

**Center for Policing Equity's Scope of Work  
for the City of Ithaca Public Safety Redesign**

**Working Group Operations**

Support community engagement efforts for the implementation of recommendations to ensure underrepresented voices are centered based upon the focus of Executive Order 203

1. Design onboarding schedule
2. Identify training needs for the working group (i.e. Budget 101, level setting with Dr. Acosta)
3. Stipend budget for the working group (see budget outlined attached)
4. Design working group structure (10-15 people per working group with lead group made up of 12 people max.), operating guidelines, goals, shared vision, and meeting cadence
  - a. Working group structure will include a young people working group that will be incorporated into larger conversations
  - b. Bi-Weekly, 90 minute meetings with additional special topic briefings as needed
5. Recruitment Plan/Off-boarding

**Administrative**

1. Coordinate design of communications plan
2. Administrative support for scheduling, meeting preparation, and workgroup communications
3. Hiring of a Project Manager (Serve as project managers for the City of Ithaca Task Force for the Redesign of the Police Department)
4. Prepare budget proposal (collaboration with city budget office)
5. Creation of Recommendations Report
6. Coordination between Ithaca and Tompkins County project teams
7. Facilitation of Community Town Halls and subcommittee meetings
8. Creation of project timeline and community involvement (intentionally including young people)
9. Distribution and collection of Non-disclosures from CPE and Working Group members
10. Subcontractors (i.e. cost benefit analysis)
11. Logistics for site visits

## Project Design

Provide content expertise to support the development of an alternative response model that centers equity in the delivery of services.

1. Data Analysis and research data recommendations
2. Proposal of Dept. of Public Safety to include:
  - a. Naming Conventions
    - i. Name of the department
    - ii. Title of the director
    - iii. Titles of the unarmed workers
    - iv. Titles of the armed workers
3. Personnel deployment strategy, including:
  - a. Delineated call type responsibility (sub-committee)
  - b. Staffing levels/shift assignment (sub-committee)
  - c. Beat designs
  - d. Training (armed/civilian/joint)
  - e. Job Descriptions/Titles
  - f. Equipment needs/technology
4. Community process for Call type delineation/naming Department
5. Proposed Operating Budget for new department

**\*There is a budget component of the work to be submitted to the city of Ithaca**

*Svante Myrick*

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Svante Myrick, Mayor of Ithaca

*Dr. Tracie L. Keese* 6/7/21

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Dr. Tracie L. Keese, SVP of Justice Initiatives  
Center for Policing Equity