



MEMORANDUM

City Manager's Office

DATE: May 27, 2021
TO: Public Safety Advisory Board
FROM: Melvin E. Gaines, Principal Management Analyst
SUBJECT: PSAB Fiscal Year 2021-22 Work Plan Discussion

PURPOSE

Discuss the work plan development process for the Fiscal Year 2021-22 Public Safety Advisory Board (PSAB) Work Plan.

BACKGROUND

City Council Policy A-23, "Work Item Referral Process for Council Advisory Bodies and Councilmember Committees," requires all Council Advisory Bodies to annually prepare work plans for City Council review and approval (Attachment 1).

City Council advisory bodies normally develop work plans over the summer and submit draft work plans to the City Council for review and approval in September.

DISCUSSION

The Public Safety Advisory Board (PSAB) may explore potential work plan items during its initial meetings and submit a draft work plan to the City Council for approval with other City Council advisory bodies in September 2021. As a newly formed advisory body, the PSAB may desire to submit an earlier work plan; however, the City Council has communicated a desire to review all advisory body work plans together during the fall of each year.

Staff proposes that the PSAB discuss potential work plan items during the June and July 2021 PSAB meetings. To inform discussion of potential work plan items, staff will provide updates on items that the Ad Hoc Council Subcommittee on Race, Equity and Inclusion (REI Subcommittee) discussed related to policing matters. This includes Mountain View Police Department traffic stop data, alternative responses to mental

health crises, and community input from the Human Relations Commission's Listening Forums on Local Policing.

Due to capacity constraints throughout the organization, the City's continued focus on COVID-19 recovery, and the Council's desire to limit the number of work plan items on advisory work plans, advisory bodies are being asked to limit their proposed Fiscal Year 2021-22 Work Plan items. Once the PSAB identifies potential work plan items, staff will analyze and provide input on the necessary staff work and capacity to execute projects. Staff can present the workload impacts of potential work plan items to the PSAB and the PSAB can determine a proposed work plan during its August 2021 meeting.

It is important to note that the City Council and/or the REI Subcommittee may refer work plan items or assignments to the PSAB during Fiscal Year 2021-22.

NEXT STEPS

The PSAB will identify potential work plan items during future meetings. As noted above, the prioritization of work plan items following staff analysis of work needed and capacity to execute projects could occur at the PSAB's August 2021 meeting.

- Attachment:
1. City Council Policy A-23: Work Item Referral Process for Council Advisory Bodies and Councilmember Committees