

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jennifer A. Maguire

**SUBJECT: CHIEF OF POLICE
RECRUITMENT AND
SELECTION PROCESS UPDATE #2**

DATE: June 21, 2024

INFORMATION

On March 22, 2024, I released an information memorandum¹ providing an initial update on the Administration’s progress on the Chief of Police recruitment and selection process and naming an Acting Chief of Police. This information memorandum provides another update on the recruitment and selection process.

Recruitment Update

Stakeholder Outreach and Engagement

As discussed in the March 22, 2024, information memorandum, extensive stakeholder outreach and engagement has taken place since February 27, 2024, to inform the Chief of Police recruitment and selection process. The methods included a citywide online survey, six community meetings, key stakeholder focus groups and one-on-one sessions, a Police Department employee online survey and six meetings, and Mayor and City Council meetings. The formal stakeholder outreach and engagement phase of the recruitment and selection process concluded on June 20, 2024.

Candidate Search

On April 26, 2024, the Administration and executive recruiter, Public Sector Search & Consulting, Inc. (“Public Sector Search”), officially launched the Chief of Police recruitment, which included releasing a brochure and advertising the position. Public Sector Search is currently conducting a nationwide search for exceptional candidates and an initial screening for the most qualified candidates.

The recruitment window was initially set to close on June 7, 2024, to facilitate interviews of selected candidates in late June. However, we have rescheduled these interviews to late-August 2024—allowing additional time for stakeholder engagement and recruitment of candidates. The candidate recruitment window will now close on July 12, 2024.

¹ <https://www.sanjoseca.gov/home/showpublisheddocument/110003/638467238811330000>

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Next Steps

In accordance with the recruitment and selection process outlined in my previous information memoranda,² over the coming months, the Administration will take the following steps:

- Conclude a nationwide search for qualified candidates on July 12, 2024;
- Bring forward for City Council review and approval in a City Council meeting the Statement of Policy and City Council Questions for the Prospective Chief of Police (currently scheduled for August 13, 2024);
- Select candidates to proceed to the interview process and convene interview panels consisting of a mix of panelists (currently scheduled to occur mid-July to late-August 2024);
- Conduct final interviews (currently scheduled to occur late-August 2024); and
- Bring forward my recommended candidate for City Council confirmation in a Closed Session with the City Council. Pending the identification of a suitable candidate, the current timeframe for confirmation is estimated to be in late October or early November 2024.

I want to thank the community, Police Department employees, and the Mayor and City Council for their constructive engagement in this process to date. I will continue to keep all stakeholders informed as the recruitment and selection process for the next Chief of Police continues.



Jennifer A. Maguire

City Manager

For questions, please contact Tom Westphal, Deputy Director, City Manager's Office, at thomas.westphal@sanjoseca.gov.

²<https://www.sanjoseca.gov/home/showpublisheddocument/108769/638424707856000000> and <https://www.sanjoseca.gov/home/showpublisheddocument/110003/638467238811330000>