

**Frederick Police Department
Frederick, Maryland**



**2019 Annual Analysis
Recruitment Plan and Agency Demographics
CALEA Standard: 31.2.1**

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Support Services Division
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Department Mission Statement:

It is the mission of the Frederick Police Department to safeguard lives and property and enhance public safety in partnership with our community

Community Policing Mission Statement:

A united partnership for our community, building collaborative and transparent relationships, with a focus on public safety, crime prevention, and quality of life.

Hiring and Recruiting Practices:

This report is provided in an effort to openly and transparently inform the Frederick community about the department progress in the recruitment, selection, promotion, assignment, and retention of qualified police personnel for 2019. This report will further address the challenges police agencies nationwide continue to face with progressing these efforts. This report will be posted on the Frederick Police Department website for review. The report highlights the department's on-going effort to hire a diverse workforce for both sworn and civilian support positions.

This report will outline the current employee status of the agency, along with recruiting statistics for the 62nd academy class. This selection process concluded during the 2019 calendar year and implementation of the 63rd academy selection process began.

This report details initiatives taken by the Frederick Police Department in its goal to be regarded as a police department that is not only representative of the proud community it serves, but a department that is transparent, progressive-thinking, and one that continues to be an integral part of the community.

The current authorized sworn-strength for the Frederick Police Department is 149 officers (Not including the Chief of Police).

Current Status of the Frederick Police Department: Current Sworn- 146 (119 Males, 27 Females)

Demographics Report as of year ending 12/31/2019

2019	MALES				FEMALES			
	Caucasian	African American	Hispanic	Asian	Caucasian	African American	Hispanic	Native American
Sworn Personnel								
Officers	70	8	3	3	19	2		1
Supervisory (Cpl/Sgt)	24	1	1	0	5	0	0	0
Command (Lt./Capt)	7 Lt's 2 Captain	0	0	0	0	0	0	0
Executive	1 Chief							
Total	103	9	4	3	24	2	0	1

*Current vacancies as of December 31, 2019 consisted of 3 officers, and 2 Civilian positions, (MCIN Coordinator and Body Worn Camera Coordinator).

**Chief is included for demographic purposes but position does not apply towards authorized strength.

Current Experience Level of Frederick Police Department (Sworn) Personnel

Years of Service	Number of officers
Less than 5	46
5 to 10	41
10 to 15	32
15 to 20	23
20+ years	4

Non-Sworn Personnel, (44 Total, including Chief of Police)

2019	Males				Females				
	Caucasian	African American	Hispanic	Asian	Caucasian	African American	Hispanic	Native American	Other
Executive									
Managerial					1				
Supervisory	2				5				
Non-Supervisory	8				24	3			1
Totals	10				30	3			1

Affirmative Action/Equal Employment Opportunities:

The Frederick Police Department is committed to attracting, selecting, and hiring candidates without discriminating against individuals for reasons of race, color, religion, sex, age, national origin, marital status, disability, and sexual orientation. The Frederick Police Department is an "Equal Opportunity Employer."

The department's Affirmative Action Plan is codified into specific General Orders that provide detailed information in regards to the hiring process of both entry level recruit and lateral police candidates. General Orders are available for review on the police department's website.

In March of 2016, the Frederick Police Department achieved accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA). This highlights a commitment to policing excellence and demonstrates adherence to Equal Employment Opportunity policies.

Recruitment:

Below are the recruitment platforms, events, and some of the marketing highlights that were used with the goal of increasing recruitment.

January 15th	Herald Mail Media- Full color, half page recruiting ad (OFC Prior)
January 18th	New Year, New Career Fair- Hagerstown
February 27 th	Hood College Spring Career Fair
March 20 th	York College of PA Career Fair
March 21 st	Pennsylvania Hiring Expo
April 25 th	Frederick County Health and Wellness Expo
April 29 th	Frederick High School LINX Program
May 6 th	University of MD SPA Event- OFC Joseph attended as alumni
May 9 th	Frederick Community Career Fair (FISC)
May 10 th	MD National Capitol Park Police Recruiting Fair
May 15 th	VA Hospital "Cuffs and Cars" Event
May 22 nd	Fort Meade Community Job Fair
June 1st	Maryland State Police Community Fair and Job Expo
June 22nd	Frederick PRIDE Festival
June 29 th	All Saints Block Party
June 23 rd	E. All Saints Block Party
July 11 th	Ocean City Police Recruiting Fair
July 4 th	Baker Park recruiting
August 6 th	National Night Out- Recruiters in every community
August 22 nd	Hagerstown Community College fair
September 3 rd	West Virginia Media Blast- 30 day radio ad, over 4 local stations
September 14 th	In The Streets Festival
September 12 th	Hood College Career and Internship Fair
September 26 th	Maryland State Police Law Enforcement Expo/Open House

September 26th FCC College Career Fair
 October 4th Maryland State Police Career Fair
CONTINUED:
 October 17th Veteran’s Affairs Career Fair
 October 26th Frederick Community Health Fair- Frederick Fairgrounds
 November 20th MD Law Enforcement Expo (FISC)
 November 26th MD Workforce Exchange Registration- Links career seekers and military
 December 18th Greater Hagerstown Community Job Fair

The Frederick Police Department encourages participation of agency members of various ranks, duty assignments and tenure, to assist in our external recruiting events. These voluntary participants attend recruiting events with members of the Personnel Unit, and are encouraged to interact with potential applicants, to share experiences and personal views of the agency.

Analysis:

As generational trends and technology evolves, the agency’s recruitment strategies have been customized to suit those trends. During calendar 2019, research has shown that digital advertising and social media, is reaching a much-larger audience than physical attendance at certain career and community job fairs. Paired with the overall expenses associated with attending some recruiting events, the Frederick Police Department has begun posting online position announcements with the same colleges, trade schools, and trade organizations. The agency had over 4,000 hits to the hiring site during the 62nd process which resulted in 546 applications.

In 2019, the Frederick Police Department purchased a radio media ad, which was broadcast for 1 month at the start of the 63rd Academy Selection Process. The radio ad was broadcast over 4 public channels, with the opportunity to reach thousands of daily listeners in the WV/MD area. This allows the Personnel Unit to reach a larger population of people, with longer exposure to job seekers through long-term postings. In 2019, data also showed an increase in the number of applicants that were referred by employees of the police department. Positive feedback continues from the addition of, “The Frederick Police Department is currently hiring police officers” added to the signature line of police department employees’ e-mail.

The Frederick Police Department will continue to attend military events, and Law Enforcement Expos, and the agency has been monitoring the level of interest at each event to make better fiscally-responsible decisions, when preparing to travel.

62nd Entry Level Academy Hiring (August, 2018 to May, 2019)

Applied	546	100%
Caucasian	323	59%
African American	118	22%
Hispanic	72	13%

Native American	5	1%
Native Hawaiian	2	1%
Asian	25	5%

*All percentages are rounded to nearest whole number

62nd Entry Level Academy Hiring Process by Stage

<u>Stage of Applicant</u>	<u>Applied</u>	<u>Attended</u>	<u>Passed</u>
Orientation	546		
Written Test		138	88
Physical Testing			64
Background Investigation/Poly		64	51
Psychological / Medical			26
Final Selection			26

Selected for the 62nd Class

Caucasian Male	3	30%
Caucasian Female	4	40%
African American Female	1	10%
Hispanic Male	1	10%
Asian Male	1	10%
Total	10	100%

2019 Lateral Applicant Hiring Process by Stage

Applied	27
Disqualified/Withdrew at Application Level	9
Disqualified/Withdrew at Physical Agility	3
Disqualified/Withdrew after PHQ Review	6
Disqualified/Withdrew at Background Interview	3
Disqualified/Withdrew at Polygraph Examination	1
Disqualified/Withdrew at Psychological/Medical	
Hired	5

*The 5 Lateral Hires consisted of 4 Caucasian Males and 1 African American Male

**63rd Entry Level Academy Hiring (September, 2019 to March, 2020) is currently an open selection process, final statistics will be provided on the 2020 recruitment annual analysis.

In-Service and Entry Training:

In-service and entry level topics remain a top priority for police department staff. In addition to attending quarterly in-service training that is above and beyond the state mandates for sworn police officers, the department issued 190 training orders for training held locally and in the region above and beyond mandated topics. The list below also details some of the training offered in the areas of cultural diversity for in-service and/or entry level department staff.

- Frederick Center LGBTQ training
- Bi-lingual training with Centro Hispano
- Asian-American Center
- Islamic Society of Frederick
- Biased Based Policing & Implicit Bias
- Ethical Leadership Training
- Diversity and Inclusion Seminar Training
- HRC (Civil Rights and Human Rights)
- Way Station, ARC & ADA Division of Rehabilitation Services
- City-Wide Sexual Harassment Training- Sworn and Civilian

Screening of Applicants:

In 2018, Atlantic OccuPsych was chosen to be the vendor for all entry-level psychological screenings. Atlantic OccuPsych specializes in law enforcement, public safety and national security mental health services. Feedback continues to be extremely positive from candidates and background investigators. The agency looks forward to a continued professional relationship with Atlantic OccuPsych.

In 2019, several improvements were made to the department's selection process to increase efficiency of processing sworn personnel through state mandated background investigations. Specific changes were made to general order 1800, Recruitment of Personnel & general order 1805, Selection Process for Sworn Personnel. Additionally, these orders are posted online and covered during the orientation portion of the selection process to provide transparency of hiring practices to all candidates and the community in which the agency serves.

Closing:

The Frederick Police Department would like to thank the Frederick Community and all other stakeholders for their assistance and guidance with recruiting and hiring efforts this past year. This partnership ensures that Frederick City continues to be a great place to live, work, play and invest in.

2019 Annual Analysis Recruitment Plan and Agency Demographics

Cpl. Kevin Forrest, # 360
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Lt. Joe Hayer, #347
Support Services Division Commander

Capt. Patrick Grossman, #311
Special Services Bureau Commander

Col. Edward Hargis, #505
Chief of Police
