

Memorandum



CITY OF DALLAS

DATE November 16, 2018

TO Honorable Members of the Public Safety and Criminal Justice Committee

SUBJECT **Security Assessment of City Facilities**

On Monday, November 26, 2018, you will be briefed by City Marshal, Gary Lindsey, on the process to select a consultant that will assist the City in analyzing the security needs of City facilities/structures. The briefing will outline the use of resources from the Department of Homeland Security (DHS), City staff and a Security Consultant.

The presentation will provide background information, engaging a consultant, how to create and use a security survey instrument, the benefits of the process and staff recommendations.

The briefing materials are attached for your review. Please contact me if you have any questions or need additional information.

A handwritten signature in cursive script that reads "Jon Fortune".

Jon Fortune
Assistant City Manager

cc: T.C. Broadnax, City Manager
Chris Caso, City Attorney (I)
Carol A. Smith, City Auditor (I)
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, Assistant City Manager
Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors

Security Assessment of City Facilities

Public Safety and Criminal
Justice Committee
November 26, 2018

Gary Lindsey, City Marshal
Dallas Marshal's Office
City of Dallas



Presentation Overview

- Purpose
- Background
- Proposed Actions
- Benefits
- Staff Recommendations
- Timeline

Purpose

- Discuss details on a proposal to assess security needs of City facilities.
 - Explain the use of a survey assessment instrument from the Department of Homeland Security to do a standardized assessment of City facilities.
 - Discuss proposal to use a security consultant to conduct an assessment of City security services.

Background

- Approximately \$1M was included in the 2018-2109 budget for a facility security survey, a mail/package screening device and 1 security position.
- Building Security was transferred to Court and Detention Services October 1, 2018.
- The City of Dallas owns or uses approximately 1,200 structures* at 638 unique addresses.

* Source: *Equipment and Building Services' - City of Dallas Building List Apr 2018*

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Background

- Departments have requested security services which are pending an assessment.
- Private security contract that places personnel in some City facilities, expires July 1, 2019 and will be extended until the assessment is completed.
- List of facilities has been prioritized based on discussions with the Department of Homeland Security Office of Infrastructure Protection (DHS) and the City's Office of Emergency Management (OEM) based on type and use of facility, high public use and government offices. Approximately 120 facilities.

Proposed Actions

- 1) Conduct an internal security assessment of City facilities
 - DHS has conducted security assessments on some City facilities in 2017 and 2018 and is scheduled to conduct security assessments of City Hall and the Central Library on December 18th and 19th.
 - DHS will train City staff to conduct surveys on facilities and public venues managed by the City. This allows City staff to perform assessments in-house saving money to implement needed security improvements and enhancements.
 - DHS and OEM recommended departments have emergency plans that will be used to assist completing individual security assessments.
 - Security and the Marshal's Office will work with OEM to assist departments in developing their emergency plans.

Proposed Actions

- Surveys and plans will be placed on the OEM database used by the Fusion Center, OEM, Police and Fire.
- Work with departments to ensure City facilities managed by a third party have emergency plans.

Proposed Actions - Benefits of Survey Instrument

Instrument is a standardized assessment tool that generates a numerical index.

Assesses four areas:

- Physical Security – barriers
- Security Management – plans
- Security Force – security force and training
- Dependencies – utility vulnerabilities

Assist the City in determining the impact of security expenditures.

Provide access to best practices dashboard – what other like facilities have done.

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Proposed Actions

2) During the internal assessment, the City will:

Engage a Consultant to:

- Develop a city-wide security standard.
- Evaluate security services and plans.
- Review security staffing, training and develop a staffing methodology.
- Recommend a mechanism to evaluate and prioritize requests for security services and enhancements.
- Outline best practices for the City.

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Staff Recommendations

- Partner with DHS to conduct two security assessments and train city staff.
- Advertise a Request for Proposals for a security consultant.

Timeline

- December, 2019
 - DHS conduct security assessments of City Hall and the Central Library.
 - Advertise a Request for Proposals for a security consultant.
- February 2019
 - DHS submits its findings & recommendations.
- April 2019
 - Recommendation to Council for Security Consultant

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