

# Frederick Police Chief External Search Committee Meeting

Minutes • October 15, 2020

Gayon Sampson, Executive Assistant to the Mayor, called the meeting to order at 11:35 p.m. Participating were:

## Committee Members:

- Teresa Bean, Committee Chair, Law Professor and former prosecutor
- Kavonte Duckett, Committee Vice Chair, Director of Alan P. Linton Emergency Shelter
- Derek Shackelford, Alderman
- Julia Schaeffer, Resident and Neighborhood Advisory Council (NAC) 11 Coordinator
- Kiesha Edmonds, Housing Authority of the City of Frederick
- Willie Ollie, Resident and retired Frederick County Sheriff's Dept. Detective
- Danielle Doll, Downtown Frederick Partnership
- Nkem Wellington, Resident and NAC 11 Coordinator
- Sgt. Jonathan Shatlock, Frederick Police Department
- Chelsea Kadish, Attorney

## City Staff

- Gayon Sampson, Executive Assistant to the Mayor
- Karen Paulson, Director of Human Resources
- Saundra Nickols, City Attorney
- Phyllis Hane, Legislative Clerk

**Absent:** Eliezar Valentin-Castanon, Pastor, Trinity United Methodist Church

### I. Approval of Minutes

On a motion made by Ms. Kadish and seconded by Ms. Schaeffer the Committee unanimously approved the minutes of the October 8, 2020 meeting with the following revisions:

The final paragraph in section IV should read: "A motion was made by Sgt. Shatlock and seconded by Rev. Valentin-Castanon to set the time for the October 22, 2020 meeting from 7: 00 p.m. to 9:00 p.m. The motion was approved 10-1 with Ms. Kadish opposed."

### II. General Discussion/Review of Timeline

Ms. Bean noted the application period for the Chief of Police position had closed the previous day.

### III. Community Engagement Sub-Committee Report

Ms. Kadish reported that the committee has been working on the external public and internal Frederick Police Department (FPD) surveys, which they hope to launch as soon as they are approved. The surveys will be open for two weeks, with the possibility to extend that time if

the committee feels there has not been sufficient response from a cross section of the City. The committee is hopeful to complete the survey process by the end of October. In addition to the survey, the committee hopes to hold community feedback sessions along with receiving feedback at public meetings. Due to the ongoing public health crisis and associated logistical barriers, in-person sessions will not be held. The committee is exploring other outreach methods including distributing print copies of the survey and reaching out to social service organizations for assistance regarding distributing and collecting surveys from our most vulnerable residents.

Ms. Bean inquired where completed surveys could be dropped, and Ms. Kadish indicated the City's current drop box at City Hall, perhaps with some additional signage, would be the most logical place. Ms. Schaeffer suggested the addition of collection boxes at social service agencies such as Frederick Community Action Agency, the Rescue Mission, and the Linton Emergency Shelter.

Ms. Doll indicated all information regarding the surveys would be included in a press release.

The committee reviewed the draft surveys, which it was noted will be available on the City website in both English and Spanish. It was noted the leadership qualities listed on the survey were taken from the job description, with respondents being asked to rank which were more or less important to them.

Ms. Wellington suggested a sliding scale of how important each qualification is on a scale of 1 – 5 may be a better approach than ranking. Discussion ensued as to the relative benefits of each survey method. Ms. Wellington noted with nine choices it may be difficult for respondents to differentiate a specific rank for each. Other members indicated each of the qualifications are important, and if all were given a high score on a sliding scale the survey would be less effective in identifying community priorities.

Ms. Schaeffer motioned to accept the survey as presented, retaining the rank order response for questions one and two. Sgt. Shatlock seconded the motion.

Ms. Bean asked for all members in favor to respond with "aye" and then for all those opposed to respond in the negative. Mr. Duckett and Ms. Wellington responded in opposition. Ms. Bean stated that the motion was passed.

Alderman Shackelford asked for the motion to be restated. Ms. Schaeffer restated the motion. Sgt. Shatlock stated that, as the motion had been approved, it should not be reopened. However, concern was raised that due to the method of voting, it was not clear how many members voted in favor. Alderman Shackelford asked that the vote be retaken by roll call. Ms. Nickols concurred due to the ambiguity regarding the votes in favor. Ms. Bean then took a roll call vote with the following result:

**In favor:** Ms. Schaeffer, Ms. Doll, Sgt. Shatlock, Ms. Bean

**Opposed:** Mr. Duckett, Alderman Shackelford, Ms. Edmonds, Mr. Ollie, Ms. Wellington, Ms. Kadish

Sgt. Shatlock again stated that as the motion had passed on the initial vote, it shouldn't be brought to a second vote. Ms Kadish noted some members had not heard the motion initially.

Due to the confusion surrounding the vote, it was decided to take the roll call vote a final time. The motion failed on a vote of 4-5-1 as follows:

**In favor:** Ms. Doll, Sgt. Shatlock, Ms. Bean, Ms. Schaeffer

**Opposed:** Ms. Kadish, Ms. Edmonds, Mr. Duckett, Ms. Wellington, Alderman Shackelford

**Abstained:** Mr. Ollie

Ms. Kadish made a motion to accept the survey as drafted with the following revision: delete the current second sentence and replace it with "Please rate desired qualities below on a scale of 1-5 with 5 being the most important and 1 being the least important.". Ms. Schaeffer seconded the motion. The motion passed 7-2-1 as follows:

**In favor:** Ms. Schaeffer, Ms. Kadish, Alderman Shackelford, Ms. Wellington, Mr. Ollie, Ms. Edmonds, Mr. Duckett

**Opposed:** Ms. Bean, Ms. Doll

**Abstained:** Sgt. Shatlock

There was a brief discussion of the internal FPD survey. Sgt. Shatlock noted this survey mirrors most of the questions on the external survey, with the omission of demographic information as this is less relevant within the Police Department. It was noted the rank order questions are more applicable to the police department, as this is a different audience than the external survey.

A motion was made by Ms. Schaeffer and seconded by Mr. Duckett to accept the internal FPD survey as presented. The motion was approved 9-0-1 with Sgt. Shatlock abstained.

Mr. Sampson shared a flyer prepared by the sub-committee. There are three versions of the flyer; the City will have all three printed for distribution by committee members. A motion was made by Ms. Kadish and seconded by Ms. Schaeffer to accept the flyer as presented. The motion was unanimously approved.

Ms. Bean thanked the committee, and especially the sub-committee for their work.

#### **IV. New Business**

Ms. Paulson announced 35 applications have been received for the Police Chief position. City Human Resources will review the applications to ensure they meet minimum requirements.

#### **V. Old Business**

Ms. Kadish stated a website portal will be created through which the public may submit written comments. In addition, meetings may be held in the City Hall Boardroom which will be streamed on Channel 99 and to which individuals may call in to comment.

## **VI. Public Comment**

Alderman Kelly Russell inquired regarding the committee's reaction to the number of applicants. The committee members generally felt the number of applicants was low. Mr. Ollie suggested the current national environment may have affected the response. There were questions regarding whether the position had been open for a sufficient amount of time. Mr. Sampson noted it had been open for 30 days. Ms. Schaeffer inquired regarding the search process. The search was carried out in consultation with IACP, one of the foremost agencies in the country for conducting this type of search. Some members suggested a review of the requested qualifications and stated salary. Several members expressed an interest in extending the position opening. However, Ms. Nickols confirmed the committee does not have the authority to do so; that action would have to be authorized by the Mayor.

A motion was made by Ms. Schaeffer and seconded by Ms. Kadish to recommend to the Mayor that the application period for the position be extended for an amount of time he deems reasonable. During discussion Mr. Duckett stated he felt the recommendation should include a specific timeframe. Ms. Bean stated she felt a brief extension may be fruitless and would be unfair to those qualified individuals who have applied. The motion failed 5-5 as follows:

**In favor:** Ms. Schaeffer, Mr. Ollie, Ms. Kadish, Ms. Edmonds, Ms. Wellington

**Opposed:** Ms. Bean, Sgt. Shatlock, Ms. Doll, Mr. Duckett, Alderman Shackelford

Ms. Bean reminded the committee that the next meeting, scheduled for October 22, 2020, will take place at 7:00 p.m.

On a motion made by Mr., Duckett and seconded by Ms. Doll the committee voted unanimously to adjourn the meeting at 1:14 p.m.

Respectfully submitted,

Phyllis Hane  
Legislative Clerk