



THE CITY OF SAN DIEGO

M E M O R A N D U M

DATE: August 22, 2017

TO: Council President Myrtle Cole and Members of City Council

FROM: Scott Chadwick, Chief Operating Officer

SUBJECT: Police Chief Recruitment Process

Consistent with San Diego City Charter Section 57, "...the Chief of Police shall be appointed by the Mayor and the appointment shall be confirmed by a majority of the Council..."

We have initiated the recruitment for the next Police Chief for the City of San Diego. Our incumbent, Chief Zimmerman, who currently provides exceptional leadership at the Police Department and in our communities, is retiring and will conclude her service with the City in March 2018.

We will be engaging an executive recruitment firm to assist in this recruitment process in the coming weeks. I will be personally involved and engaged in every major step of this critical recruitment.

The plans for recruiting the next Police Chief include the following:

Community & Stakeholder Input on Qualities and Characteristics of an Ideal Police Chief

The ideal candidate for the next Police Chief for the City of San Diego must demonstrate and represent qualities and characteristics that reflect our communities and stakeholders. We will be soliciting input from our community and stakeholders on these qualities and characteristics. Input gathered from our community and stakeholders will be used throughout the process.

The following opportunities to provide input are planned:

- Four community forums will be held for all interested community members to attend and share input. The forums will be moderated by the executive recruitment firm, and will have ground rules and a structured agenda for sharing input equitably. I will be attending all four community forums, which will be held at the following locations and dates:

1. Standley Recreation Center
3585 Governor Drive
San Diego, CA 92122
Thursday, September 21, 2017
6:00 p.m.
2. Jacobs Center for Neighborhood Innovation
404 Euclid Avenue
San Diego, CA 92114
Saturday, September 23, 2017
1:00 p.m.
3. Mira Mesa Senior Center
8460 Mira Mesa Boulevard
San Diego, CA 92126
Tuesday, September 26, 2017
6:00 p.m.
4. St. Paul's Cathedral
2728 Sixth Avenue
San Diego, CA 92103
Thursday, September 28, 2017
6:00 p.m.

- An online survey will be available on sandiego.gov starting in September, which will provide an opportunity for those who cannot attend the community forums to provide input.
- Council Members and recognized employee organizations will be invited to provide input.

Additionally, the following City Commissions and Boards, or their designees, will be invited to participate in the forums:

- Citizens Advisory Board on Police/Community Relations
- Citizens Equal Opportunity Commission
- Commission on Gang Prevention and Intervention
- Community Planners Committee
- Community Review Board on Police Practices
- Human Relations Commission
- Park and Recreation Board

Recruitment Process & Transparency

On Mayor Faulconer's behalf, staff members and I will manage the recruitment process and the executive recruitment firm. We have set up sandiego.gov/nextchief to host the latest information, dates of community forums, and status updates on the recruitment.

Comprehensive National Recruitment Campaign

Based on input gathered from the community and stakeholders, and with assistance from the selected executive recruiter, marketing and promotional announcements regarding this opportunity will be shared in all relevant markets. Potential candidates will be contacted and encouraged to apply, including internal candidates. Candidates can also reach out directly to the City's Human Resources Department to express interest in this opportunity.

Selection & Interview Process

Interview panel members will not be identified during the selection process to ensure that the process is not compromised. This ensures that panel members are not lobbied by prospective candidates or special interest groups.

The following chart sets forth the estimated timeline of significant steps in the recruitment process:

Early September 2017:	Select executive recruitment firm and launch web page
September-October 2017:	Community input via forums and online survey
October-November 2017:	Recruitment period
December 2017:	Candidate interviews & conditional job offer
January 2018:	Final job offer and acceptance
February 2018:	Council confirmation hearing
March 2018:	Selected candidate begins employment as Police Chief

I look forward to working with you on this important endeavor.

Scott Chadwick
Chief Operating Officer

SC/eb

- cc: Mayor Kevin L. Faulconer
- Mara Elliott, City Attorney
- Andrea Tevlin, Independent Budget Analyst
- Aimee Faucett, Chief of Staff, Office of the Mayor
- Stacey LoMedico, Assistant Chief Operating Officer
- Ronald Villa, Deputy Chief Operating Officer, Internal Operations
- Judy von Kalinowski, Human Resources Department Director
- Katie Keach, Communications Department Director
- Brian Marvel, President, San Diego Police Officers Association
- Michael Zucchet, General Manager, San Diego Municipal Employees Association