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CARL C.W. WOLFE, COUNCILMEMBER

August 5, 2020

**VIA U.S. REGULAR MAIL AND  
REQUESTED EMAIL TO: [ctadmin@contracosta.courts.ca.gov](mailto:ctadmin@contracosta.courts.ca.gov)**

Grand Jury - Foreperson  
P.O. Box 431  
Martinez, CA 94553

Re: City of Clayton's Response to Civil Grand Jury Report No. 2004 "Police Department Staffing",  
pursuant to California Government Code Section 933 (a) (b).

Dear Grand Jury Foreperson,

Pursuant to a cover letter dated May 20, 2020 addressed to the City of Clayton, that transmitted a copy of the Civil Grand Jury Report No. 2004, "Police Department Staffing", attached as required by applicable law is the City of Clayton's official response. The response was reviewed and authorized by the Clayton City Council at its public meeting held on August 4, 2020.

We appreciate the Civil Grand Jury's efforts in examining this subject.

Sincerely,

Julie Pierce  
Mayor

Attachment 1: City Reply to Civil Grand Jury Report No. 2004 [4 pp.]

CC: Honorable Clayton City Council Members

The City of Clayton, California provides the following response to the Civil Grand Jury Report No. 2004, "Police Department Staffing", issued by the 2019-2020 Civil Grand Jury of Contra Costa County, California, on May 20, 2020. Pursuant to page 12 of the Report, this city is required to respond to Finding No.'s F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F12, F13, F14, and Recommendations No.'s R2, R3, R4, R5, adhering to format guidelines prescribed by California Penal Code (Section 933.05).

## **FINDINGS**

- F1. Low officer staffing ratios and/or unfilled officer position present challenges in maintaining police services.

### City Response

The City of Clayton agrees with this finding

- F2. Low officer staffing ratios and/or unfilled officer positions have resulted in reducing or eliminating staffing of traffic units, school resource officer, community outreach, or other police services.

### City Response

The City of Clayton agrees with this finding

- F3. Due to low officer staffing ratios and/or unfilled officer positions, officers are often required to put in mandatory overtime to cover critical services.

### City Response

The City of Clayton agrees with this finding

- F4. Mandatory overtime can lead to officer stress, which creates retention challenges.

### City Response

The City of Clayton agrees with this finding

- F5. Low officer staffing ratios and/or unfilled officer positions may contribute to increased average response times for Priority 1 (emergency) calls.

### City Response

The City of Clayton agrees with this finding

- F6. Recruiting officers is challenging due to fewer applicants who meet the required hiring standards and complete the rigorous testing process.

City Response

The City of Clayton agrees with this finding

- F7. Negative perceptions of policing and the availability of less dangerous job opportunities contribute to fewer applicants for law enforcement positions.

City Response

The City of Clayton agrees with this finding

- F8. Each Contra Costa police agency (except those that contract with the Sheriff's Office) conducts its own recruiting program to attract potential positions.

City Response

The City of Clayton agrees with this finding

- F9. The process of hiring and training new officers takes an extensive amount of time and resources to complete.

City Response

The City of Clayton agrees with this finding

- F10. Each Contra Costa police agency (except those that contract with the Sheriff's Office) manages its own screening process for the police officer position, resulting in a replication of efforts across the county.

City Response

The City of Clayton partially agrees with this finding.

While each City does manage its own screening process that is not a replication of efforts. Each municipality has unique community needs and each of those police departments has similar, but differing criteria for the screening of police officer applicants.

- F12. Recruits and young officers have different expectations than in the past regarding work/life balance.

City Response

The City of Clayton agrees with this finding

F13. Recruits and young officers' expectations about work/life balance contribute to the challenges of officer recruitment and retention.

City Response

The City of Clayton agrees with this finding

F14. Wellness and Employee Assistance Programs offered by Contra Costa police agencies aid retention of police officers.

City Response

The City of Clayton agrees with this finding

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**RECOMMENDATIONS**

R2. The City/Town Councils of Antioch, Brentwood, Clayton, Concord, El Cerrito, Hercules, Martinez, Oakley, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon, and Walnut Creek should consider identifying funds to study the cost/benefit of a countywide screening process for police officer positions, to avoid replication of these steps while allowing each city police department to select and evaluate candidates, by June 30, 2021.

City Response

The recommendation will not be implemented because it is not reasonable.

Police agencies in the county have different needs based upon the communities they serve. A countywide screening process for police officers would not be beneficial, nor fiscally prudent.

- R3. The City/Town Councils of Antioch, Brentwood, Clayton, Concord, El Cerrito, Hercules, Martinez, Oakley, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon, and Walnut Creek should consider directing their police departments to apply annually, or when offered in 2021, to the Department of Justice COPS Hiring Program, which provides funding for hiring additional officers, by June 30, 2021.

City Response

The recommendation will not be implemented because it is not reasonable.

The Department of Justice COPS Hiring Program grant requires matching funds from the applicant city. The City of Clayton does not have funds available for the required grant match.

- R4. The City/Town Councils of Antioch, Brentwood, Clayton, Concord, El Cerrito, Hercules, Martinez, Oakley, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon, and Walnut Creek should consider identifying funds to increase the number of sworn officers to fill understaffed units, such as traffic patrol and school resource officers, by June 30, 2020.

City Response

The recommendation will not be implemented because it is not reasonable.

The City of Clayton does not have funds available for increasing police officer staffing.

- R5. The City/Town Councils of Antioch, Brentwood, Clayton, Concord, El Cerrito, Hercules, Martinez, Oakley, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon, and Walnut Creek should consider identifying funds that would permit their police departments to over-hire officer positions as a strategy for keeping fully staffed, by June 30, 2020.

City Response

The recommendation will not be implemented because it is not reasonable.

The City of Clayton does not have funds available for over-hiring police officer positions.