



## MEMORANDUM

**TO:** HONORABLE MAYOR &  
CITY COUNCIL

**FROM:** Susan E. Manheimer  
Interim Chief of Police

**SUBJECT:** Quarterly Police Staffing Report

**DATE:** October 7, 2020

City Administrator  
Approval

Date  
Oct 9, 2020

### **RECOMMENDATION**

Staff Recommends That The City Council Receive The Oakland Police Department's (OPD) Quarterly Informational Memorandum On Recruiting And Sworn Staffing Levels As Of June 30, 2020.

### **BACKGROUND**

In 2009, the City Council requested a report on staffing levels from OPD to address current staffing for both sworn and professional staff. OPD previously provided this information on a monthly basis; however, effective 2019, the information is being provided on a quarterly basis.

This report addresses recruitment activities and assignments for both sworn and professional staff positions.

### **ANALYSIS AND POLICY ALTERNATIVES**

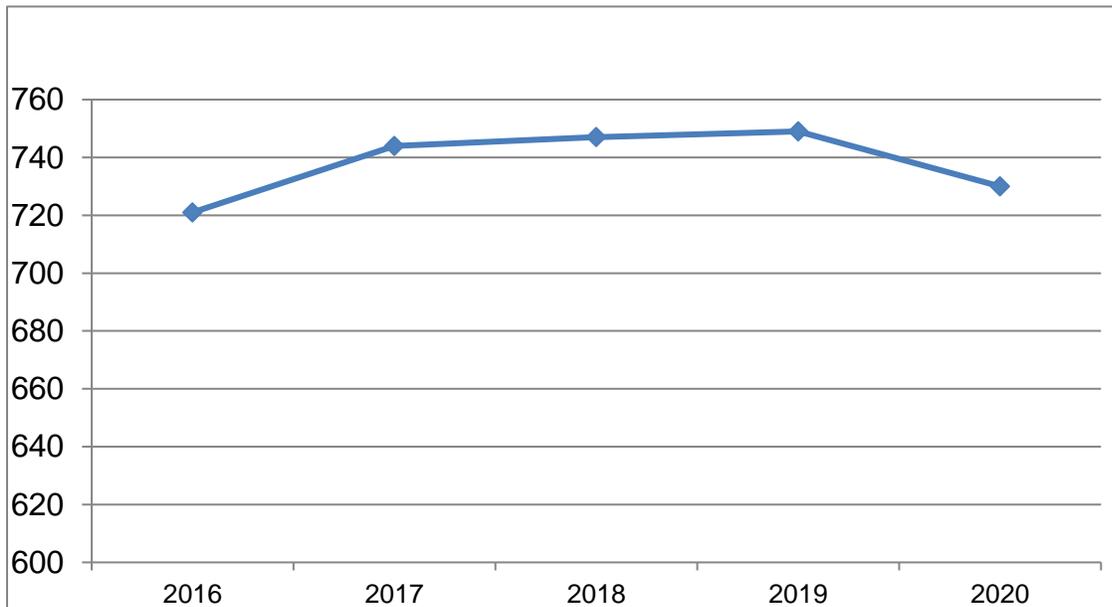
#### ***Overview***

Over a five-year timespan, OPD sworn staffing levels have gone from 721 officers in 2016 to 730 officers (as of January 1, 2020). **Table 1** below, provides the sworn staffing data numerically, and **Figure 1** below, does so visually.

**Table 1: Actual Staffing Levels on January 1 of Each Year: 2016 - 2020**

	2016	2017	2018	2019	2020
Sworn Staffing Levels as of January 1 of each year	721	744	747	749	730

**Figure 1: Sworn Staffing on January 1, 2016 through January 1, 2020**



On January 1, 2020, actual sworn staffing was 730 and as of June 30, 2020 it was 733. The authorized staffing level per the Approved Fiscal Year (FY) 2019-20 Budget is 792 sworn positions. The 792 authorized positions include the following grant-funded positions:

- 12 officer positions from the 2015 U.S. Department of Justice (DOJ) “COPS<sup>1</sup>” Hiring Grant;
- 15 officer positions from the 2016 DOJ/COPS Hiring Grant; and
- 60 officer positions funded by the 2014 Safety and Services Act (Measure Z) of 2014<sup>2</sup>

**Demographics – Oakland Residents**

OPD has prioritized attracting, through varied strategic recruiting efforts, a racially diverse and multilingual workforce of qualified officers that includes Oakland residents. **Figure 2** below shows that as of June 30, 2020, 76 sworn members or ten percent (10.37%) of sworn staffing were Oakland residents. **Table 2** below, provides details about the top ten cities where officers live (Oakland being the largest city of residence for officers).

<sup>1</sup> The Office of Community Oriented Policing Services (COPS Office) is the component of the U.S. Department of Justice responsible for advancing the practice of community policing by the nation's state, local, territorial, and tribal law enforcement agencies through information and grant resources: <https://cops.usdoj.gov/aboutcops>.

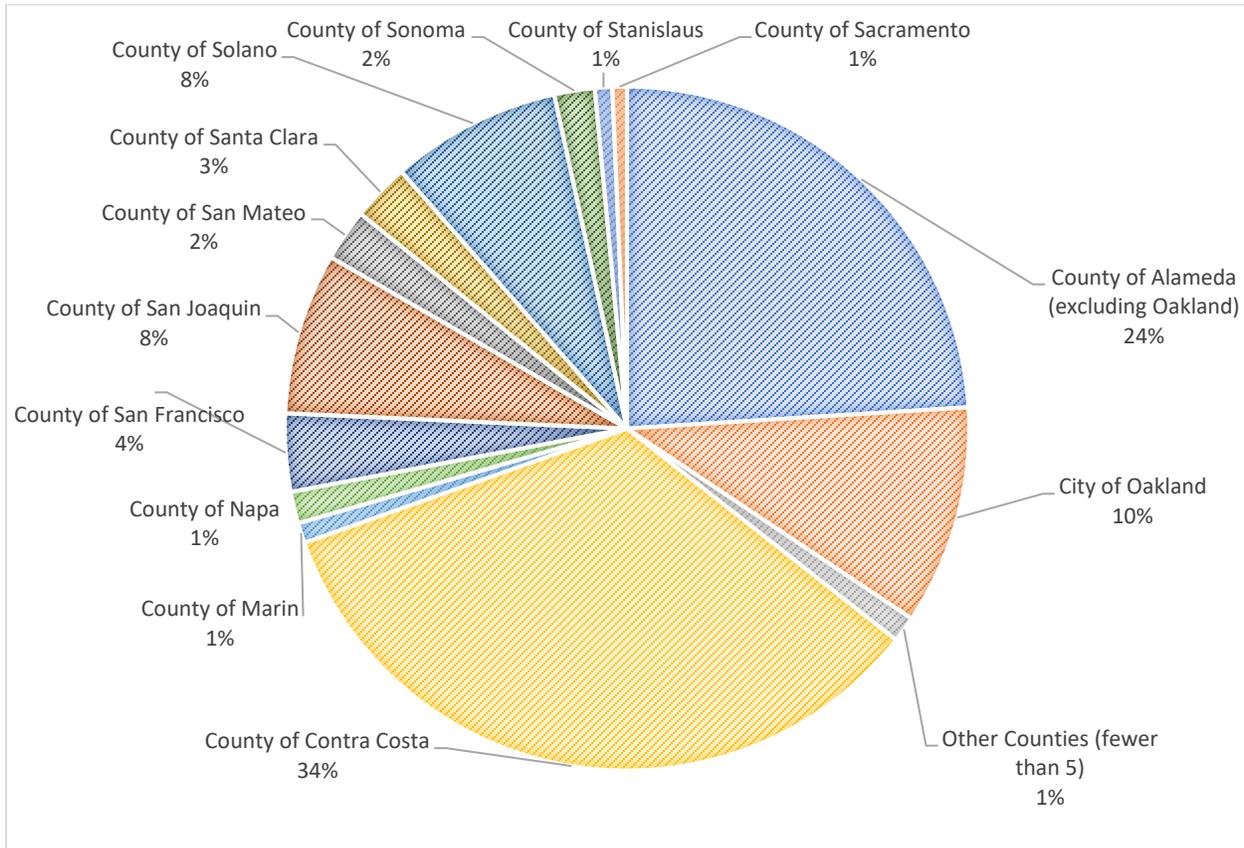
<sup>2</sup> <http://www2.oaklandnet.com/government/o/CityAdministration/d/measure-z/index.htm>

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**Figure 2: OPD Sworn Officers - Residency by County and City**



**Table 2: Residency by Top 10 Cities of Sworn OPD Members**

City	Count	Department Percentage	City	Count	Department Percentage
Oakland	76	10.37%	Brentwood	24	3.41%
San Leandro	33	4.50%	Oakley	25	3.27%
Concord	31	4.23%	Hayward	25	3.27%
Castro Valley	29	3.96%	Tracy	21	2.86%
San Francisco	27	3.68%	Vallejo	20	2.73%
Total				311	42.8%

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**Table 3** below shows that four (4) Police Officer Trainees (POTs) or 10.81 percent (10.81%) of those entering the 184<sup>th</sup> Police Academy were Oakland residents.

**Table 3: OPDs 184<sup>th</sup> Basic Academy**

Gender		Race/Ethnicity		Residency		Language		Education	
Female	11	Asian	5	Oakland	4	Mandarin	0	Some College	12
Male	26	Black or African American	9	Other	33	Spanish	7	Associate's	4
		Hispanic or Latino	11			English Only	20	Bachelor's	7
		White or Caucasian	9			Other	9	Master's	3
		Other	3			Cantonese	1	High School/GED	11
<b>Total</b>	<b>37</b>	<b>Total</b>	<b>37</b>	<b>Total</b>	<b>37</b>	<b>Total</b>	<b>37</b>	<b>Total</b>	<b>37</b>

**Tables 4A and 4B** below provides demographic information for all OPD sworn and professional staff.

**Table 4A: Race/Ethnicity and Gender – OPD Sworn Staff as of June 30, 2020**

Race/Ethnicity	Female		Male	
Asian	7	6.7%	92	14.6%
Black or African American	19	18.3%	103	16.4%
Filipino	1	.9%	27	4.3%
Hispanic or Latino	37	35.6%	166	26.4%
Native American	1	.9%	2	.3%
Undeclared-Other	4	3.8%	16	2.4%
White or Caucasian	35	33.8%	224	35.6%
<b>Total</b>	<b>104</b>	<b>100%</b>	<b>630</b>	<b>100%</b>

**Table 4B: Race/Ethnicity and Gender – OPD Professional Staff as of June 30, 2020**

Race/Ethnicity	Female		Male	
Asian	46	15.5%	31	24.8%
Black or African American	135	45.8%	35	28.0%
Filipino	2	0.7%	1	0.8%
Hispanic or Latino	53	18.0%	28	22.4%
Native American	2	0.7%	0	0
Undeclared-Other	3	1.0%	4	3.2%
White or Caucasian	52	18.3%	24	20.8%
<b>Total</b>	<b>293</b>	<b>100%</b>	<b>123</b>	<b>100%</b>

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**Table 5** below provides current and past demographic information for OPD sworn staff.

**Table 5: Race\*/Ethnicity\* by Year – OPD Sworn Staff as of June 30, 2020**

<b>Race/Ethnicity</b>	<b>US 2018 Census-Oakland Pop.</b>	<b>OPD 2017</b>	<b>OPD 2018</b>	<b>OPD 2019</b>	<b>OPD 2020</b>
White	36.7%	38.8%	38.4%	36.4%	35.3%
Black	24.3%	17.3%	16.7%	16.9%	16.6%
Asian	15.9%	15.3%	16.9%	13.3%	13.5%
Hispanic	27.0%	24.6%	25.2%	26.9%	27.7%
Other	--	4.0%	2.7%	6.6%	6.8%

*\*Note: "Asian" includes Filipino; "Other" includes Native American and Undeclared*

**Table 6** below shows the gender breakdown and provides a national comparison.

**Table 6: OPD Gender Percentages by Year Compared With 2018 National Percentage<sup>3</sup>**

<b>Gender</b>	<b>National Percentage, 2018</b>	<b>OPD 2017</b>	<b>OPD 2018</b>	<b>OPD 2019</b>	<b>*OPD 2020</b>
Female	12.8%	13.0%	13.0%	13.9%	14.2%
Male	87.2%	87.0%	87.0%	86.1%	85.8%

*\*2020 figure shows all OPD sworn staff as of June 30, 2020*

**Actual and Projected Sworn Staffing**

On December 10, 2013, Oakland City Council passed Resolution No. 84767 C.M.S., which requires the OPD staffing report to contain an analysis of any deviations between the expected and actual staffing levels, the expected hiring methods, and alternative hiring options for achieving budgeted staffing as quickly as possible. **Table 7** below provides actual and projected sworn staffing for a twelve-month period. This data is accurate as of June 30, 2020.

<sup>3</sup> 2018 data: gender ratio of police officers in the U.S. (Source: Federal Bureau of Investigation. U.S. Department of Justice. Uniform Crime Reporting (UCR) Program, Crime in the United States, 2018.

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**Table 7: Actual Sworn Staffing (as of June 30, 2020) and Sworn Staffing Projections**

Year	2019			2020								
Month	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
<b>Authorized</b>	792	792	792	792	792	792	792	792	792	792	792	792
<b>Filled</b>	749	741	737	730	728	750	746	735	733	733	728	723
<b>Attrition</b>	(8)	(4)	(7)	(2)	(7)	(4)	(11)	(2)	(0)	(5)	(5)	(5)
<b>Hires</b>	0	0	0	0	29	0	0	0	0	0	0	0
<b>Ending Filled**</b>	741	737	730	728	750	746	735	733	733	728	723	718
<b>Over (Under) Authorized</b>	(51)	(55)	(62)	(64)	(42)	(46)	(57)	(59)	(59)	(64)	(69)	(74)
<b>New POT Hiring Pipeline</b>				183 <sup>rd</sup> Academy (ended Feb 2020 = 28 POTs)								

\*\* Numbers in the "Ending Filled" row provide actual sworn staffing numbers at the close of each month.

Table 8 below provides a listing of authorized and filled positions in OPD.

**Table 8: OPD Positions - Authorized and Filled Positions (as of June 30, 2020)**

Type	Budget Authorized Positions	Authorized	Filled	+/-
Sworn	Chief of Police	1	0	-1
	Assistant Chief	1	0	-1
	Deputy Chief	4	2	-2
	Captain	10	9	-1
	Lieutenant	27	27	0
	Sergeants	129	121	-8
	Police Officers	620	574	-46
	<b>Total Sworn</b>		792	733
Professional Staff (Full-time and Part-time)		*400.00	326	-74
<b>Total Personnel</b>		<b>1192.00</b>	<b>1059</b>	<b>-133</b>

\*The City Administrator has approved OPD to hire ten (10) Police Communications Dispatchers above its authorized staffing level, which is reflected in the total number of authorized professional staff positions listed above.

**Attrition**

As noted in Table 9 below, OPD experienced an average attrition rate of 5.5 officers per month (68 officers over the 12-month period), which is consistent with the current projected attrition rate of 5 officers per month (72 per year).

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**Table 9: Sworn Attrition Data: April 1, 2019 through June 30, 2020**

	2019						2020						Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Disability Retirement	1	2		1		2		1	1	1			9
Resignation (not during Field Training)		1	3			1		1	2	1	1		10
Resignation during Field Training			1	2	3	2				2			10
Resignation (to other agency)		2		1			2	1		1			7
Service Retirement	1	4	3	2		2		2					14
Discharged	1				1			1	1	5			9
Removed from Probation during Field Training		1	2	2				1		1	1		8
<b>Grand Total</b>	<b>3</b>	<b>10</b>	<b>9</b>	<b>8</b>	<b>4</b>	<b>7</b>	<b>2</b>	<b>7</b>	<b>4</b>	<b>11</b>	<b>2</b>	<b>0</b>	<b>67</b>

**Recruitment**

There was a total of 9 outreach activity events scheduled during the quarter but all were cancelled due to the COVID-19 restrictions. Although in person events were cancelled, OPD has maintained a social media presence on the following platforms:

- Opdjobs.com
- Facebook - [www.facebook.com/oaklandpoliceca](http://www.facebook.com/oaklandpoliceca)
- Twitter - [twitter.com/oaklandpoliceca](http://twitter.com/oaklandpoliceca)
- Instagram - [instagram.com/opd\\_jobs](http://instagram.com/opd_jobs)

**Table 10** below provides information for the 184<sup>th</sup> Academy that began on January 27, 2020. OPD is currently recruiting for the 185<sup>th</sup> Academy. OPD is also implementing measures to resume the Physical Ability Practice Test and Workshop events in Oakland to offer applicants helpful tips and information that may improve test performance.

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**Table 10: OPD Recruitment Data – 184<sup>th</sup> Academy**

Police Hiring Steps: 184 <sup>th</sup> Academy	Testing/ Time Frame	Total	Percent of Total	Percent Not Advanced	Number of Oakland Residents	Oakland Residents	Oakland Residents Not Advanced
Applications Received	4/13/19 - 8/16/2019	1100	100%	0%	161	15%	0%
Invited to PAT		446	41%	59%	147	13%	9%
Attended PAT	7/13/2019 - 9/14/2019	272	25%	75%	51	5%	68%
Invited to Written Exam		228	21%	79%	146	13%	9%
Attended Written Exam	7/13/2019 - 9/14/2019	228	21%	79%	37	3%	77%
Invited to Oral Interview		243	22%	78%	30	3%	81%
Attended Oral Interview	8/6/2019- 10/1/2019	158	14%	86%	20	2%	88%
Referred to OPD on Eligibility List	8/7/2019- 10/3/2020	112	10%	90%	14	1%	91%
Invited to Academy	1/27/2020	36	3%	97%	4	0.36%	98%
Graduated Academy	7/24/2020	23	2%	98%	3	0.27%	98%

**Table 11** below provides information on OPDs authorized sworn permanent staffing.

**Table 11: Authorized Sworn Permanent Assignments within OPD**

	Chief	Asst. Chief	Deputy Chief	Captain	Lieutenant	Sergeant	Officer	Total
Office of the Chief	1	1			1			3
Public Information Office							2	2
Internal Affairs Division				1	2	12	4	19
Office of the Inspector General					1	1		2
Intelligence Unit						1	7	8
Training Division				1	1	3	18	23
Ceasefire				1	1	6	32	40
Recruiting and Background Unit						1	8	9
Policy & Publication							1	1
Bureau of Field Ops: Administration			2			1		3
Patrol Area 1				1	3	19	92	115
Patrol Area 2				1	3	14	63	81
Patrol Area 3				1	3	14	70	88

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	Chief	Asst. Chief	Deputy Chief	Captain	Lieutenant	Sergeant	Officer	Total
Patrol Area 4				1	3	15	85	104
Patrol Area 5				1	3	17	90	111
Support Operations Division				1	1	3	25	30
Traffic Section					1	4	24	29
ABAT*/Homeless/CI T						2	9	11
Bureau of Services: Administration			1					1
Information Technology							3	3
Bureau of Investigations			1	1			4	6
Criminal Investigations Division (CID): Special Victims Section					1	5	31	37
CID: Homicide Section					1	5	10	16
CID: General Misdemeanor Crimes/ Task Forces & Felony Assault Section					1	4	27	32
CID: Robbery, Burglary, Section					1	2	15	18
<b>Total Sworn</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>10</b>	<b>27</b>	<b>129</b>	<b>620</b>	<b>792</b>

\*ABAT = Alcohol and Beverage Action Team

**Table 12** below shows professional staff vacancies and the status of work being done to fill those vacancies. Please note, DHRM stands for Department of Human Resource Management.

**Table 12: Professional Staff Vacancies in OPD**

Classification	Vacancies	FTE Authorized	Date Assigned to DHRM <sup>4</sup> for Hiring	Status
Account Clerk I	1	1	----	OPD – Waiting for analyst to submit hiring requisition. Account Clerk II will be surveyed once hiring for Account Clerk II is complete.
Account Clerk II	2	4	12/31/18	OPD – Waiting for hiring manager to provide an interview date.
Accountant III	1	1	2/5/20	OPD – Waiting for hiring manager to set interview for one (1) candidate.

<sup>4</sup> DHRM = Department of Human Resources and Management

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<b>Classification</b>	<b>Vacancies</b>	<b>FTE Authorized</b>	<b>Date Assigned to DHRM<sup>4</sup> for Hiring</b>	<b>Status</b>
Administrative Assistant I	1	2	6/5/19	OPD – Possibly reclassifying this position to a PRS.
Assistant to the Director	1	1	----	OPD – Waiting for pre-recruitment documents from HRM.
Courier	1	1	9/27/19	OPD – Courier exam was on the 16th and 17th Jun 20. OPD is waiting for test results.
Crime Analyst	3	7	4/19/19	OPD – Eight (8) candidates to hiring manager. Waiting for interview date.
Criminalist II	2	16	8/4/18	OPD – Waiting for hiring manager to complete job analysis.
Criminalist III	1	5	6/13/19	HRM – Waiting for analyst to be assigned.
Crossing Guard (PPT)	1	2	12/12/16	OPD – Waiting for applications.
Crossing Guard (PT)	4	17	12/12/16	OPD – Waiting for applications.
Crossing Guard (PT) Measure BB Funds	8	10	7/1/18	OPD – Waiting for applications.
Forensic Technician	2	2	11/14/19	OPD – Waiting for hiring manager to schedule interviews.
Intake Technician	1	4	1/13/16	OPD – Completed background was submitted for supervisory review on 19 Jun 20.
Latent Print Examiner II	1	5	4/28/18	OPD – Background was submitted for supervisory review on 25 Jun 2020.
Neighborhood Services Coordinator One (1) Selective Certification (Chinese)	1	10	12/11/18	OPD – Candidate to background on 02 Jun 20.
Payroll Personnel Clerk III	1	3	2/1/20	HRM – Tentative date for eligible list is 03 Jul 20.

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Classification	Vacancies	FTE Authorized	Date Assigned to DHRM <sup>4</sup> for Hiring	Status
Police Cadet, PT	0 (part-time positions) Pipeline Fund 5.5 (part-time positions) General Funded 5.5 (part-time positions) Education Fund	4.5 (part-time positions) Pipeline Fund 9 (part-time positions) General Funded 9 (part-time positions) Education Fund	4/27/16	OPD/HRM – Eight (8) candidates in background.
Police Communications Dispatchers <u>(unauthorized for 10 positions)</u>	21	70	4/12/17	OPD – Twelve (12) in background. Need to establish new recruitment.
Police Communications Dispatcher, Senior	2	4	Multiple	OPD – Sent eligible list and applications to hiring manager on 11 Jun 20. Waiting for interview date.
Police Evidence Technician	1	20	3/11/19	OPD – Eligible list will be released by HRM once the status of the candidate in background is finalized.
Police Program and Performance Audit Supervisor	1	2	1/7/19	HRM – Tentative date for eligible list is 15 Jul 20.
Police Property Specialist	2	7	12/27/18	OPD – Once shelter in place is lifted, analyst will negotiate start date.
Police Records Specialist	8	55	10/17/19	OPD – Two (2) candidates in background. Waiting for R&B to determine if one (1) candidate will pass background. Waiting for add/delete moratorium to end in July to delete one (1) from Crime Analysis Unit and add it to BFO East Admin.
Police Services Technician II	1	55	8/28/28	OPD – Eligible list to hiring manager. Waiting for interview date.
Program Analyst III	1	2	2/9/20	OPD – Waiting for pre-recruitment check list from OPD analyst.

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Classification	Vacancies	FTE Authorized	Date Assigned to DHRM <sup>4</sup> for Hiring	Status
Project Manager II - Ceasefire	1	1	8/14/18	OPD – Considering reclassifying position to an Assistant to the Director.

**Sworn Staffing by Area and Patrol Detail**

Tables 13 provide information on beats by area and patrol data.

**Table 13: Police Beat Patrol Data**

	Area 1	Area 2	Area 3	Area 4	Area 5
Police Beats by Area	1-7	8-14	15-22	23-28	29-35
Number of officers assigned to patrol: 283	Total 67	Total 50	Total 49	Total 49	Total 68
Number of officers assigned as Community Resource Officers	7	7	8	6	7
Number of officers assigned to the Crime Reduction Team	6	7	6	7	6

**FISCAL IMPACT**

This report is for informational purposes only and does not have a direct fiscal impact or cost. However, decisions to fund additional sworn or non-sworn positions beyond levels approved in the Policy Budget will require additional funding through a budget process.

**PUBLIC OUTREACH / INTEREST**

OPD continues to actively recruit candidates for the positions of police officer trainee and lateral police officer. Recruitment efforts focus on selective language candidates, diversity, and Oakland residency throughout the testing and selection process.

Staff continues to seek input from community members. Staff is also researching targeted marketing strategies that will assist in ensuring the public is aware of opportunities within the organization. Staff

continues to work with community organizations to conduct hiring workshops and obtain input on how to remain visible and available within the community.

**COORDINATION**

This report did not require interdepartmental coordination.

**SUSTAINABLE OPPORTUNITIES**

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

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

*Race and Equity:* This report provides valuable information to the residents and visitors of Oakland regarding OPD personnel. The Oakland Police Department strives to increase the diversity of its workforce.

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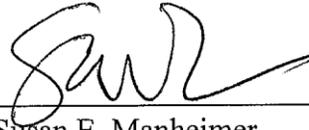
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For questions regarding this report, please contact Kiona Suttle, Personnel Manager, OPD Personnel Section, at (510) 238-6971.

Respectfully submitted,



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Susan E. Manheimer  
Interim Chief of Police  
Oakland Police Department

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