

Memorandum

TO: PUBLIC INTOXICATION
TASK FORCE

FROM: Debra Figone

SUBJECT: Revised Meeting Schedule

DATE: March 25, 2009

INFORMATION

As staff has indicated to you via email communication, we will not meet tomorrow (March 26) in order to provide Task Force members the time necessary to conduct their reviews of the 647(f) Incident Reports. Thank you again for your patience in receiving the reports.

Revised Schedule

The March 26 meeting has been rescheduled for April 23. This date was previously scheduled to be the last Public Intoxication Task Force meeting. The final meeting will now be May 7. To clarify the schedule going forward, here are the key meeting dates:

Date	Time	Purpose
January 15, 2009	6:00 – 9:00 p.m.	Phase 1: Identifying the Nature of the Problem
February 5	6:00 – 9:00 p.m.	Phase 1: Identifying the Nature of the Problem Phase 2: Identification and Analysis of Solutions
February 26	6:00 – 9:00 p.m.	Phase 2: Identification and Analysis of Solutions
March 12	6:00 – 9:00 p.m.	RESCHEDULED
March 26	6:00 – 9:00 p.m.	RESCHEDULED
April 23	6:00 – 9:00 p.m.	Phase 2: Identification and Analysis of Solutions
May 7	6:00 – 9:00 p.m.	Phase 3: Prioritization of Recommendations

As previously planned, we will set aside substantial time on April 23 to hear presentations from Task Force members who conducted reviews of the Incident Reports. Discussion and/or prioritization of the recommendations will now take place on May 7. Given the revised schedule, I now anticipate presenting recommendations to the City Council's direction on June 2, with circulation of the report by May 19.

I will send another memo next week with suggestions on how to structure the presentations for the April 23 meeting, as well as the overall plan for fulfilling Council's direction and the work of the PITF on May 7. If there are any questions regarding this Information Memo, please contact me or Deputy City Manager Norberto Dueñas at 535-8180.


 DEBRA FIGONE
 City Manager

