



POLICE AUDITOR SELECTION PROCESS

Keri Beraldo
Interim Co-Director, Employee Resource Center

1

Recruitment and Outreach

- Police Auditor position is currently open
- City staff updated the recruitment brochure and will share out to multiple professional networks.
- ERC staff attended the NACOLE conference to network with experienced oversight professionals.
- The contract with Bob Murray and Associates is in progress and they will begin their outreach as soon as that is finalized.



2

Selection Process

- Minimum Qualification Screening
- Application Submission Screening
- Interviews
- Background/References



3

Minimum Qualification Screening

- Initial screening of applications for minimum requirements performed by Employee Resource Center staff
- Applications will be screening based solely on the minimum requirements as outlined in the job description as reflected below:
 - The Police Auditor must have five years of progressively responsible experience overseeing and performing administrative investigations and performing program development, analysis, and complex professional staff support, preferably in the public sector and a Bachelor's degree in a related field. A Juris Doctorate is preferred.



4

Application Submission Screening

- Screening of applications by the Mayor and City Council to determine candidates to invite to interview
- City Council and Mayor will be provided application submissions and screening criteria to determine those candidates that will be invited to interview.



5

Presentation and Q&A Forum with Community Panel

- **A Presentation and Q&A Forum with a Community Panel (1 hour)**
 - Each candidate will be asked to share a brief oral resume on themselves and to answer a specific question determined by Council in a future session.
 - The remaining time will consist of the candidate taking and answering questions that are submitted in writing by community panel members. City staff will facilitate and time candidate responses to ensure consistency.
 - Following the forum, participating community members will be asked to complete written feedback forms for each candidate. This information will be shared with Council and the Mayor to inform their decision-making process.
- **Community panel participants could include the following:**
 - Citizen Review Board
 - Police Commission
 - Human Rights Commission
 - Mental health advocates
 - Communities of color
 - Faith community
 - Chamber of Commerce



6

Stakeholder Interview

- **Interview with Internal Stakeholder Panel Members (1 hour)**
 - ▣ Each candidate participates in a structured interview process with pre-determined questions.
- **Internal stakeholders could include the following:**
 - ▣ EPD Command staff
 - ▣ EPEA Union President or Officer
 - ▣ Police Commission representative
 - ▣ Office of Equity and Community Engagement representative
 - ▣ Employee Resource Center Labor and Relations Manager
 - ▣ Interim Police Auditor or other outside Police Auditor



7

Mayor and Council Interview

- **Interview with the Mayor and City Council (1 hour)**
 - ▣ Structured interview process with pre-determined questions and the opportunity for follow up questions and discussion.
 - ▣ ERC will develop interview questions based on input from a variety of sources with final approval by Council in a future work session
 - ▣ Following the interviews ERC staff will share feedback and scoring from the other panels to help inform their decision making



8

Tour of the City of Eugene

- A tour of the City of Eugene may be given by City staff.
- This would be an unrated activity given as a courtesy to the candidates to help inform their decision regarding relocating to Eugene should the opportunity be offered to them.



9

Selection Timeline

ACTION	DATE
Council Break	December 12, 2024 – January 12, 2025
Mayor and Councilors individually review and rank all applicants that meet minimums. ERC compiles the candidate scores/ranking and will provide back to Mayor and Council prior to the work session on January 29, 2025	January 6, 2025 – January 14, 2025
Mayor and Council work session for the following: 1. Finalize list of panel participants if needed 2. Finalize interview questions for each panel 3. Finalize list of candidates to interview	January 29, 2025
Top candidates notified and scheduled for interviews.	January 30, 2025
Interviews held. Depending on the number of candidates this may require more than one day. (More than 5 candidates would require an additional day)	Week of February 17 th (Exact days tbd)
Finalist from interviews identified and notified. Background conducted (Typically takes 3 weeks to complete)	February 24, 2025
Mayor and Council work session to approve appointment of candidate to the position of Police Auditor and authorize negotiation of terms of employment to begin.	Early to mid March 2025



10

Options

Timeline and Plan

- Approve the proposed timeline.
- or
- Revise the timeline and plan.

Interview Panelists and Participants

- Authorize Council leadership to develop a list of panelists and participants to be submitted to Council in a memo, with an opportunity for Council to schedule a work session to discuss the list, if desired.
- or
- Authorize Council leadership to develop a proposed list of interview panelists and participants and return to Council for review and approval at a future work session.



11

Discussion



12