

**To the Mayor and Members of the City Council****December 1, 2020**

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SUBJECT: UPDATE ON CHIEF OF POLICE POSITION SEARCH

The purpose of this Informational Report is to provide an update on the process to fill the police chief position. On September 1st the City Council received a presentation outlining the process that would be followed. As shown at that time, the City entered into a contract with Strategic Government Resources (SGR) to conduct the national recruitment after several firms were interviewed.

SGR then began the process to develop the Preferred Candidate Position Profile by engaging key stakeholders and conducting online surveys of both police department staff and the community at large. Approximately 30 stakeholder meetings were held with elected officials, police personnel, business leaders and community representatives. The surveys were opened in early September and were completed by October 1st. Utilizing feedback from the community and the survey, the final brochure was developed. The brochure can be found at <https://www.governmentresource.com/Home/ShowDocument?id=710>.

The position brochure once posted, was open for approximately 30 days. The advertisement closed on November 8, 2020. SGR used a variety of outreach and advertisement methods to attract potential applicants as well as conducting direct recruitments of potential candidates that they learned of through existing relationships or from other connections. The position brochure was posted with 12 professional organizations like International Association of Chiefs of Police, Police Executive Research Forum, National Organization for Black Law Enforcement and Hispanic American Police Command Officers Association.

The next step in the process will be to review the candidates to narrow the list to a group of semi-finalists. Once this step is completed, the potential list of candidates will be screened further and a group of finalists will be selected that will be brought in for in person interviews. The semi-finalist group should be narrowed to a group of finalists by the end of December and in person interviews should occur in the first half of January 2021.

The in-person portion of the selection process will include traditional panel interviews, including panels made up of stakeholders from various groups, and a public forum. Details on how to conduct the various planned steps are being worked out as precautions related to keeping everyone safe from COVID-19 must be considered.

Please contact Jay Chapa, Deputy City Manager, if you have any questions.

David Cooke
City Manager