



Human Resources Department

Date: September 30, 2022

To: Dee Williams-Ridley, City Manager  
LaTanya Bellow, Deputy City Manager

From: Donald E. Ellison, Interim Human Resources Director

Subject: **Executive Summary: Chief of Police Hiring Process**

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The following is an Executive Summary on the COB Chief of Police Hiring process.

The City of Berkeley began the recruiting for a new Chief of Police following the retirement of Chief Andrew Greenwood in March, 2021. During the recruitment process, Captain Jennifer Louis agreed to serve as the City's Interim Chief of Police.

### **Recruitment**

The recruitment process to select the City's Chief of Police was designed to be a nationwide search that is collaborative, inclusive and considers the needs and priorities of the community, the Police Department, and the City Council.

A hiring steering committee was formed to include members of the community. The community members were, Max Anderson, Kitty Calavita, Irma Parker, Michai Freeman, and Boona Chema.

### **Executive Search Team Selection**

In July the Hiring Steering Committee finalized the RFP for publishing. The RFP was published, with a due date for proposals of October 12, 2021.

After review and discussion, the Hiring Steering Committee selected the Executive Search Firm, Avery & Associates as the contract to lead the Chief of Police recruitment process.

The Hiring Steering Committee met with Bill Avery of Avery & Associates to provide input on his proposed hiring process and the recruitment brochure.

Avery and Associates as part of their development of the Recruitment brochure:

- Conducted a community survey which was designed to get community input that would help shape the recruitment profile and define core competences to identify, screen and evaluate candidates. The community provided a robust response of 273 participants providing written comments.
- In person interviews with members of the Police Accountability Board;
- In person interviews with the Mayor and each councilmember; and
- In person interviews with members of the City of Berkeley's executive team.

The search was closed August 11, 2022. The search resulted in 6 candidate submittals. Avery & Associates using criteria developed by the named community members, City Council, and the City Manager's Office recommended three candidates.

### **Interviews**

Lead by Avery & Associates the three candidates were interviewed on September 22, 2022 by two panels.

The panels were made up of the following City of Berkeley representatives and community members: Paul Buddenhagen, Scott Castle, David Sprague, Andres Bejarano, B. Hillman, Mansour Id-Deen, Nathan Mizell, and Boona Cheema.

### **Next Steps**

There is a third panel scheduled for members of the Police Accountability Board on October 6, 2022, 1pm to 5pm. The Chair and Vice-Chair of the Police Accountability Board are scheduled to participate. We are seeking additional participants from the Police Accountability Board.

Following the October 6<sup>th</sup> oral board, the City Manager will interview the finalist and will make the appointment for the Chief of Police for the City of Berkeley.