

Memorandum



CITY OF DALLAS

DATE January 14, 2022

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – January 13, 2022**

New Updates

[City Manager's Corner – Employee of the Week](#)



This week's Employee of the Week is Julia Kuiper Human Resources (HR) Analyst. Since 2019, Julia has been a highly engaged member of the HR team serving in multiple roles initially as a temporary staff, then promoted into her current role. With the swift transition from on-site to more employees working remotely due to the COVID pandemic, Julia has been an integral part of the Employee COVID-19 Core Team, consistently responding to inquiries, leave requests and other concerns submitted via the COVID-19 email box. Julia graciously accepted the role of overseeing the process for requesting and approving

COVID19 leaves for City employees; and, expends hours insuring that employees receive timely and accurate responses to their COVID-19 questions and requests. In addition to these duties, Julia has been instrumental in the implementation of the new Paid Parental Leave, a new benefit providing six (6) weeks of paid leave to employees who are welcoming a new family member by birth, adoption or foster care placement. Julia also escalates COVID issues to the COVID Core Team when appropriate, manages the HR file room and assists with open records requests for the Human Resources. She is the "HR resident expert" on flowchart development for process mapping. We are very grateful to Julia for all the work that she does for the City. Congratulations Julia!

[Office of Homeless Solutions Partners Continue to Target Encampments](#)

The DRTRR team of homeless service providers, co-led by OHS and MDHA, is currently targeting several encampments, which will result in closure through the housing of those unsheltered individuals throughout the year. The team will outreach to these sites and meet with various persons experiencing homelessness to assess their needs in preparation for site closure via housing. During this time, the OHS Street Outreach Team will continue to engage with unsheltered residents through normal street outreach, connecting people with the needed resources, such as: getting IDs, working with Community Courts on expunging eligible tickets and offenses from their records, identifying medical needs, and getting them access to the Coordinated Access System (CAS). Please see the attached schedule for homeless encampment cleaning the week of January 3rd – January 7th. Please note that these will be for debris removal and outreach only. Due to the high transmission rate of the new COVID variant, Omicron, the

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openings of Inclement Weather Shelters, and the newly secured Covid quarantine site, all encampment cleaning requests are being resolved as time allows. We appreciate everyone's patience. OHS continues to urge people who see an encampment to report via 311 or 311's OurDallas smartphone app to ensure strategic alignment with comprehensive OHS outreach. The DRTRR Dashboard through MDHA, was presented to the Citizens Homelessness Commission and the Dallas Area Partnership Board in November of 2021 and is now live. The OHS Service Request dashboard can be utilized to track the progress of encampment resolution efforts. Please visit the [dashboard](#) and feel free to share this tool with residents. Should you have questions, please contact the Director of the Office of Homeless Solutions, Christine Crossley.

[2021 Code Compliance in Review](#)

The 2021 Code Compliance in review video highlights some of our key accomplishments for the entire department. It also gives our community stakeholders insight on ordinances we are proposing and will be implementing this year. Our goal is to keep all stakeholders engaged and informed about our department. Code Compliance is increasingly raising our profile to fulfill our departments' purpose in "Safeguarding & Supporting a Strong and Healthy CommUNITY." This video can be accessed via YouTube here: <https://www.youtube.com/watch?v=VLoAIPR283Y>. For additional information please contact, Carl Simpson, Director of Code Compliance.

[Small Business Center Listening Sessions](#)

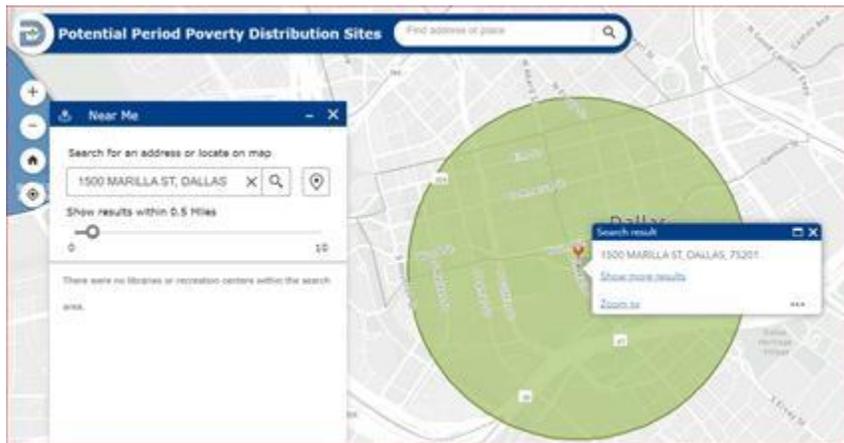
The City of Dallas Small Business Center is providing several listening sessions through the end of this month. These sessions are designed to gain insight from small business advocate organizations, startups, and workforce organizations. The Small Business Center is proactively providing resources that offer assistance to small business successes. It will focus on gathering information to address current gaps in city-led programs, expand on the successes of city-led programs, and ideas to design and create new opportunities that can be presented by the Small Business Center. Participants can sign up through the Eventbrite link: <https://dallassbclistingession.eventbrite.com>. For questions or concerns, please contact Director of the Small Business Center, Joyce Williams.

[Period Poverty Map Provides Hygiene Support in High-Need Neighborhoods](#)

The Office of Data Analytics and Business Intelligence partnered with the Office of Community Care to create [The Period Poverty Program Application](#), a map application that helps women locate places to access free menstrual products. The map application serves two purposes. First, the map application identifies high-need areas so staff can make more equitable decisions about distribution sites. Staff used the application to identify distribution sites that were located in areas with household income less than 60% of the Area Median Gross Income or with a poverty rate of at least 25%. Last, this map application is built on a web-based platform making it accessible to anyone on any digital platform to search for the nearest menstrual product distribution site within a given location. For more information, please contact Dr. Brita Andercheck, Director of the Office of Data Analytics and Business Intelligence, at data@dallascityhall.com.

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Office of Community Police Oversight

The Office of Community Police Oversight (OCPO) is excited to announce that a Spanish version of the complaint form is now available on the OCPO and CPOB websites. OCPO has added a way for members of the community to commend a DPD officer for doing a great job. A THANK AN OFFICER option is now available on the OCPO and CPOB websites. OCPO has already started seeing community members use that form. When a commendation comes to OCPO, the information is forward to the Office of the Chief of Police and to the Division Command staff where the officer is assigned so that DPD leadership knows that the officer has been commended. We are excited to being both of these features to the Dallas community. For additional information, please contact OCPO Director and Police Monitor Tonya McClary.

Equity Indicators Symposium

The Office of Equity and Inclusion in partnership with Communities Foundation of Texas will host the 3rd Annual Equity Indicators Symposium-The City and Community Collaborating to Advance Equity Through Measures and Accountability. The virtual symposium will be centered around the Equity Indicators report and consist of roundtable discussion with Policymakers and two panel discussions. The event is scheduled to take place on this Friday, January 14, 2022, from 8:30 am – 12:00pm as part of the Dr. Martin Luther King, Jr. Celebration Week. Please see the attached flier for registration information. Should you have any questions, please contact Dr. Lindsey Wilson, Equity Officer.

Redistricting Update

The Redistricting Commission met Monday, January 10 at 3:30 p.m. via videoconference and at Dallas City Hall – Council Briefing Room – 6ES. They received an update on redistricting marketing, map submissions and map overlays. They also agreed to submit a op-ed to local media, encouraging the public to get involved in the redistricting process. The Commission will host their fourth of eight Redistricting Town Hall / Listening sessions this Thursday, January 13, 2021 at Lake Highlands North Recreation Center at 6:30 p.m. and will host the following town hall on Saturday, January 22 at Pleasant Oaks Recreation Center at 3:30 p.m. Individuals who wish to speak during a Redistricting Town Hall should

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register at bit.ly/2021RDCTH by 10 a.m. the day of the meeting. All speakers who signed up before the deadline will have three minutes to speak about anything related to the redistricting process. Please note these town halls are only offered in person, with the exception of the last town hall on February 10 at 6:30 p.m., which will be held virtually and in person at Dallas City Hall. For a complete list of all Redistricting Commission meetings, including town halls, visit DallasRedistricting.com. We encourage you to send this information to your various constituencies. The Office of Communications, Outreach and Marketing has been promoting the Redistricting Town Halls via social media, blog posts, text alerts, PSAs, and outdoor digital advertising. Should you have any questions or concerns, please contact Brett Wilkinson, Director of Government Affairs.

Department of Aviation Unveils USO Just in Time for the Holidays

On December 16th, the Department of Aviation (DOA) proudly presented a dedicated United Services Organizations (USO) space for our traveling military members and their families. At the grand opening, USO and DOA officials gathered to cut the ceremonial ribbon and thank those involved in opening the center. The space, formerly used as a third-party administrative office, was recently transformed into a welcoming lounge offering snacks, comfortable chairs, TVs and a place to unwind for those who need it most. Once finishing touches are complete, the facility will be fully staffed and operational in the upcoming weeks. The Department hopes that this gesture will continue to demonstrate its unwavering gratitude to the entire military community as they serve and protect us. For additional information please contact Mark Duebner, Director of Aviation.

New Procurement Opportunities

The Office of Procurement Services (OPS) is excited to announce the following new contract opportunities. More information can be found on the City's [electronic bid portal](#):

Opportunity No.	Opportunity Name
CIZ21-PKR-2021	Lake Highlands Trail Phase II - A&B & Lake Highlands Northern Extension - Site Development TXDOT ID: CSJ-0918-47-206, by Park and Recreation
CIZ-DWU-21 443	Erosion Control at Various Locations Phase 4, Contract No. 21-443, by Dallas Water Utilities
BI22-00018395	Liquid Sodium Hypochlorite
BI22-00017906	Sodium Polyphosphate, Glassy
BV22-00018177	Meter Test Bench Portable Meter Testers

We are also pleased to share the latest Q2 Procurement Quarterly Report [Procurement Quarterly Report FY22 Q2](#) listing citywide opportunities for the current quarter (of the fiscal year) and published on the OPS [website](#).

Please be advised that once an opportunity is advertised, it is considered an open procurement until the City Council awards the contract. The Code of Ethics prohibits communication between councilmembers and vendors/ suppliers on open procurements.

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Should you have any questions, please contact Chhunny Chhean, Director of Procurement Services.

Look Ahead

City Council Briefings

January 19, 2022

- 2017 Bond Program Status Update
- On-Street Parking and Curb Lane Management Policy

Media Inquiries

As of January 10, 2022, the City has received [media requests](#) from various news outlets regarding the following topics:

- Trash pickup
- Data open portal
- COVID Numbers on the Rise in DFR
- DFR Members Able to Return Sooner from COVID Leave
- One Dead and Three Hospitalized Following Southeast Dallas Accident
- Dallas Morning News Inquires About DFRs Use of Narcan for Overdose Calls
- Elderly Woman Rescued from North Dallas House Fire

The storylines listed above references the major media inquiries addressed by DFR during the period dating from January 4th – 10th. A more detailed account of the department's responses to those inquiries, and others, can be viewed at [this link](#). In the event you are contacted by the press, or if you have any questions or concerns, please contact Chief Artis, Dallas Fire-Rescue. The City has received other media requests from various news outlets at the following links: [Communications, Outreach and Marketing](#) or [Dallas Fire Rescue](#).

Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.



T.C. Broadnax
City Manager

c: Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors