



**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL**

**Meeting Agenda**

**Wednesday, March 13, 2019**

**(Special Meeting)**

5:30 PM – 7:30 PM

City Hall, 1 Frank H. Ogawa Plaza, Hearing Room #1  
Oakland, CA 94612

Selection Panel Members: Chairperson Sarah Chavez-Yoell (District 3), Second Chairperson John Jones III (At Large), Tal Klement (District 1), James Chanin (District 2), Shikira Porter (District 4), Mary Vail (District 5), Candice Jessie (District 6), Jean Blacksher (District 7), Arnold X. C. Perkins (Mayor)

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- 1. Roll Call and Determination of Quorum**
- 2. Open Forum**

**ACTION ITEMS**

**3. Approval of Selection Panel Meeting Draft Minutes**

- [January 16, 2019 Meeting](#)

**4. Report from Ad Hoc Committee Survey of Current Police Commissioners**

The Selection Panel will discuss and take possible action on a report from the Ad Hoc Committee created on November 19, 2018 to survey current Police Commissioners about their thoughts about the Selection Panel application/interview process.

[There are no agenda materials for this item.]

**5. Recommending A Stipend for Police Commissioners**

The Selection Panel will discuss and take possible action on recommending a stipend for Police Commissioners.

Agenda Item Report:

- [Memorandum - Establishing a Stipend for Police Commissioners \(March 7, 2019\)](#)

**6. Establishing a Reserve Pool of Candidates**

The Selection Panel will reconsider the idea of establishing a reserve pool of candidates for when the Selection Panel is required to select a replacement Alternate Police Commissioner.

Agenda Item Report:

- [Memorandum - Establishing a Reserve Pool of Candidates \(March 4, 2019\)](#)

**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL**

**Meeting Agenda (Continued)**

**Wednesday, March 13, 2019  
(Special Meeting)**

5:30 PM – 7:30 PM

City Hall, 1 Frank H. Ogawa Plaza, Hearing Room #1  
Oakland, CA 94612

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**7. 2019 Police Commissioner Application and Selection Process**

The Selection Panel will continue discussion and take possible action on its process for appointing Police Commissioners during this current selection process.

Agenda Item Report:

- [Memorandum – 2019 Police Commissioner Application and Selection Process \(March 8, 2019\)](#)

**8. Process for Appointment of Alternate Police Commissioner**

The Selection Panel will discuss and take possible action on its process for appointing an Alternate Police Commissioner if a vacancy occurs.

Agenda Item Report:

- [Memorandum – Process for Appointment of Alternate Police Commissioner \(March 8, 2019\)](#)

**9. Scheduling of Selection Panel Meeting(s) – Regular and Special Meetings.**

The Selection Panel will discussion and take possible action to change its Regular meeting schedule and/or determine upcoming special meetings.

Agenda Item Report:

- [Memorandum - Scheduling of Selection Panel Meetings \(March 4, 2019\)](#)

**10. Open Forum**

**11. Adjournment**

**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL**

**Meeting Agenda (Continued)**

**Wednesday, March 13, 2019  
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A member of the public may speak on any item appearing on the agenda. All speakers will be allotted a maximum of three minutes unless the Chairperson allocates additional time.

Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email [wwoo@oaklandnet.com](mailto:wwoo@oaklandnet.com) or call (510) 238-7798 or (510) 238-2007 for TDD/TTY five days in advance.

¿Necesita un intérprete en español, cantonés o mandarín, u otra ayuda para participar? Por favor envíe un correo electrónico a [wwoo@oaklandnet.com](mailto:wwoo@oaklandnet.com) o llame al (510) 238-7798 o al (510) 238-2007 para TDD/TTY por lo menos cinco días antes de la reunión. Gracias.

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**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL**

**Meeting Minutes**

**Wednesday, January 16, 2019**

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Selection Panel Members: Chairperson Sarah Chavez-Yoell (District 3), Second Chairperson John Jones III (At Large), Tal Klement (District 1), James Chanin (District 2), Shikira Porter (District 4), Mary Vail (District 5), Candice Jessie (District 6), Jean Blacksher (District 7), Arnold X. C. Perkins (Mayor)

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**1. Roll Call and Determination of Quorum**

The meeting started at 5:34 pm.

Selection Panel members present: Sarah Chavez-Yoell (Chair), John Jones III (Vice Chair), Jean Blacksher, Jim Chanin, Tal Klement, Shikira Porter and Mary Vail.

Absent: Candice Jessie, Arnold Perkins

Staff present: Stephanie Hom

City Attorney Staff: Allison Dibley

**2. Open Forum**

Comments were provided by the following public speakers:  
Rashida Grinage

**ACTION ITEMS**

**3. Approval of Selection Panel Meeting Draft Minutes**

- November 19, 2018 Meeting

Motion to approve the meeting minutes for November 19, 2018 with an amendment to *Item #8 Determine Next Meeting Date(s)* to add the sentence, “Wednesday, January 16, 2019 was identified as a backup meeting date in the event one of the other dates could not be accommodated.” was moved (J. Jones) and seconded (J. Blacksher).

Motion passed with 6 ayes. Abstention: S. Chavez-Yoell. Absent: C. Jessie, A. Perkins.

**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL**

**Meeting Minutes (Continued)**

**Wednesday, January 16, 2019  
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5:30 PM – 7:30 PM

City Hall, 1 Frank H. Ogawa Plaza, Hearing Room 1  
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**4. Discuss Interview Structure and Questions for Selection Panel Appointment of Alternate Police Commissioner Candidates**

The Selection Panel reviewed the list of 2019 Interview Questions revised at the last meeting on November 19, 2018 and decided on six questions that they would ask of all interviewees.

Comments were provided by the following public speakers:  
Rashida Grinage

Motion by J. Jones and seconded by J. Chanin to use the following six questions during the interview process for the Alternate Police Commissioner vacancy:

1. Are you aware of the time commitment required to effectively serve on the Police Commission, which requires preparation for meetings, participation in regular meetings and potentially on ad hoc or standing committee meetings?  
(Question #5 from the list of 2019 Interview Questions)
2. Tell us about your experience working effectively with others, including your experience working on other boards, commissions and groups. Provide specific examples of how you built consensus using your interpersonal skills.  
(Variation of question #6 from the list of 2019 Interview Questions)
3. Scenario: The Commission is deadlocked on a decision and cannot move forward. How will you unite the conversation so the commission can come to a decision?  
(Question #7 from the list of 2019 Interview Questions)
4. While serving on the Police Commission there will be a great deal of pressure from the public, fellow commission members and City staff, what skills and capacity will you draw on to manage this and stay true to the Commission's mission?  
(Question #11 from the list of 2019 Interview Questions)
5. Throughout the Federal Court's oversight of O.P.D., the Court has consistently criticized OPD's Internal Affairs Division for the thoroughness, objectivity and professionalism of its investigations of alleged officer misconduct and there is a public perception that both line police officers and their supervisors are rarely held accountable. What structural or policy changes should the Commission explore to address this issue?  
(Question #13 from the list of 2019 Interview Questions)
6. What is your knowledge and/or experience with the criminal justice system and how it operates? What is your knowledge and/or experience with laws and policies as it relates to policing?

**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL**

**Meeting Minutes (Continued)**

**Wednesday, January 16, 2019  
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City Hall, 1 Frank H. Ogawa Plaza, Hearing Room 1  
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Motion passed with 7 ayes. Absent: C. Jessie, A. Perkins.

**5. Selection Panel Interviews and Deliberations for Selection Panel Appointment of Alternate Police Commissioner**

The Selection Panel conducted interviews for the Selection Panel appointment of the Alternate Police Commissioner vacancy. Interviews were conducted with the following finalists from the 2017 process:

Chiquita Tuttle  
Logan McDonnell  
Tara Anderson

[Due to a gap in the interview schedule, the Selection Panel recessed at approximately 6:30 pm and resumed the meeting at approximately 6:50 pm to continue with the interviews.]

Motion by J. Jones and seconded by J. Blacksher for the Selection Panel to decide on an appointment to the Alternate Police Commissioner vacancy (with the term expiring on October 16, 2019) based on the three candidates interviewed this evening.

Motion passed with 7 ayes. Absent: C. Jessie, A. Perkins.

Motion by J. Jones and seconded by T. Klement to have the Selection Panel members rank the candidates interviewed in order of preference, with the option to rank/vote for one, two or three candidates.

Motion passed with 7 ayes. Absent: C. Jessie, A. Perkins.

Results of the ranking/votes indicate that Tara Anderson is the Selection Panel appointment to be submitted to the City Council for acceptance/rejection. The rankings were as follows:

Candidate	Blacksher	Chanin	Klement	Chavez-Yoell	Jones	Porter	Vail
Tuttle	1	2					
McDonnell			2				
Anderson	2	1	1	1	1	1	1

Based on the Selection Panel decision to appoint Ms. Anderson, the Selection Panel meeting for Thursday, January 17 will be canceled.

**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL**

**Meeting Minutes (Continued)**

**Wednesday, January 16, 2019  
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Motion by S. Chavez-Yoell and seconded by J. Jones to request that the Mayor's Office submit the Mayor's Alternate Police Commission vacancy appointment simultaneous with the Selection Panel's appointment to the City Council.

Motion passed with 7 ayes. Absent: C. Jessie, A. Perkins.

**Open Forum**

Comments were provided by the following public speakers:  
Lorelei Bosserman

The meeting was adjourned at approximately 7:50 pm.



CITY OF OAKLAND

# MEMORANDUM

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**TO:** Selection Panel for  
Oakland Police Commission

**FROM:** Stephanie Hom  
Deputy City Administrator

**SUBJECT:** Recommending a Stipend for Police  
Commissioners

**DATE:** March 7, 2019

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The Selection Panel Ad Hoc Committee established on May 23, 2018 to review and make recommendations regarding future processes prepared a report to the full Selection Panel dated October 10, 2018. The report included a recommendation to issue a monthly stipend for Police Commissioners and Alternates.

At the November 19, 2018 meeting, the Selection Panel voted to have staff draft legislation for City Council to consider that will provide a stipend of at least \$500 monthly for all Police Commissioners on a retroactive basis. The direction of staff to draft legislation is under the jurisdiction of the City Council. Staff has prepared a draft letter on behalf of the Selection Panel to the City Council making a recommendation to provide a stipend to Police Commissioners.

Requested Action:

1. Approve the draft letter from the Selection Panel to the City Council making a recommendation to provide a stipend to Police Commissioners; OR
2. Make edits and then approve a letter from the Selection Panel to the City Council making a recommendation to provide a stipend to Police Commissioners; OR
3. Do not approve letter from the Selection Panel to the City Council making a recommendation to provide a stipend to Police Commissioners.

Respectfully submitted,

/s/

STEPHANIE HOM  
Deputy City Administrator  
City Administrator's Office

Attachment (2):

- A. Process Analysis and Recommendations of Enhanced Operational Protocols for the Oakland Police Commission Selection Panel Memorandum Dated October 10, 2018, Page 9 – Issuance of a Monthly Stipend for Police Commissioners and Alternates.
- B. Draft letter from the Selection Panel to the City Council making a recommendation to provide a stipend to Police Commissioners.

Selection Panel Meeting  
March 13, 2019  
Item #5



<p><b>Establishment of “Reserve Pool” of Police Commissioners</b></p>	<p>A potential issue going forward is the situation where multiple members of the Police Commission resign prior to the expiration of their respective terms; coupled with existing Alternates being elevated to Police Commissioners and/or the total number of remaining Commissioners and Alternates being less than seven (7) Commissioners and two (2) Alternates.</p> <p>Given the Commission’s large and challenging workload, having a less than full-strength Police Commission is not an ideal situation for the Commission, the Oakland Police Department, nor the citizenry of Oakland. Neither is it an ideal circumstance for the Selection Panel or the Mayor to recommence recruitment processes due to this dilemma.</p> <p>Neither the originally drafted Measure LL Ordinance, nor subsequent updates to the same, specifically address this potential issue. Accordingly, the Ad-Hoc Planning Committee recommends the establishment of a “Reserve Pool” of Police Commissioners for placement in the event of the resignation of Police Commissioners and/or Alternates in order to ensure that the Police Commission, at all times, operates at full capacity.</p>
<p><b>Issuance of a Monthly Stipend for Police Commissioners and Alternates</b></p>	<p>The Ad-Hoc Planning Committee recommends that the proposed issuance of a monthly stipend be communicated within the context of future recruitment strategies as a means by which to increase the overall applicant pool.</p> <p>During the most recent recruitment phase for new Police Commissioners, it was apparent that residents of multiple Oakland Council Districts submitted no applications to potentially serve as Police Commissioners. One of the reasons attributed to non-participation was a lack of compensation for services; inclusive of token (stipend) compensation.</p>



CITY OF OAKLAND

SELECTION PANEL FOR THE POLICE COMMISSION

Sarah Chavez-Yoell (District 3), Chair

John Jones III (At Large), Vice Chair

Jean Blacksher (District 7)

James Chanin (District 2)

Candice Jessie (District 6)

Tal Klement (District 1)

Arnold X. C. Perkins (Mayor)

Shikira Porter (District 4)

Mary Vail (District 5)

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March 13, 2019

Honorable Mayor and City Council:

The Selection Panel of the Police Commission respectfully recommends that you consider legislation that would provide a minimum stipend of \$500 per month to members of the Oakland community who are serving on the Oakland Police Commission.

Based on a survey of current Police Commissioners, each member spends an average of 38 hours per month (with a range of 15 to 70 hours per month) performing Police Commission work. We believe that community members serving on this important commission should be compensated with a stipend. In addition, we believe that a stipend would encourage additional community members to apply and increase the overall applicant pool.

Thank you for your consideration.

Respectfully submitted,

Sarah Chavez-Yoell  
Chairperson, Selection Panel



CITY OF OAKLAND

# MEMORANDUM

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**TO:** Selection Panel for  
Oakland Police Commission

**FROM:** Stephanie Hom  
Deputy City Administrator

**SUBJECT:** Establishing a Reserve Pool of  
Candidates

**DATE:** March 4, 2019

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The Selection Panel Ad Hoc Committee established on May 23, 2018 to review and make recommendations regarding future processes prepared a report to the full Selection Panel dated October 10, 2018. The report included a recommendation to establish a "Reserve Pool" of Police Commissioner candidates from which to draw upon when the Selection Panel is required to select a replacement Alternate Police Commissioner.

At the November 19, 2018 meeting, the Selection Panel decided to revisit the idea at the next Selection Panel meeting.

Attached is an excerpt of the Ad Hoc Committee Report (page 9) dated October 10, 2018 with the Reserve Pool recommendation for Selection Panel consideration.

Requested Action:

1. During the next selection cycle, establish a Reserve Pool of candidates from which to draw upon if/when the Selection Panel is required to fill a vacancy; OR
2. Do not establish a Reserve Pool of candidates.

Respectfully submitted,

/s/

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STEPHANIE HOM  
Deputy City Administrator  
City Administrator's Office

Attachment (1):

- A. Process Analysis and Recommendations of Enhanced Operational Protocols for the Oakland Police Commission Selection Panel Memorandum Dated October 10, 2018, Page 9 - Establishment of "Reserve Pool" of Police Commissioners.

Selection Panel Meeting  
March 13, 2019  
Item #6

<p><b>Establishment of “Reserve Pool” of Police Commissioners</b></p>	<p>A potential issue going forward is the situation where multiple members of the Police Commission resign prior to the expiration of their respective terms; coupled with existing Alternates being elevated to Police Commissioners and/or the total number of remaining Commissioners and Alternates being less than seven (7) Commissioners and two (2) Alternates.</p> <p>Given the Commission’s large and challenging workload, having a less than full-strength Police Commission is not an ideal situation for the Commission, the Oakland Police Department, nor the citizenry of Oakland. Neither is it an ideal circumstance for the Selection Panel or the Mayor to recommence recruitment processes due to this dilemma.</p> <p>Neither the originally drafted Measure LL Ordinance, nor subsequent updates to the same, specifically address this potential issue. Accordingly, the Ad-Hoc Planning Committee recommends the establishment of a “Reserve Pool” of Police Commissioners for placement in the event of the resignation of Police Commissioners and/or Alternates in order to ensure that the Police Commission, at all times, operates at full capacity.</p>
<p><b>Issuance of a Monthly Stipend for Police Commissioners and Alternates</b></p>	<p>The Ad-Hoc Planning Committee recommends that the proposed issuance of a monthly stipend be communicated within the context of future recruitment strategies as a means by which to increase the overall applicant pool.</p> <p>During the most recent recruitment phase for new Police Commissioners, it was apparent that residents of multiple Oakland Council Districts submitted no applications to potentially serve as Police Commissioners. One of the reasons attributed to non-participation was a lack of compensation for services; inclusive of token (stipend) compensation.</p>



# MEMORANDUM

**TO:** Selection Panel for  
Oakland Police Commission

**FROM:** Stephanie Hom  
Deputy City Administrator

**SUBJECT:** 2019 Police Commissioner  
Application and Selection Process

**DATE:** March 8, 2019

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## Action Requested:

For the Selection Panel to discuss and take possible action on its process for appointing Police Commissioners to seats that may open in October 2019.

## Background:

The Selection Panel voted (at its November 19, 2018 meeting) to establish a timeline for the next selection process as follows, with the goal of having City Council accept or reject the slate at its September 17, 2019 meeting as follows:

Application Released:	February 15, 2019
Application Deadline:	March 30, 2019
Application Review:	April 1 – 30, 2019
Candidate Interviews:	May 1 – June 15, 2019
Determination of Slate:	June 28, 2019
Background Check Completed:	July 31, 2019
Report to Council Due Date:	September 3, 2019

## Discussion:

As part of the 2019 application and selection process, the following is a status update of activities thus far:

1. Notification of Expiring Term: On February 14, 2019, staff sent notification to two incumbent Police Commissioners with expiring term on October 16, 2019 with (a) date of term expiration; (b) eligibility to continue service; request to receive intent by March 30; and current application.
2. Application Release: Starting on February 15, 2019, the Police Commissioner Application was released and available in English, Spanish, Chinese and Vietnamese including,
  - a. Posting on the City's website on the Police Commission page ([www.oaklandca.gov/boards-commissions/police-commission](http://www.oaklandca.gov/boards-commissions/police-commission))
  - b. Press release to all media contacts.
  - c. Notice on City of Oakland (e.g., Nextdoor, Twitter, Facebook)
  - d. Notice on Police Commission social media (e.g., Twitter)
  - e. Email communication to announce and request to distribution of information to,
    - i. Mayor's Office
    - ii. City Council Offices
    - iii. City service provider networks
    - iv. Selection Panel members
    - v. Oakland Neighbors Inspiring Trust

Selection Panel Meeting  
March 13, 2019  
Item #7





# MEMORANDUM

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**TO:** Selection Panel for  
Oakland Police Commission

**FROM:** Stephanie Hom  
Deputy City Administrator

**SUBJECT:** Process for Appointment of Alternate  
Police Commissioner

**DATE:** March 8, 2019

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**Action Requested:**

For the Selection Panel to discuss and take possible action on a process for appointing an Alternate Police Commissioner if a vacancy occurs.

**Background:**

City Charter Section 604(c)8 (Measure LL) states: For vacancies occurring for reasons other than the expiration of a regular member's term, the Commission shall select one of the alternates to replace the regular member for that regular member's remaining term of office. If the alternate chosen to replace the regular member was appointed by the Selection Panel, the Selection Panel shall appoint another alternate. If the alternate chosen to replace the regular member was appointed by the Mayor, the Mayor shall appoint another alternate.

In November 2018, the Alternate Police Commissioner appointed by the Selection Panel became vacant when the Police Commission appointed Ms. Maureen Benson to replace Mr. Mike Nisperos' Police Commission seat. Subsequently, the Selection Panel selected Ms. Tara Anderson to fill that Alternate Police Commissioner seat with a term remaining through October 16, 2019. The City Council accepted Ms. Anderson's appointment at its meeting on February 26, 2019. Ms. Anderson attended her first Police Commission meeting on February 28, 2019.

At its meeting on November 19, 2018, the Selection Panel decided to select the new Alternate by interviewing the top 10 (interested) finalists of the 23 finalists that remain from the 2017 Police Commissioner selection process. On January 16, 2019, the Selection Panel interviewed three (3) applicants and selected Ms. Anderson.

**Discussion:**

Currently, the Alternate Police Commissioner seat appointed by the Selection Panel is filled. However, it is expected that the Police Commission is scheduling an agenda item for the March 14, 2019 meeting to consider appointing Ms. Anderson to fill a vacant Police Commission seat due to the resignation of Ms. Maureen Benson. If the Alternate Police Commissioner seat appointed by the Selection Panel becomes vacant again, the Selection Panel will need to make a new selection.

Respectfully submitted,

/s/

STEPHANIE HOM  
Deputy City Administrator  
City Administrator's Office

Selection Panel Meeting  
March 13, 2019  
Item #8



# MEMORANDUM

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**TO:** Selection Panel for  
Oakland Police Commission

**FROM:** Stephanie Hom  
Deputy City Administrator

**SUBJECT:** Scheduling of Selection Panel  
Meetings – Regular and Special  
Meetings

**DATE:** March 4, 2019

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The purpose of this report is to provide guidelines to the Selection Panel in setting its meeting schedule for the next selection process, as well as for its next regular meeting.

As a reminder to the Selection Panel, the Selection Panel voted (at its November 19, 2018 meeting) to establish a timeline for the next selection process as follows, with the goal of having City Council accept or reject the slate at its September 17, 2019 meeting:

Application Released:	February 15, 2019
Application Deadline:	March 30, 2019
Application Review:	April 1 – 30, 2019
Candidate Interviews:	May 1 – June 15, 2019
Determination of Slate:	June 28, 2019
Background Check Completed:	July 31, 2019
Report to Council Due Date:	September 3, 2019

Staff requests that the Selection Committee consider its regular meeting schedule and special meetings in the context of the timeline.

## **Regular Meeting - May**

At its meeting on November 1, 2017, the Selection Panel determined the date for its annual regular meeting to be the second Thursday in May of each year. For May 9, 2019, Hearing Room #1 and Council Chamber are not available. Hearing Room #2 is available but the meeting would only be audio recorded. There would be no video recording.

It should also be noted that the Police Commission determined its regular meetings to be on the second and fourth Thursdays of each month. Therefore, the Selection Panel and Police Commission both meet in the evenings on the second Thursdays each May. The Selection Panel meeting starts at 5:30 pm, while the Police Commission meeting starts at 6:30 pm.

## **Requested Action:**

1. Meet on May 9, 2019 for the regular meeting of the Selection Panel in Hearing Room #2 with audio recording only; OR
2. Change the regular meeting of the Selection Panel to one of the following:
  - a. First Wednesday in May.
  - b. Second Wednesday in May.
  - c. Third Wednesday in May.

Selection Panel Meeting  
March 13, 2019  
Item #9



- d. Fourth Wednesday in May.
- e. First Thursday in May.
- f. Third Thursday in May.

**Special Meetings – April, May, June**

As part of the 2019 Police Commissioner selection process, the Selection Panel will need to hold meetings to review applications and/or conduct interviews and determine the slate. Available meeting dates include:

*March (applications due March 30):*

Thursday, March 21 (Chamber) – to continue preparing for selection process.

Wednesday, March 27 (Chamber) – to continue preparing for selection process.

*April (application review period – April 1 – 30):*

Wednesday, April 10 (Chamber or Hearing Room #1) – to review applications

Thursday, April 11 (Hearing Room #2) – to review applications

Wednesday, April 17 (Hearing Room #1) – to review applications

Thursday, April 18 (Chamber) – to review applications

Wednesday, April 24 (Hearing Room #1) – to review applications)

*May/June (initial interview period – May 1 – June 15 and determine slate by June 28):*

Wednesday, May 1 (Hearing Room #1) – to conduct interviews

Thursday, May 2 (Chamber) – to conduct interviews

Wednesday, May 8 (Chamber or Hearing Room #1) – to conduct interviews

Wednesday, May 15 (Hearing Room #1) – to conduct interviews

Thursday, May 16 (Chamber) – to conduct interviews

Wednesday, May 22 (Hearing Room #1) – to conduct interviews

Wednesday, May 29 (Chamber or Hearing Room #1) – to conduct interviews

Thursday, May 30 (Chamber or Hearing Room #1) – to conduct interviews

Wednesday, June 5 (Hearing Room #1) – to conduct interviews

Thursday, June 6 (Chamber) – to conduct interviews / determine slate

Wednesday, June 12, (Chamber or Hearing Room #1) – to conduct interviews / determine slate

Wednesday, June 19 (Hearing Room #1) – to determine slate

Thursday, June 20 (Chamber) – to determine slate

Wednesday, June 26 (Hearing Room #1) – to determine slate

**Requested Action:**

- Determine dates for Special Meetings to conduct application review, conduct interviews, and determine slate.

Respectfully submitted,

/s/

STEPHANIE HOM  
Deputy City Administrator  
City Administrator's Office