



CITY OF CHICAGO

DEPARTMENT OF ADMINISTRATIVE HEARINGS

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Anastasia Walker
Chief Administrative Officer
Office of Public Safety Administration

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 16, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 51-01 Positions

The following information is provided in response to questions posed at our department's hearing on November 05, 2020 to discuss the proposed 2021 budget.

Alderman Thompson asked for what positions moved from CPD, OEMC, and CFD to PSA.

No positions moved to PSA in the 2021 budget. The following charts below list which filled and vacant positions moved to PSA during the 2020 budget.

As always, please let me know if you have any further questions.

From 057 Chicago Police Department:

Title Code	Title	Filled	Vacant	Grand Total
102	Accountant II	1	1	2
114	Assistant Payroll Administrator	1		1
117	Assistant Director of Finance	1		1
123	Fiscal Administrator	1		1
169	Chief Timekeeper		1	1
190	Accounting Technician II		1	1
303	Administrative Assistant III	2		2
306	Assistant Director	1		1
308	Staff Assistant		1	1
309	Coord Special Projects	1		1
310	Project Manager	1	4	5
341	Medical Administrator		1	1
345	Contract Coordinator	1		1
381	Dir Administration Ii	1		1
394	Administrative Manager	1	2	3
430	Clerk III	3	3	6
431	Clerk Iv	1	4	5
438	Timekeeper – CPD	24	8	32
601	Director of Information Systems	1		1
620	GIS Analyst		1	1
659	Principle Data Base Analyst	1		1
665	Senior Data Entry Operator	3	1	4
832	Personal Computer Opr II	1		1
1191	Contracts Administrator	1		1
1255	Investigator		4	4
1301	Administrative Services Officer I	7	1	8
1302	Administrative Service Officer II	1		1
1303	Administrative Services Officer I - Excluded		1	1
1329	Mgr. Of Police Personnel	1		1
1341	Personnel Assistant	5		5
1482	Contract Review Specialist II	2		2
1576	Chief Voucher Expediter	1		1
1850	Supv Inventory Cont. I	1		1
2989	Grants Research Specialist	3		3
3603	Occupational Health Nurse	1	1	2
4238	Property Custodian	9	5	14
4546	Director of Facilities Management		1	1
4548	Manager of Buildings Services		1	1
9003	Criminal History Analyst	1		1

9012	Mgr. Police Payrolls	1		1
9019	Asst Mgr. Police Payroll	1		1
9115	Medical Services Coord	5		5
9684	Deputy Director	1		1
9759	Dir Of Human Resources	1		1
9796	Deputy Chief	1		1
Grand Total		89	42	131

From 058 Office of Emergency Management and Communication

Title Code	Title	Filled	Vacant	Grand Total
103	Accountant III	1		1
303	Administrative Assistant III	2		2
1302	Administrative Service Officer II	2		2
1301	Administrative Services Officer I	2		2
625	Chief Programmer/Analyst	3		3
619	Chief Systems Programmer	1		1
1576	Chief Voucher Expediter	2		2
450	Clerk Iv (Timekeeper)	2		2
345	Contract Coordinator	1		1
1562	Contracts Negotiator	1		1
1854	Coordinator - Inventory Management and Property Control	1	1	2
9684	Deputy Director	3		3
381	Director of Administration II		1	1
118	Director of Finance	1		1
601	Director of Information Systems	1		1
361	Director of Personnel Policies and Utilization	1		1
5814	Electrical Engineer IV	1		1
5035-39/ 5041-62	Electrical Mechanic	29	5	34
5036-9	Electrical Mechanic – Salary	4		4
123	Fiscal Administrator	1		1
5040	Foreman of Electrical Mechanics	3	1	4
5084-7	Foreman of Linemen - Salaried	4	1	5
5085	General Foreman of Lineman	1		1
620	GIS Analyst		1	1
2989	Grants Research Specialist	1		1
9528-9	Laborer - Bureau of Electricity	2		2
5081-7	Lineman	7	3	10
5080-97	Lineman - Salaried	18	4	22
6674	Machinist	1	1	2
7183-5	Motor Truck Driver	3		3
121	Payroll Administrator	1		1
629	Principal Program Analyst	1		1
602	Principal Systems Programmer	2		2
1730	Program Analyst	1		1
310	Project Manager	5	1	6
311	Projects Administrator	2	1	3
308	Staff Assistant	1		1
Grand Total		112	20	132

From 059 Chicago Fire Department

Title Code	Title	Filled	Vacant	Grand Total
104	Accountant Iv	1		1
114	Assistant Payroll Administrator	1		1
117	Assistant Director of Finance	1		1
118	Director of Finance	1		1
122	Payroll Administrator-Excluded	1		1
124	Finance Officer	1		1
175	Field Payroll Auditor	5	1	6
190	Accounting Technician II	1		1
302	Administrative Assistant II	1		1
303	Administrative Assistant III	2	1	3
308	Staff Assistant	2		2
311	Projects Administrator	1		1
313	Assistant Commissioner	1		1
345	Contract Coordinator	1		1
431	Clerk Iv	4		4
629	Principal Program Analyst	1		1
635	Senior Programmer/Analyst	1		1
638	Programmer/Analyst	1		1
1301	Administrative Services Officer I	2		2
1302	Administrative Service Officer II	1		1
1576	Chief Voucher Expediter	1		1
2926	Supervisor of Grants Administration	1		1
3348	Medical Director	1		1
3603	Occupational Health Nurse	1		1
3763	Nurse Practitioner	3		3
8759	Assistant Director	1		1
8780	Director of Research and Planning	1		1
9532	Stores Laborer	2		2
9613	Chief Administrative Officer	1		1
9679	Deputy Commissioner	1		1
Grand Total		43	2	45



CITY OF CHICAGO



OFFICE OF PUBLIC SAFETY ADMINISTRATION

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Anastasia Walker
Executive Director
Office of Public Safety Administration

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: **November 23, 2020**

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 51-02 Retirement Response

The following information is provided in response to questions posed at our department's hearing on November 5, 2020 to discuss the proposed 2021 budget.

Alderman Thompson asked how many of the 150 sworn officers detailed to the Office of Public Safety Administration (PSA) will retire and their age.

Currently, PSA does not have sworn officers in the FY21 Budget. The 150 officers are currently detailed to PSA. Therefore, this question should be answered by the Chicago Police Department.

As always, please let me know if you have any further questions.



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Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 51-03 Consent Decree

The following information is provided in response to questions posed at our department’s hearing on November 05, 2020 to discuss the proposed 2021 budget.

Alderwoman Hadden asked for what was in PSA’s Consent Decree Budget.

Fund Code	Fund Desc	Item Desc	2021 Item Amt
100	Corporate Fund	Equipment And Technology Audit	\$300,000
100	Corporate Fund	IClear Maintenance	\$200,000
100	Corporate Fund	In Car Camera	\$160,000
100	Corporate Fund	In Car Camera (ICC) Repairs	\$40,000
100	Corporate Fund	Inventory Numbers/Accessories	\$3,000
100	Corporate Fund	Printed Forms	\$10,000
100	Corporate Fund	Promotion Assessment	\$150,000
353	Emergency Communication Fund	Computer For Repairs	\$3,000
353	Emergency Communication Fund	In Car Cameras	\$75,000
353	Emergency Communication Fund	In-Car Camera Maintenance	\$34,000
Grand Total			\$975,000

As always, please let me know if you have any further questions.



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OFFICE OF PUBLIC SAFETY ADMINISTRATION

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Date: November 23, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 51-04 Personnel Savings

The following information is provided in response to questions posed at our department's hearing on November 5, 2020 to discuss the proposed 2021 budget.

Alderman Ervin asked for the personnel savings from the consolidation of the three public safety department's administrative staff.

After the first year, the PSA assessed the workforce and determined that 57 vacancies could be eliminated due to redundant responsibilities. These 57 vacancies were eliminated in the 2021 budget and totaled \$3.4 million in savings.

As always, please let me know if you have any further questions.



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ID#: 51-05 Measurable Outcomes Response

The following information is provided in response to questions posed at our department's hearing on November 5, 2020 to discuss the proposed 2021 budget.

Alderman Dowell asked for information regarding the measurable outcomes for 2021 under the three pillars of their mission statement.

The Office of Public Safety Administration ("PSA") manages and implements all administrative functions for the City of Chicago's public safety departments, including the departments of Police and Fire, and the Office of Emergency Management and Communications. Our measurable outcomes are listed below.

Finance Administration

- Developing and/or revamping procedures for payment processing, reimbursement and travel
- Increase staff development and implement cross training to yield efficiencies and increase productivity
- Monitor, review and provide appropriate reduction proposals for public safety overtime

IT Development

- Creating synergy in Public Safety IT for Police, Fire and OEMC
- Ensuring technological efficiencies in Public Safety by removing barriers across departments
- Consolidation of circuits, saving on costs via AT&T Contract
- Ending select rooftop rental leases by consolidating equipment
- Work with AIS to roll out TMobile's First Responder option and eliminate cell phone lines

Personnel



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OFFICE OF PUBLIC SAFETY ADMINISTRATION

- Monitor absenteeism and leave of absences (LOA) by providing strategies and appropriate solutions for reduction
- Implementing a robust staff development plan for increased proficiency and skill
- Combine public safety personnel transactions that yield efficiencies and increase productivity

As always, please let me know if you have any further questions.



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ID#: 51-06 Overtime

The following information is provided in response to questions posed at our department's hearing on November 5, 2020 to discuss the proposed 2021 budget.

Alderman Thompson asked for the plan for how to reduce overtime costs in the Public Safety Departments.

The Office of Public Safety Administration (PSA) will provide administrative oversight with regards to overtime by monitoring and examining trends that cause overtime. PSA will work closely with the first responder departments to meet the operational staffing needs and will provide timely suggestions and ideas on decreasing overtime while maintaining public safety.

As always, please let me know if you have any further questions.