

Member, Board of Supervisors
District 5



City and County of San Francisco

DEAN PRESTON

March 22, 2022

Mayor London Breed
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

William Scott
Chief of Police, San Francisco Police Department
1245 3rd Street
San Francisco, CA 94158

Re: *Letter of Inquiry: Communications & Press Staffing, Costs, & Relevant Policies*

Dear Chief Scott and Mayor Breed:

This Letter of Inquiry concerns the San Francisco Police Department (SFPD) and Mayor's Office staffing, costs, and relevant policies for communications, press, and media relations. My office is concerned with recent taxpayer-funded messaging that promotes increased policing, minimizes continued racial disparities in local policing, and sanitizes or minimizes police violence.

In order to better understand the nature of these positions and their scope of work, I am issuing this Letter of Inquiry to formally request the following information:

1. How many employees are dedicated to communications, press, or media relations within the Mayor's Office and the SFPD, including vacant positions? Please provide the total number of employees and clarify whether each position is full-time or part-time and whether each position is filled.
2. Please provide a description of each position.
3. Please provide an organizational chart showing the above-referenced positions.
4. Please provide the budgeted amount for each position.
5. List and describe all contracts in effect at any time over the last year with external PR management, media relations, and communications firms, and amounts spent or budgeted for such services.
6. Please provide the total cost of all communications, press, or media relations work within the Mayor's Office and SFPD.
7. Please provide the total FTEs, budgeted amounts, and actual costs for the positions referenced above over each of the last five years.

8. Please provide a copy of any policies in place regarding the scope, framing, or guidelines for your office or department's communications, press, or media relations work.
9. Please provide a copy of every press release sent out by the Mayor's Office regarding crime or public safety within the last 6 months.
10. Please provide a copy of every press release sent out by the San Francisco Police Department within the last 6 months.

Please provide the requested information within two weeks of the date of this letter. Please let us know if you have any questions or concerns regarding the scope of the documents requested.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dean Preston", is enclosed in a light blue rectangular box.

Dean Preston
District 5 Supervisor