



SELECTION PANEL REPORT

TO: Selection Panel for the Oakland Police Commission **FROM:** Felicia Verdin
Assistant to the City Administrator

SUBJECT: Chairperson and Vice Chairperson Responsibilities **DATE:** July 10, 2024

Action Requested:

For the Selection Panel to:

1. Nominate and select a Vice Chairperson.

Background:

Annually or as needed, the Selection Panel selects a Chairperson and Vice Chairperson to preside over meetings. The Panel will be asked to make nominations and vote on who will represent the Selection Panel in these two positions. The term for the Chairperson and Vice Chairperson will be for a one-year period. Responsibilities for the Chairperson and Vice Chairperson roles include, but are not limited to:

Chairperson

- Preside at all meetings of the Selection Panel, which includes managing and leading discussion.
- The Chairperson is accountable to the Selection Panel as a whole in setting policy and shall also perform such duties as may be assigned by the Selection Panel.
- Finalize the Agenda for Selection Panel meetings with the assistance of City staff and Vice Chairperson.
- May call special meetings of the Selection Panel.
- Represent the Selection Panel in meetings or communications with City Councilmembers, Police Commission, and members of the public.

Vice Chairperson

- In the absence of Chairperson, or at the Chairperson's request, preside at meetings of the Selection Panel, which includes managing and leading discussion.
- Work with the Chairperson and City staff in finalizing the Agenda for Selection Panel meetings.
- At the request of the Chairperson, may represent the Selection Panel in meetings or communications with City Councilmembers, Police Commission, and members of the public.

For questions regarding this report, contact Felicia Verdin at (510) 238-3128 or fverdin@oaklandca.gov.