in providing services to the target population. Organization has overseen similar projects or worked with similar populations (including the size and scope of the programs). Organization has experience working with proposed service-delivery partners (if applicable).	
1e, 1f, 1g, Budget and Audit (attachment)	The organization has a good mix of funding from different types of funding sources. If awarded funding from Oakland Unite, the number of budgeted staff for entire agency and the size of the operating budget of this organization will NOT dramatically increase causing issues with capacity. The organization has sound accounting and fiscal reporting procedures. Applicant has no significant audit findings, or addresses how any findings have been corrected. The agency has experience managing performance-based contracts.	
1h, 1i, Board Roster (attachment)	The organization has an appropriate Board of Directors or other Advisory Group that provides oversight and reflects the community served.	
Information Sheet from HSD	Current Oakland Unite grantees have consistently met deliverables and met the terms of the corrective actions from site visits. Expenditures/invoices and progress reports were contained appropriate information and were submitted on time. Evaluation reports yielded positive outcomes for participants.	

Comments:

APPENDIX D: Oakland Unite Proposal Scoring Rubric Funding Cycle Jan 2016-June 2018

Information located	Proposal Form Sections	Score
	Key Staffing (maximum points allowed = 12)	
2a, 2b	Qualifications of staff (including sub-grantee staff if applicable) are appropriate for the services proposed. Staff (including sub-grantee staff if applicable) possess cultural competence with target population, as well as language capacity as appropriate.	
2c	Agency has a plan for adequate supervision of program staff.	
2d	Agency has a plan for and/or history of strong staff retention and development, including adequate pay and support of staff's well-being.	
2a, 2b, 2c	Staff and Management have experience implementing similar projects. For collaborative proposals, management have experience with collaborations.	
Comments:		
	Program Design (maximum points allowed = 20)	
3a, 3c	Target population, identification, and recruitment strategy (if applicable) is clearly identified. Current and emerging needs are stated and understood by the agency.	
3b, 3d	Target area is defined. Offices and/or Oakland Unite services are accessible to participants living in target areas (if applicable).	
3f	The proposed services fit the Oakland Unite funding category requirements. The proposal successfully addresses the specific requirements for their program sub-strategy. The proposed program fits with the model outlined, and diverges only in ways that improve the quality of services offered. The number of participants served is appropriate for the program strategy(ies) and for the organization's capacity.	
3g	The program is clearly aligned with any applicable evidence-based or best practices.	
3a-3h	This program is aligned with public partners and other programs as part of a continuum of services for youth and young adults at highest risk for involvement in violence. If the agency has applied for more than one sub-strategy, it is clear how the separate proposals support, inform, and/or enhance service delivery.	
Comments:		

APPENDIX D: Oakland Unite Proposal Scoring Rubric Funding Cycle Jan 2016-June 2018

Information located	Proposal Form Sections	Score
	Service Activities (maximum points allowed = 15)	
4a, 4e Scope of Work	Service activities are specific, reasonable, and clearly linked to desired Outcomes. Program activities will be provided frequently enough and for a long enough duration to meet the desired outcomes. Applicant demonstrates ability to recognize and adapt services to address any challenges that arise.	
4b, 4c	Proposed services are appropriate and attractive to participants. The recruitment, engagement, and assessment strategies are effective and appropriate.	
4d	Applicant has a plan to involve parents or caregivers, and other family or community member in a way that supports client success.	
Comments:		
	Outcomes/Theory of Change and Data Collection (maximum points allowed = 12)	
5a	Chosen Outcomes are appropriate to the sub-strategy and relate to violence-reduction. Service activities and outcomes are clearly linked to Outcomes. Overarching rationale or theory of change is clear and leads to outcomes.	
5b, 5c	Organization has capacity to use electronic tracking system. Organization has a history of evaluation and program monitoring to inform and improve services.	
Comments:		
	Partnerships (maximum points allowed = 14)	
6a, Letters of Support, MOUs	Organization has strong formal and/or informal partnerships with institutional organizations that will enhance services.	
6b, 6c	Partners have a history of working together. Partners will be able to resolve issues relating to protocols and data sharing, etc., if applicable. Partners and subgrantees have experience working with population and in providing services proposed.	
Comments:		
	Budget, Leveraging Fiscal Responsibility (maximum points allowed = 15)	
7a, 7b	The proposal clearly outlines a 20% funding match. Other funding sources will be leveraged with Oakland Unite funds.	
Budget Form & Narrative	Line-item costs are identified and explained. The overall program budget is sound and reasonable. Costs are appropriate for the program.	
Budget Form, Org Budget	Requested funds are not more than 50% of organization's overall budget	
Comments:		

APPENDIX D: Oakland Unite Proposal Scoring Rubric
Funding Cycle Jan 2016-June 2018

	Contract Compliance Preference Points (points will be allocated by City of Oakland Contract Compliance)	
N/A	Local, Small and Very Small Local Business Enterprise Points	
N/A	Oakland Workforce Points	
N/A	Presence in Oakland	

TO: SAFETY & SERVICES OVERSIGHT COMMISSON (SSOC)
FROM: Chantal Cotton Gaines
SUBJECT: SSOC Retreat Update
DATE: October 21, 2015

The following information provides an update on retreat planning.

Potential Locations and Dates:

- Joaquin Miller Conference Room at 3435 Sanborn Dr., Oakland, CA 94602
- Oakland City Hall Hearing Rooms

DATE	HEARING ROOM 3	HEARING ROOM 4	JOAQUIN MILLER
November 21			
November 28			
December 5			
December 12			
December 19	N/A		
December 26	N/A		
January 2016	TBD	TBD	TBD

Note: this availability is as of October 2015 and is subject to change.

Potential Times:

The SSOC preferred a 3-4 hour retreat on a Saturday. The above dates are all Saturdays. The retreat could start at 9 or 10am or 12pm. This will be determined by Commissioner availability.

Discussion Topics:

Based on the previous SSOC meeting about the retreat, the following will be developed as the content of the retreat:

1. Team building and communication (between meetings, etc.)
2. Presentation to provide a robust understanding of the relationship between HSD, the Grantees, and the SSOC. And then a follow up discussion to plan a calendar to visit HSD grantees, OPD, and OFD services, as well as establishing any ad hoc or permanent subcommittees.

Facilitator Update:

Unless otherwise objected to, staff will lead the retreat instead of a hired facilitator given the retreat topics listed above.

TO: SAFETY & SERVICES OVERSIGHT COMMISSON (SSOC)
FROM: Chantal Cotton Gaines
SUBJECT: SARAnet Contract Extension Update
DATE: October 20, 2015

The following pages include a staff report which is going to the Public Safety Committee on November 10, 2015 to extend a contract with Resource Development Associates (RDA) for the SARAnet database. This item requires no action from the SSOC but staff wanted to present this update to the SSOC to keep the Commission up to date and to hear any feedback from the Commission about the SARAnet.

The Attachments Include:

1. Slides from a Presentation about the SARAnet which provides a system overview.
2. The Draft Staff Report which is going to City Council on November 10th which provides the contract extension details.



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AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Chantal Cotton Gaines
Asst. to the City Administrator

SUBJECT: Extension of the SARAnet Contract **DATE:** October 2, 2015

City Administrator Approval

Date:

RECOMMENDATION

Staff recommends that the City Council:

Adopt a Resolution To 1) Waive The Request For Proposals/Qualifications (RFP/Q) Process And The Advertising And Bidding Process; 2) Extend The SARAnet Contract With Resource Development Associates (RDA) Until June 30, 2016; And 3) Increase The RDA SARAnet Contract By \$35,000 For Upgrades And Maintenance Of The SARAnet Database With An Option To Extend The Contract As Funds Become Available Without Returning To The City Council In Order To Continue To Track Oakland Police Department Community Resource Officer Project Activities..

EXECUTIVE SUMMARY

Resource Development Associates (RDA) created the SARAnet system in partnership with the City of Oakland in order to track activities for Problem Solving Officers funded by the Violence Prevention and Public Safety Act of 2004 (Measure Y). The system recently underwent an upgrade to provide features that better meet officer needs. With the recent completion of the system upgrades, the City needs to extend the maintenance agreement with RDA in order for RDA to be able to address the needs identified by the Oakland Police Department (OPD) with the updated system.

In addition to the maintenance agreement, the system also requires additional upgrades to help the system continue to function optimally for the Community Resource Officer ("CRO") positions funded by the Safety and Services Violence Prevention Act of 2014 (Measure Z). In consultation with the Information Technology Department and OPD, RDA created a set of additional upgrades for the SARAnet that will need to be implemented over the course of a few years as funding is identified. The money for the SARAnet comes from the Measure Z OPD officer training and equipment funding.

This contract extension provides staff with the ability to continue to work with RDA to implement the system upgrades over the next few years as the annual funding becomes available as allocated in the OPD spending plan.

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Item: _____
Public Safety Committee
November 10, 2015

BACKGROUND / LEGISLATIVE HISTORY

Measure Y provided funds for at least a total of 63 police officers assigned to community policing objectives and allowed the funds to also be used for officer training and equipment. Under Measure Y, RDA worked with the City to develop the SARANet database which is an internal web-based information management system following the SARA model (Scanning, Analysis, Response, and Assessment model) of community policing. The system allowed Problem Solving Officers (PSOs) to record and track their community policing projects in their respective beats. The software has provided data for OPD to keep track of PSO activities.

The SARANet database supports the objectives of geographic policing and the CRO activities and thus is allowed by Measure Z. In the OPD spending plan, OPD included \$248,138 for Related Costs which is intended to support maintenance of SARANet database and other databases. Within that funding is \$30,000 for the SARANet database for maintenance and upgrades. Additionally, since the system upgrades include some critical Information Technology Department (ITD) infrastructure needs for the SARANet system, an additional \$5,000 for the FY 2015-16 upgrades will come from ITD.

ANALYSIS AND POLICY ALTERNATIVES

RDA received a contract with the City of Oakland as the evaluators of Measure Y programs in July 2008. RDA obtained the contract with the City after scoring the highest score in the City's Request for Proposals (RFP) process. The SARANet database was created by RDA as the primary tool available to evaluators to report on Problem Solving Officer (PSO) activity and outcomes for the Measure Y evaluation. The database was developed in 2009 by RDA to address the gap in systematic data collection tools for the PSO program. The initial design (SARANet 1.0) was to fulfill an immediate need for a web-based information management system to support program accountability, with the expectation that a more comprehensive system would later be developed. As a component of the initial system design RDA provided OPD a system manual and training sessions. SARANet Version 1.1 was developed by RDA in summer 2011 to address the immediate needs for revisions and upgrades. Version 1.1 did not include the comprehensive upgrade needed to improve the database's usability for management and evaluation purposes, which both OPD and City Administrator's staff supported after much discussion. In 2014, the City executed a contract with RDA for those updates to the system and called the upgrades "SARANet 2.0." That contract is the contract which staff currently seeks to extend.

The SARANet 2.0 update included the following changes:

1. The ability for different types of officers to use the system (e.g., School Safety Officers) and differentiate reporting
2. Enhance user navigation
3. Enhance search function (e.g., add Project Nature and Project Source)
4. Add reason for Project Closure
5. Develop management reports
6. Implement a "Helpful Hint" function
7. Add ability of Sergeants to comment on projects in the system

8. Enable officers to comment on other officer projects

While the SARAnet 2.0 upgrade provided many necessary changes, a few additional upgrades are still needed, including:

1. Security Enhancement: To keep with Oakland ITD and FBI Criminal Justice Information Systems requirements.
2. Active Directory Integration: To provide for enhanced integration with the City's network – and to provide an additional layer of security – the City requires that the SARAnet application integrate with the City's Microsoft Windows Active Directory (AD). Once this has been done, the City then requires that SARAnet provides AD domain authentication when SARAnet initiates a secure database connection for authorized users.
3. Microsoft SharePoint Integration: ITD is transitioning the majority of its in-house application developments to the Microsoft SharePoint platform. In keeping with this transition, the City requires that the next version of SARAnet be written using Microsoft technologies (e.g., .NET) that can easily be integrated into a SharePoint environment.
4. Two-Tier Architecture: Going forward, the City would like for SARAnet to adopt a 2-tiered architecture consisting of a database layer and a separate presentation/application layer. Each layer should reside on a different server (e.g., database layer on SQL Server, presentation/application later on SharePoint). The City would prefer that the database layer be written for and compatible with Microsoft SQL Server 2012.
5. Two Environments: The City needs RDA to help establish separate environments for development/testing and production. This will enable new features or bug fixes to be properly previewed/tested without risking the integrity of the live production system.
6. Documentation: All documentation of the aforementioned activities will be delivered in a Markdown format for ease of presentation in web systems and allow easy repurposing by ITD.
7. SARAnet Technology Transfer: At some point in the future to meet future needs of the City, a discussion about a technology transfer could occur.
8. OPD General Order B-7 Forms, etc. Within the SARAnet: OPD would like to integrate the General Order B-7 form into the SARAnet which would include automated reminders, appropriate permissions, search capability, etc.
9. Beat Matrix Work-Form: OPD would like to integrate the Beat Matrix-form into the SARAnet in order to get more consistent and thorough information from the form.
10. A Design Document to Discuss Possibilities for a Public-Facing Version of the SARAnet: This would begin the discussion about what SARAnet capabilities should be available to the public and to then work to design such a feature as a result of community input sessions.

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The table below summarizes the cost for each upgrade.

Item	Quoted/Estimated Cost
1. Security Enhancement	\$4,250
2. Active Directory Integration	\$19,900
3. Microsoft SharePoint Integration	\$24,875
4. Two-Tier Architecture	\$7,850
5. Two Environments	\$150/hour (number of hours not yet determined)
6. Documentation	\$12,000
7. SARANet Technology Transfer	TBD
8. General Order B-7 Forms, etc.	\$93,050
9. Beat Matrix Work Form	\$71,900
10. Design Document RE Public-Facing System	\$29,950
11. Annual Maintenance Agreement	\$10,000/year

Of those changes, the funding for the FY 2015-16 contract extension (\$35,000) will only cover the following including the annual maintenance agreement:

1. Security Enhancement (\$4,250)
2. Active Directory Integration (\$19,900). AD Integration will be verified and tested using the Microsoft Azure Cloud Active Directory system. Oakland ITD will manage and be responsible for configuration of their AD system in the Azure cloud. RDA will implement the software solution in SARANet on-line for a group of officers to test. ITD will manage user passwords and configuration.
3. The annual maintenance agreement (\$10,000). An annual maintenance agreement is needed to trouble-shoot the system and provide quality assurance. Failing to establish a maintenance agreement to properly address system bugs, glitches, or new feature requests would mean that available data would not accurately reflect CRO activities and impacts.

Staff recommends that it is in the best interests of the City to waive the Request for Proposal/Qualifications (RFP/Q) and advertising and bidding processes for this agreement because RDA designed the SARANet database program used by OPD and has a clear understanding of the database and range of content knowledge and technical capacity to perform the database upgrade and annual maintenance agreement.

FISCAL IMPACT

Funds for the upgrade and maintenance contract (\$34,150) are available within the Measure Z fund (2252), Oakland Police Department Organization (107010), Ceasefire Org (108630); Online Database Service Account (55214); Non-Project (0000000); and Measure Z Program (PS37) and Information Technology Department 5510-94461-5xxxx-C234620-IP75.

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Item: _____
Public Safety Committee
November 10, 2015

COORDINATION

The Oakland Police Department, Information Technology Department, Controller's Bureau, Contracts and Compliance Division, and the Office of the City Attorney were consulted in the preparation of this report.

SUSTAINABLE OPPORTUNITIES

Economic: No environmental opportunities have been identified.

Environmental: No environmental opportunities have been identified.

Social Equity: The proposed upgrade and maintenance contract of the SARA database will provide a data-driven analysis of the impact of Measure Z community policing program efforts. The findings will contribute to informed decisions regarding any current and future actions in this area.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Adopt A Resolution To 1) Waive The Request For Proposals/Qualifications (RFP/Q) Process And The Advertising And Bidding Process; 2) Extend The SARAnet Contract With Resource Development Associates (RDA) Until June 30, 2016; And 3) Increase The RDA SARAnet Contract By \$35,000 For Upgrades And Maintenance Of The SARAnet Database With An Option To Extend The Contract As Funds Become Available Without Returning To The City Council In Order To Continue To Track Oakland Police Department Community Resource Officer Project Activities.

For questions regarding this report, please contact Chantal Cotton Gaines, Assistant to the City Administrator, at (510) 238-7587.

Respectfully submitted,

CHANTAL COTTON GAINES
Assistant to the City Administrator

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PROPOSED 2016 CALENDAR FOR
SAFETY AND SERVICES OVERSIGHT COMMISSION MEETING

Monday, January 25, 2016

Monday, February 22, 2016

Monday, March 28, 2016

Monday, April 25, 2016

Monday, May 23, 2016

Monday, June 27, 201

Monday, July 25, 2016

Monday, August 22, 2016

Monday, September 26, 2016

Monday, October 24, 2016

Monday, November 28, 2016

Monday, December 19, 2016 (4th Monday is City Holiday)

*Special meetings can be arranged as needed by the Commission

TO: SAFETY & SERVICES OVERSIGHT COMMISSON (SSOC)
FROM: Chantal Cotton Gaines
SUBJECT: Pending List to Date
DATE: October 23, 2015

The following list includes all agenda building topics generated to date from SSOC members, items continued from previous meetings, or items requested to be scheduled by staff.

AGENDA BUILDING TOPICS THUS FAR FOR FUTURE MEETINGS

For November 2015

- HSD – Recommendations of Vendor Contracts (requested for October 26, 2015)
- Evaluation RFP Update (continued from August 24, 2015)
- SSOC Budget Discussion (discuss how to spend the \$12,000 SSOC Budget)

For December 2015

- Data provided by evaluator – OPD response to concerns (continued from August 24, 2015)

Any additional topics generated will be added to this list.