



STAFF REPORT

Meeting Date: May 5, 2015
To: Honorable Mayor & City Council
From: Erick Lee, Division Commander
Subject: Police Officer Recruitment Update
Attachments: None

INTRODUCTION

In November 2014, the City Council directed staff to fill all vacant Police Officer positions by the end of May 2015. This report provides the City Council with an update on the Police Department's progress in filling these vacant positions.

DISCUSSION

During February 3, 2015 City Council meeting, staff reported that the City was actively recruiting to fill 12 vacant Police Officer positions. Since that time, four (4) additional Police Officers have been hired (3 entry-levels and 1 lateral). Additionally, three (3) Police Officers retired or otherwise separated from the City during this same period and one (1) Police Sergeant has been reinstated. The City is currently recruiting to fill ten (10) Police Officer vacancies.

Four (4) well-qualified candidates are currently in the background investigation process now. Two (2) of these candidates are in the final stages of this process. If no disqualifying information arises and these candidates are determined to be psychologically and medically fit for the position and are ultimately hired by the end of May 2015, the number of Police Officer vacancies would be reduced to eight (8). This would be the lowest number of vacancies the City has had for this position since October 2011.

In order to expedite the processing of Police Officer applicants, the City continues to offer written and physical agility testing twice a month. The amount of time it takes to get a well-qualified candidate from the initial interview through all phases of the background process and issue a conditional job offer is approximately 60-90 days.

From January 1, 2015 through April 27, 2015, the City received 715 applications for the Police Officer position (654 entry-levels and 61 laterals). During this period, 49

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candidates passed both the written and physical ability tests¹ and 11 of them (22%) passed their initial interviews. Below is a summary of the reasons why the remaining 38 candidates who passed the written and physical agility test did not continue into the recruitment process after their initial interview(s) were conducted.

REASON	PERCENT
MORAL CHARACTER/INTEGRITY	26%
WORK HABITS	21%
COMMUNICATION SKILLS	16%
MORAL CHARACTER/SUBSTANCE ABUSE AND OTHER RISK-TAKING BEHAVIORS	16%
DECISION-MAKING AND JUDGMENT	8%
OTHER	13%
TOTAL	100%

Each of the above listed reasons correspond to background investigation dimensions established by the California Commission on Peace Officer Standards and Training that must be considered for all Police Officer applicants.

Of the 11 applicants who went on to the secondary interview phase, 10 (91%) passed. Ultimately four (4) of these 10 candidates were disqualified during, or voluntarily withdrew from, the background process. Two (2) were hired and four (4) are still in the background process.

Based on current vacancies and the amount of progress that has been made thus far in 2015, staff anticipates having all Police Officer positions filled by the first quarter of 2016. However, the Police Department is also planning for up to five (5) sworn employees to retire or otherwise separate from employment by the end of FY15/16. Once the City is within striking distance of filling all of these positions, staff plans to submit an overhire proposal to the City Council. If approved by the City Council, the department would be authorized to hire up to five (5) additional Police Officers to prepare the department for the imminent departure of these employees and ensure that significant deficits in Police Officer staffing does not occur. The recruitment for these overhire positions would commence immediately upon filling all of the City's regular Police Officer positions.

Additionally, the City has retained a consulting firm, Management Partners, to review its recruitment process for Police Officers. Upon receipt of the final report from Management Partners, staff from the Police Department and Human Resources will develop a plan to implement the report's recommendations. This information will be transmitted to the City Council at a later date. Staff anticipates receiving this report in mid-late May 2015.

FISCAL IMPACT

None at this time.

¹ The physical ability test is administered to ensure prospective candidates can complete the police academy physical conditioning program required by the state's Commission on Peace Officer Standards and Training (POST).

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RECOMMENDATION

Staff recommends that the City Council discuss this item and provide direction to staff as appropriate.

A handwritten signature in black ink, appearing to read "David L. Snowden for".

David L. Snowden, Chief of Police
Approved By