



Memorandum

TO: ALL DEPARTMENT PERSONNEL **FROM: Larry Esquivel**
Chief of Police

SUBJECT: SJPD STAFFING PLAN **DATE: January 14, 2015**
FEBRUARY 2015 to SEPTEMBER 2015

Approved

Memo # 2015-002

BACKGROUND

The San Jose Police Department (SJPD) staffing climate is evaluated regularly. A staffing plan has evolved and was most recently addressed through Memo 2014-027 "September 2014 to March 2015 Staffing Plan." This memorandum sets out some adjustments to the current plan.

ANALYSIS

The following points highlight the current staffing plan and adjustments or additions:

BFO Redeployment to Patrol positions

- **Metro Unit**
 - From February 1, 2015 to March 14, 2015 (March 2015 Shift Change), the Metro Unit will be redeployed to fill patrol beats (4 sergeants & 23 officers).
 - At the March 2015 shift change, officers rotating out of the Metro Unit will not be backfilled and will fill patrol positions (6 officers).
 - One Metro sergeant position will be rotating out of the Metro Unit and this position will not be backfilled and will fill a patrol position (1 sergeant).
 - Metro will be reconfigured into two teams.
- **Gang Suppression Unit (GSU)**
 - At the March 2015 shift change, the officer rotating out of the GSU will not be backfilled and will fill a patrol position (1 officer).
- **Traffic Enforcement Unit (TEU)**
 - At the March 2015 shift change, officers rotating out of TEU will not be backfilled and will fill patrol positions (2 officers).
 - The TEU Lieutenant position will be filled with a sergeant in an "acting lieutenant" position and the current lieutenant will fill a patrol position (1 lieutenant).
 - The Community Service Officer (CSO) program will be managed by the BFO Administrative Unit Lieutenant.
 - The Reserve Program will be managed by the Field Training Officer (FTO) Lieutenant.

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- Downtown Services Unit (DSU)
 - At the March 2015 shift change, the officer rotating out of DSU will not be backfilled and will fill a patrol position (1 officer).
- Field Training Officer (FTO) Program
 - At the March 2015 shift change, the FTO Administrative Officer will be redeployed from the FTO program and will fill a patrol position (1 officer).

BOA Redeployment to Patrol positions

- Identified personnel from the SJPD Police Academy (1 sergeant), Backgrounds Unit (3 officers), and Video Unit (1 officer) will be redeployed to patrol positions.

BOI Redeployment to Patrol positions

- Identified personnel from the Homicide Unit (1 sergeant), REACT Task Force (1 sergeant), Night General Detail (1 officer), Gang Investigations Unit (1 officer), Robbery Unit (1 officer), and Juvenile & Missing Persons Unit (1 officer) will be redeployed to patrol positions.

Department Flex Car Program

- The Department Flex Car Program will continue as described in Memorandum 2014-027.

Special Operations Flex Car Program

- At the March 2015 shift change, Special Operations will not be used for the Flex Car Program.

Backfill Paycars

- Backfill Paycars will continue as described in Memorandum 2014-027.

Mandatory Staffing Levels

- Patrol mandatory staffing levels will continue to be adhered to.

Bureau of Field Operations – Mandatory Overtime Process

- The Department has presented a Patrol Mandatory Overtime Plan to the City to work with the Police Officers Association (POA) through “meet & confer.”

ORDER

In an effort to ensure officer safety, better serve the community and realize efficiencies, the above procedures will be effective as indicated. This process will be reassessed later in 2015.



LARRY ESQUIVEL
Chief of Police

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