

Frederick Police Chief External Search Committee Meeting

Minutes • November 5, 2020 • 11:30 a.m.

Teresa Bean, Committee Chair, called the meeting to order at 11:30 a.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
- Willie Ollie, Resident and retired Frederick County Sheriff's Dept. Detective
- Danielle Doll, Downtown Frederick Partnership
- Sgt. Jonathan Shatlock, Frederick Police Department

- Eliezar Valentin-Castanon, Pastor, Trinity United Methodist Church joined at 11:35
- Nkem Wellington, Resident and NAC 11 Coordinator joined at 12:10
- Chelsea Kadish, Attorney joined at 12:45

International Association of Chiefs of Police (IACP):

- Jim Baker

City Staff:

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

Absent:

- Kiesha Edmonds, Housing Authority of the City of Frederick

I. **Approval of Minutes**

A motion was made by Sgt. Shatlock and seconded by Ms. Schaeffer to accept the minutes of the October 29, 2020, 1130 a.m. meeting.

The motion was approved 6-0-1 as follows:

In favor: Ms. Doll, Mr. Ollie, Sgt Shatlock, Ms. Schaeffer, Alderman Shackelford, Ms. Bean

Abstain: Mr. Duckett

A motion was made by Sgt. Shatlock and seconded by Ms. Schaeffer to accept the minutes of the October 29, 2020, 6:00 p.m. Public Comment Session.

The motion was approved 5-0-3 as follows:

In favor: Ms. Doll, Sgt. Shatlock, Ms. Schaeffer, Alderman Shackelford, Ms. Bean

Abstain: Mr. Ollie, Rev. Vaelentin-Castanon, Mr. Duckett

II. General Discussion of Community Engagement

Ms. Bean announced that the online survey will remain open through 5:00 p.m. on November 6. To date the City has received 631 responses to the external survey and 116 responses to the FPD internal survey.

Alderman Shackelford addressed some comments received at the October 29 session, clarifying for the public that the City has no authority over the 287g program, and it is FPD policy not to ask for immigration status. In addition, he noted that police funding does not fall under the auspices of this committee and concerns about this or any budgetary matter should be raised with the Mayor and Board of Aldermen.

Ms. Schaeffer noted the web page now contains a list of organizations which have been targeted for outreach, as well as a statement explaining how that list was compiled. She noted the list contained approximately 80 organizations and expressed her appreciation to committee members for their outreach efforts.

Ms. Bean encouraged the public to continue to call in and reach out through email to the committee even after the formal survey period has ended.

III. Selection Process with Sub Committee and Karen Paulson

Ms. Doll shared the initial screening process proposed by the sub-committee. The committee will convene in an in-person closed session, at a date and location to be determined, to review applications. Each committee member will receive a binder containing information on each candidate from which personally identifying information has been removed. In order to ensure confidentiality, binders will not leave the room and no technology will be allowed into the room. Each member will review the binder and divide candidates into three groups:

- A. Best qualified
- B. Better qualified
- C. Qualified

Following a break, the committee will convene to share and discuss their individual ratings and determine a list of candidates to be interviewed. There will not be a predetermined number of candidates to move on to initial interviews.

The City Human Resources Department will work with the International Association of Chiefs of Police to develop interview questions. There was discussion of what input the committee would have into the development of the questions, with member expressing concern that the community engagement data collected by the committee be included. Mr. Sampson noted members may submit to HR any areas they would like to see addressed in the

interview questions. Alderman Shackelford noted that this is an HR process, however the committee will have input as their recommendations will be taken into consideration.

Sgt. Shatlock proposed a sub-committee be formed to develop and submit to City Human Resources possible interview questions. Ms. Doll noted the sub-committee could digest the survey information and produce an overview that could be used in the screening process and also in developing recommended questions.

Mr. Duckett moved to accept the screening process as written by the sub-committee. The motion was seconded by Rev. Valentin-Castanon and approved 10-0.

Alderman Shackelford moved to establish a four-person sub-committee to develop interview questions to be submitted to City Human Resources. The motion was seconded by Rev. Valentin-Castanon and approved 10-0.

The sub-committee will include Ms. Doll, Ms. Wellington, Mr. Ollie and Sgt. Shatlock.

IV. Old Business

Ms. Bean reminded the public that the survey closes on November 6 at 5:00 p.m.

V. There was no new business.

VI. There were no public comments.

Sgt. Shatlock moved to adjourn the meeting at 12:39 p.m. The motion was seconded by Rev. Valentin-Castanon and approved 9-1 as follows:

In favor: Ms. Doll, Mr. Ollie, Sgt. Shatlock, Rev. Valentin-Castanon, Ms. Kadish, Ms. Wellington, Alderman Shackelford, Mr. Duckett, Ms. Bean

Opposed: Ms. Schaeffer

Respectfully submitted,

Phyllis Hane
Legislative Clerk