

## **Public Safety Review Committee – Work-Plan Request and Review Process**

To fulfill its duty to review the Fire Department's and the Police Department's regular work plans, with the purpose of providing feedback and guidance to the Council regarding such plans, the PSRC shall do the following annually:

Day 0 (timeline starts):

- PSRC presents specific requests for information from both the Fire and Police Departments. This request shall include requests for any specific work plan, as contemplated by relevant PSRC ordinances, but it also may include other uniquely-crafted questions relevant to long-term strategic planning, posed by the PSRC to each department.
- PSRC shall request either written responses to the inquiries, verbal responses at a future PSRC meeting, or both.
- PSRC shall request that the Fire and Police Departments respond to these requests within 60 days (contemplating a discussion at the second PSRC meeting after which the requests were crafted and made).

Day 60:

- PSRC receives responses from the Fire and Police Departments.
- PSRC reviews/digests information to make further discussion and take possible committee action at the next PSRC meeting.

Day 90:

- PSRC discusses strategic planning information provided by the Fire and Police Departments.
- PSRC identifies any additional information that may be relevant to its review of the departments' work plan and makes requests for the same. Like the initial request, PSRC shall request written responses, verbal responses, or both; and PSRC shall request that the Fire and Police Departments respond to these requests within 60 days.
- PSRC may take any action within its authority for recommendations to the Council and/or outreach.

Day 150:

- PSRC receives responses from its additional inquiries from the Fire and Police Departments.
- PSRC reviews/digests information to make further discussion and take possible committee action at the next PSRC meeting.

Day 180:

- PSRC discusses all strategic planning information provided by the Fire and Police Departments.
- PSRC may take any action within its authority for recommendations to the Council and/or outreach.