



**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL  
(SPECIAL MEETING)  
Meeting Agenda  
Tuesday, May 21, 2024  
6:00 PM**

Oakland City Hall, Hearing Room 2  
1 Frank H. Ogawa Plaza  
Oakland, CA

Selection Panel Members: Chair Rickisha Herron (District 6), Brendalynn Goodall (Mayor), Gay Plair Cobb (At Large), Vice Chair Don Link (District 1), David Kakishiba (District 2), Vacant (District 3), Lorelei Bosserman (District 4), Monique Rivera (District 5) and Bill Thomasson (District 7).

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**PUBLIC PARTICIPATION**

The Oakland Police Commission Selection Panel encourages public participation in their board meetings. The public may observe and/or participate in this meeting in several ways.

**OBSERVE:**

- To observe the meeting by video conference, please click on this link: <https://us02web.zoom.us/j/82832448748> at the noticed meeting time.

+1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799. For each number, please be patient and when requested, dial the following Webinar ID: 828 3244 8748

After calling any of these phone numbers, if you are asked for a participant ID or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting By Phone.”

**PROVIDE PUBLIC COMMENT:** There are two ways to make public comment within the time allotted for public comment on an eligible Agenda item.

- Comment in advance. To send your comment directly to the Selection Panel and staff BEFORE the meeting starts, please send your comment, along with your full name and agenda item number you are commenting on, to Felicia Verdin at [fverdind@oaklandca.gov](mailto:fverdind@oaklandca.gov). Please note that eComment submissions close one (1) hour before posted meeting time. All submitted public comment will be provided to the Selection Panel prior to the meeting.
- Complete a speaker card during the meeting.

If you have any questions about these protocols, please e-mail Felicia Verdin, at [fverdind@oaklandca.gov](mailto:fverdind@oaklandca.gov).

**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL  
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**Meeting Agenda (Continued)**

**Oakland City Hall, Hearing Room 2  
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**1. Roll Call and Determination of Quorum**

**2. Public Comment**

All speakers will be allotted a maximum of two minutes unless the Chairperson allocates additional time.

**ACTION ITEMS**

**3. Approve Selection Panel Meeting Minutes**

- April 18, 2024

**4. Update on Selection Panel Documents will be provided by Panelist**

The Selection Panel will discuss their documents.

**5. Alternate Police Commissioner Nomination Process**

The Selection Panel will discuss and take possible action on appointing an Alternate Police Commissioner for the term to end on October 16, 2025, for the position vacated by Ricardo Acosta-Garcia upon his appointment to the Police Commission. This item will include an interview of reserve pool candidate Omar Farmer. At the Chairperson's discretion, the Selection panel may ask questions to clarify any statements made by the candidate.

**6. Update by ad-hoc committee to review the Selection Panel Procedures Manual**

The Selection Panel's ad hoc committee will provide an update on proposed edits to the Procedures Manual to comply with the City Charter requirements and the terms of the approved Settlement Agreement. The Panel may take action on this item.

**7. Discuss the Police Commission Recruitment and Nomination Process for 2024**

The Selection Panel will discuss and take possible action on its process for appointing Police Commissioners during the current selection process, including the following:

- Update on recruitment process and timeline
- Review nomination process
- Set future meeting dates
- Discuss evaluation tools

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**Meeting Agenda (Continued)**

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8. **Update by the ad-hoc committee on filling the Selection Panel's District 3 vacancy and other potential vacancies**  
The Selection Panel will discuss and take possible action on creating a recruitment process to fill vacancies on the Selection Panel.
9. **Agenda Building**  
The Panel will discuss their next meeting agenda.
10. **Adjournment**  
The meeting will adjourn upon the completion of the Selection Panel's business.

Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email [fverdin@oaklandca.gov](mailto:fverdin@oaklandca.gov) or call (510) 238-3128 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 [fverdin@oaklandca.gov](mailto:fverdin@oaklandca.gov) o llame al (510) 238-4756 o al (510) 238-2007 para TDD/TTY por lo menos cinco días antes de la reunión. Gracias.

你需要手語,西班牙語,粵語或國語翻譯服務嗎?請在會議前五個工作天電郵 [fverdin@oaklandca.gov](mailto:fverdin@oaklandca.gov) 或 致電 (510) 238-4756 或 (510) 238-2007 TDD/TTY.



**CITY OF OAKLAND  
POLICE COMMISSION SELECTION PANEL  
(SPECIAL MEETING)  
Meeting Minutes - DRAFT  
Thursday, April 18, 2024  
6:00 PM**

Oakland City Hall, Council Chambers  
1 Frank H. Ogawa Plaza  
Oakland, CA

Selection Panel Members: Chair Rickisha Herron (District 6), Brendalynn Goodall (Mayor), Gay Plair Cobb (At Large), Vice Chair Don Link (District 1), David Kakishiba (District 2), Vacant (District 3), Lorelei Bosserman (District 4), Monique Rivera (District 5) and Bill Thomasson (District 7).

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

In attendance:

Chair Rickisha Herron, Vice Chair Don Link, Panelist Lorelei Bosserman, Panelist Gay Cobb, Panelist Brendalynn Goodall.

**Absent:** Panelist Rivera, Panelist Thomasson and Panelist Kakishiba

**2. Public Comment**

All speakers will be allotted a maximum of two minutes unless the Chairperson allocates additional time.

No public comment.

**ACTION ITEMS**

**3. Approve Selection Panel Meeting Minutes from March 20, 2024.**

The following corrections were made to the minutes. There was a correction on the attendance roster, add Brendalynn Goodall. Under number 5 add Panelist Bosserman to the vote and in number 4 of the long name of the lawsuit it should be police commission instead of public commission.

Panelist Goodall moved to approve the minutes with a second by Chair Herron. The motion passed unanimously.

**4. Closed Session Update from City Attorney on lawsuit against Selection Panel**

In closed session, the Panel will receive an update regarding an offer to settle the lawsuit *Tyfahra Milele, David Jordan, Ginale Harris v. James B. Chanin, City of Oakland, Oakland Police Commission Selection Panel, Nikki Fortuna Bas*, Alameda Superior Court Case No.: 23CV038479. The Panel may deliberate accepting, rejecting or modifying the offered settlement terms.

The City Attorney's Office provided an update on this item during closed session.

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**Meeting Agenda (Continued)**

**Oakland City Hall, Council Chambers  
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**5. Discuss and vote on terms to settle the Milele v. Chanin lawsuit**

Selection Panel will vote to approve, reject or modify the settlement offer in the lawsuit *Tyfahra Milele, David Jordan, Ginale Harris v. James B. Chanin, City of Oakland, Oakland Police Commission Selection Panel, Nikki Fortuna Bas*, Alameda Superior Court Case No.: 23CV038479. Final approval of the settlement by the Selection Panel will be contingent on the City Council's approval.

Chair Herron made a motion to agree to accept the changes to the settlement agreement while striking out the last sentence under 2, which reads that the Selection Panels appointment must be approved by City Council. Panelist Cobb seconded the motion.

This item was tabled to allow Panelist Bosserman some additional time to read through the proposed settlement offer.

Chair Herron made a motion to table the item allowing Panelist Bosserman to review the settlement offer. The item was seconded by Panelist Goodall. The motion passed unanimously.

Following the discussion about the recruitment, the Panel returned to this item. Chair Herron withdrew her motion.

Chair Herron made a motion to approve the settlement agreement language as proposed. Second by Panelist Goodall. The motion was approved unanimously.

The settlement agreement language is as follows:

No member of the Selection Panel may serve more than 5 years, or such shorter term as specified in an amended Oakland City Charter (City Charter). Once a member of the Selection Panel has served for a period of five years or shorter authorized term, their term expires and their seat becomes vacant. Such a member may not continue to serve as a holdover panelist beyond the end of their five-year term or shorter maximum term specified in the City Charter.

In the event that the Appointing Authority—as defined in the City Charter—for a seat on the Selection Panel fails to fill a vacant seat within their 120-day period to do so, the Selection Panel shall fill the vacancy. Absent exigent circumstances, the Selection Panel should endeavor to fill the vacancy within 120 days after the Appointing Authority's 120-day period to make an appointment has run. In the absence of an amendment to the City Charter expressly to provide to the contrary, the power to fill a vacancy shall remain with the Selection Panel once the

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Appointing Authority's 120-day period to make an appointment has run. The Selection Panel's appointment must be confirmed by the City Council.

6. **Create an ad-hoc committee to review the Selection Panel Procedures Manual**  
The Selection Panel will create an ad hoc committee to edit and revise its Procedures Manual to comply with the City Charter requirements and the terms of the approved Settlement Agreement.

Chair Herron confirmed that the purpose of this item is to create an ad-hoc to make amendments to the procedure manual as proposed in the settlement agreement. Vice Chair Link suggested that the following members serve on the ad-hoc: Chair Herron, Panelist Bosserman and Panelist Rivera. Panelist Bosserman declined to participate on the ad-hoc and Chair Herron will follow-up with Panelist Rivera to determine her interest.

Chair Herron further clarified that the purpose of the ad-hoc is to clarify in the Procedure Manual a description of the process that the Selection Panel will use to fill vacancies on the Panel, in addition to adding other items as required by the lawsuit.

7. **Discuss the Police Commission Recruitment and Nomination Process for 2024**  
The Selection Panel will discuss and take possible action on its process for appointing Police Commissioners during this current selection process, including the following:
- Review and revise Police Commission Recruitment Flyer
  - Review and revise press release
  - Discuss advertisement of the recruitment process
  - Establish a timeline for the recruitment and nomination process
  - Set future meeting dates

Staff provided an update on the recruitment process, including the outreach plan. In addition, staff updated the Panel on Commissioner Ordaz extending her resignation date to June 30, 2024. The City Attorney advised the Panel that no action is needed to fill the seat vacated by Jesse Hsieh until the Police Commission elevates the alternate.

However, the Panel will continue with the recruitment process for the vacancies that will occur in October.

The Panel reviewed the flyer. The Panel suggested changes, including increasing the font and removing Panelist Bosserman's phone number and hours. The Chair and Panelist Bosserman agreed to review and approve the flyer.

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Panelist Bosserman requested that announcements are made regarding the Police Commission recruitment during Police Commission meetings. It was also requested that recruitment information is sent to Neighborhood Councils. The Panel chose to change the application deadline to June 14.

The Panel discussed the schedule included in the staff report. The Panel requested that applications are sent to them weekly. Panelist Cobb recommended that staff return with suggestions for how the Panel will review, rate and interview applicants.

**8. Discuss and create an ad-hoc committee to fill the Selection Panel's District 3 vacancy**

The Selection Panel will discuss and take action on creating a recruitment ad-hoc to fill vacancies on the Selection Panel.

The Chair indicated that the District 3 vacancy has been vacant for over a year and requested that Panelist agree to serve on an ad-hoc committee. Panelists Cobb and Goodall volunteered to serve on the ad-hoc committee. They agreed to provide an update at the next meeting.

The Chair requested that ad-hoc committee members determine a process and procedure to fill vacancies on the Panel. Panelist Bosserman reminded the Panel that applicants can apply through the City's boards and commissions portal.

**9. Update on Selection Panel Documents will be provided by Panelist - Monique Rivera**

There was no update on this item and the chair requested that the item is moved to the top of the agenda for the next meeting.

**10. Adjournment**

The meeting will adjourned.



# Police Commission

## Application for Position of Commissioner

The purpose of the Police Commission is to oversee the Oakland Police Department in order to make sure that its policies, practices and customs meet national standards of constitutional policing.

A Selection Panel of volunteer community members will select Oakland residents to serve on the Police Commission. Seated Commissioners are volunteers and will not be compensated.

### Applicant Information

Full Name: FARMER OMAR T. Date: 30 MAY 23  
Last First M.I.

Home Address: 600 Jean St  
Street Address Apartment/Unit #

Oakland CA 94610  
City State ZIP Code

Phone: 415-513-8024 Email: OFARMER@HOTMAIL.COM

### Supplemental Questionnaire

The purpose of this supplemental questionnaire is to evaluate your qualifications to serve on the Police Commission. This application, along with your answers to these questions, will be used by the Selection Panel to select the most suitably qualified candidates (Question 1, 2, 3 and 4 below.)

- Applications submitted without a completed supplemental questionnaire will not be considered.
- Please limit your response to each question to one 8.5" x 11" sheet of paper (single or double spaced).

Please respond (in writing) to the following questions:

1. Please describe any life work and significant community volunteer experiences that prepare you to contribute to the work of the Commission.
2. Please describe your contacts or experiences with the Oakland Police Department.
3. Please describe, if applicable, if you or an immediate family member has had significant volunteer or employment experience:
  - a. as a police officer,
  - b. as a criminal prosecutor or defense attorney,
  - c. with a public agency or nonprofit community group serving or advocating for crime victims or persons charged or convicted of crimes.
4. Have you ever served on a board, committee, commission, or other group? (Examples might include church boards or school organizations.) Please describe your experiences. What were the most challenging aspects of your participation?



(1) After being a selection panel finalist in 2020, I've been working with the Oakland Police Commission ("OPC") and other boards and commissions ever since because improving public safety services is something I'm passionate about. I also take pride in being thoughtful, transparent, thorough, and objective in all of my engagements. My experiences combined have sufficiently prepared me to contribute immediately. Overall I have approximately 130+ hrs of public safety oversight experience through the four experiences listed below.

Initially, I served on three OPC ad hocs: Armed and Unresponsive Persons, Dedicated Arrest Teams, and Militarized Equipment. Since no pre-existing policy for Armed and Unresponsive Persons existed, we created one. We were charged with completing all three in six months. This work gave me experience with both creating and revising policies, one of the OPC's core responsibilities. Concurrently, I was invited to be an Advisory Board member of the Reimagining Public Safety Task Force. During this, I joined two Advisory Boards and a total of six working groups. One Legal & Policy work group's focus was on the Negotiated Settlement Agreement and each public safety commission. The research we conducted provided me with additional insight into the OPC as well as their work as it relates to constitutional policing. Participating effectively in six working groups and three ad hocs during the same time frame shows that I have the time and bandwidth required for this role.

The other Advisory Board I joined was titled: OPD Organization & Culture. While there I wrote or co-wrote recommendations on topics such as remedies for misconduct, achieving compliance with the NSA, creating a crowd control ordinance, demilitarization, and renegotiating the union's memorandum of understanding. All passed by a super-majority. This shows my ability to work productively in groups and get buy-in across our city's landscape since the members who voted represented every public safety commission and district. Remedies for Misconduct was recently referenced by the OPC in a letter to Judge Orrick, which shows the sustainability of our work as it relates to some of their current issues: (pg 7)

<https://cao-94612.s3.amazonaws.com/documents/Oakland-Police-Commission-NSA-Memorandum-3.31.23.pdf>

Two recommendations City Council prioritized that I wrote and co-wrote, "Eliminating the BearCat ASAP" and "Demilitarization", both build on work currently being done by the Militarized Equipment ad hoc and OPD's compliance with AB 481. In addition to the BearCat recommendation, I co-created a community-driven petition to sunset the BearCat, which helped influence the OPC and OPD to agree on a Resolution to do so. An achievement for the OPC. From 2021-2022, I was also a part of the Community Policing and Electronic Communication Devices ad hocs where I got the chance to work with the future Director of CPRA. I also worked briefly with a representative from the Office of Inspector General through a Safety and Services Oversight Commission ("SSOC") ad hoc. These opportunities gave me an insider's perspective to many of the members who make up the OPC's staff, so I'm aware of everyone's role and how they fit into the mandates laid out in Measures LL and S1.

In late 2021, I was appointed to the SSOC, one of the three public safety commissions in Oakland. We're tasked with overseeing strategies that (1) reduce homicides, robberies, burglaries, and gun-related violence, (2) improve police and fire emergency 911 response times, and (3) invest in violence intervention and prevention initiatives. Through the SSOC I've implemented recommendations that are in line with our mission. One of those is to update the burglary ordinance to reflect a verified response requirement. In 2022, a city council staff member reached out to me to hear more about it. Currently they're considering sponsoring an update to the burglary ordinance to reflect a verified response requirement. A significant achievement for the SSOC. I'm also working with members of the California Alarm Association, who are helping us evaluate our verified response initiative among other things that could assist with improving 911 response times. This displays my ability to work well with outside groups or consultants and create recommendations that City Council may be interested in.

Last year I was appointed by the BART Board of Directors to be a member of the Transit Security Advisory Committee ("TSAC"), which oversees BART PD's authority to issue prohibition orders to people who are cited or arrested for certain offenses. The program aims to reduce the number of crime-related disruptions throughout the BART transit system. Our meetings are organized similarly to the OPC in that we review monthly crime statistics and interface with BART PD. Being a member of this board provides me with another lens that enhances my overall knowledge of law enforcement operations. It's also provided me with more hours to practice and prepare how to conduct detail oriented law enforcement oversight.

(2) In addition to working with OPD police officers during the five aforementioned OPC ad hoc committees while creating and revising policies. I also had a rare opportunity to be assigned to work with the President of the Police Union and a Command Staff officer while co-leading a working group in the OPD Organization and Culture Advisory Board of the Reimagining Public Safety Task Force titled "Interfacing with the Union." This workgroup gave me a unique experience to discuss and evaluate OPD's memorandum of understanding ("MOU") and ask questions regarding barriers to officer discipline and other aspects of the Oakland Police Officer Association MOU.

Currently, as an SSOC commissioner I also interface with our OPD liaison and other police officers while evaluating and assessing geographical policing strategies through our monthly meetings. Those strategies include operations for Community Resource Officers, Crime Reduction Teams, Ceasefire, Special Victim Section personnel, and the Violent Crime Operations Center. We're also charged with evaluating OPD's annual hiring plan and its mandate to maintain a minimum of 678 officers.

Evaluating OPD through three different lenses has expanded my knowledge and understanding of how many of their strategies are incorporated. During SSOC meetings we also discuss how OPD works jointly with the Department of Violence Prevention and the Oakland Fire Department so I've also learned about those aspects of their work as well.

(3) N/A. If you'd like to learn more about my employment experience or social justice work feel free to check out these links:

#### Work history

<https://www.linkedin.com/in/omar-farmer-he-him-6519b01b/>

#### Work recommendations

<https://www.linkedin.com/in/omar-farmer-he-him-6519b01b/details/recommendations/?detailScreenTabIndex=0>

#### Pet Care business

[https://instagram.com/pack\\_leader?igshid=MjEwN2lyYWYwYw==](https://instagram.com/pack_leader?igshid=MjEwN2lyYWYwYw==)

The inspiration for my pet care business. A heartwarming story!

<https://www.youtube.com/watch?v=xm7wekZzyrM>

Co-founder of Oakland Neighbors Inspiring Trust ("ONiT")

[https://www.facebook.com/permalink.php?story\\_fbid=2727820350677311&id=725413654251334](https://www.facebook.com/permalink.php?story_fbid=2727820350677311&id=725413654251334)

ONiT Cracking the Codes event

<https://www.mercurynews.com/2016/02/24/oakland-neighborhood-group-hosting-film-discussion-about-race/>

Preventing Racial Profiling Video credit from Nextdoor

[https://help.nextdoor.com/s/article/Video-resources?language=en\\_US](https://help.nextdoor.com/s/article/Video-resources?language=en_US)

(4) Since 2021 I've gained municipal, county, and intercounty board and commission experience. After being appointed to the Alameda County Veteran Affairs Commission ("ACVAC") for a year I'm now serving as their Chairperson. County staff recently selected me to be in their new board and commissioner recruiting video:

<https://vimeo.com/817402106/618f891c0f>. I also worked with the Alameda County, Area Agency on Aging, Social Services Agency steering committee to help develop their countywide survey for senior citizens. Throughout these experiences as well as in my professional and personal life, the most challenging and rewarding aspects of working in groups has been: putting one's group in a position to drive better results, managing group dynamics, and conducting constructive outreach to the public.

During my first term on the SSOC, I created a strategic planning ad hoc committee which led to implementing our first-ever Strategic Plan: <https://www.oaklandca.gov/documents/ssoc-2022-2024-strategic-plan-2>. Last November, I presented it to the City Council at our joint public safety meeting. To date, it's been transformational in organizing our oversight of the public safety strategies we oversee. Instead of reacting to reports, we're now being proactive and putting ourselves in a position to create more informed oversight, that we hope will provide better deliverables to Oakland residents. It also created a framework that put everyone on the same page, working towards a common goal, which has been excellent for our group dynamics. Moreover, it provides more transparency to the public, which builds

trust in our capabilities. Part three of the plan is focused on outreach to the public. We created this portion because we felt it was our civic duty to reach out to communities all across Oakland so folks can see how their taxpayer dollars generated through Measure Z are being spent. While time management for the community outreach portion has been challenging at times, our discussions have been productive and empowering for commissioners and members of the public. For me they're an opportunity to bond with the public and your fellow commissioner/s.

That said, as chairperson of the ACVAC, I created a schedule where we go to different county areas where there are high concentrations of veterans and conduct our monthly meetings to get feedback from those communities. Starting in June we're headed to the Swords to Plowshares auditorium in Jack London Square. My feeling is that going to various locations and working together on topics we're all passionate about will make more veterans feel included and the respective commissioners from those areas feel more appreciated with their role on the commission. Doing activities like this together will continue to build our rapport and make us a more functional and productive commission. Measure LL also states that the OPC is mandated to conduct meetings at public venues every year. This will provide me with experience at doing that.

Before becoming Chairperson I created a street renaming committee where we drafted a letter of support for the National Coalition of Black Veteran Organizations ("NCBVO") to use to campaign for three streets on the old Oakland Army base to be renamed after local Black veterans. After getting this letter approved for release by the Board of Supervisors, we're now working jointly with the NCBVO, and the daughter of one of those veterans, to make the renaming effort a reality. Our hope is that this will not only give these vets the recognition they deserve but that it will empower others in the Oakland community. All of the veterans highlighted attained new heights regarding rank, role, or achievement despite being members of a historically disenfranchised group. They include Sgt Morrie Turner, Major Howard Jackson, and Major General John Stanford. Working on this initiative together has been great for our group camaraderie.

As a member of the TSAC, I created a community engagement ad hoc where we'll soon be touring BART stations throughout the Bay Area to generate feedback from station agents and customers. We'll also be doing train ride-alongs with members of BART PD and our Crisis Outreach teams to see how prior recommendations are being implemented and determine their effectiveness. This is another way for us to move off of the dias and see each other in a different environment which I believe will be a good team building exercise.

Other boards I currently serve on are, the Military Officers Association of America, Alameda chapter and the Community Advisory Board for the Urban Strategies Council. I'm also a member of the Bay Area Racial Justice Network where I work alongside other folks who combat racial profiling and discrimination online. Those groups include Neighbors for Racial Justice and San Francisco Interrupting Racial Profiling. Last year we had a convention that included several groups from across the Bay Area. While it can be challenging to discuss this type of topic constructively, having a group where you can vent and compare ideas is essential for making everyone feel valued and respected.

## Application Considerations

Check all that apply:

I would like to be considered as a Selection Panel appointee?

YES

NO

I would like to be considered as a Mayoral Appointee?

YES

NO

## References

Please list three professional or personal references who are familiar with your background, experience and qualifications, and who can answer questions about your ability to serve as a Commissioner.

Full Name: David Muhammad Relationship: Collaborator

E-Mail: DAVID@NICJA.ORG Phone: 510-746-6111

Full Name: Charles Blatcher III Relationship: Collaborator

E-Mail: CNMMMFA@AOL.COM Phone: 510-754-3718

Full Name: Nikki Fortunato Bas Relationship: Councilperson

E-Mail: NFORTUNATOBAS@OAKLANDCA.GOV Phone: 510-219-1178

## Voluntary Self-Identification Questionnaire

1. With which race and/or ethnicity do you identify? (Check all that apply.)

- White
- Black or African American
- Latino
- Native Hawaiian or other Pacific Islander
- Asian
- American Indian or Alaskan Native
- Other: \_\_\_\_\_
- I do not wish to Self-Identify

2. What is your gender?

Male  I do not wish to self-identify

3. You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history of such an impairment or medical conditions.

Please check one of the boxes below:

- Yes, I have a disability (or previously had a disability)
- No, I do not have a disability
- I do not wish to answer

**Required Questionnaire**

4. How long have you lived in Oakland?

15 years

5. How many meetings of the Police Commission have you attended, on Zoom or in person? (You can find a link to the next meeting on the agenda for that meeting, which can be found at [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission). You can also find video recordings of past meetings there.)

<input type="checkbox"/>	0
<input type="checkbox"/>	1-2
<input checked="" type="checkbox"/>	3 or more

6. How did you hear about applying to be on the Police Commission?

Previously applied in 2020.

**Disclaimer and Signature**

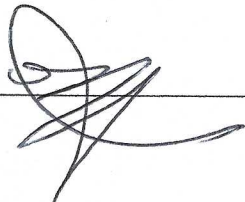
*The City Charter requires background checks for all Police Commission members and alternates. Prior convictions will not eliminate you from consideration. The Selection Panel strongly encourages formerly incarcerated individuals to apply.*

***I certify that I am over eighteen years of age and that my answers are true and complete to the best of my knowledge.***

***My signature below also indicates my acknowledgement that, by applying for the position of Commissioner, I will be subject to a background check.***

***Once submitted, your application form, along with all attachments, becomes a public record.***

Signature: \_\_\_\_\_



Date: 30 MAY 23

Completed applications must be received by **May 31, 2023**, by mail, hand-delivery, or email as follows:

Mail or Hand-Delivery (Monday-Friday, 8:30 am – 5:00 pm)	<b>Selection Panel for Police Commission c/o City Administrator's Office 1 Frank H. Ogawa Plaza, 3<sup>rd</sup> Floor Oakland, CA 94612</b>
Email	<b>Address: <a href="mailto:CityAdministratorsOffice@oaklandca.gov">CityAdministratorsOffice@oaklandca.gov</a> Subject: <b>Police Commission Application</b></b>
For assistance or additional information contact	<b>City Administrator's Office <a href="mailto:CityAdministratorsOffice@oaklandca.gov">CityAdministratorsOffice@oaklandca.gov</a> (510) 238-3301</b>

To: Oakland Police Commission Selection Panel

Re: Recommendation for Omar Farmer

Dear Police Commission Selection Panel,

I have watched as the Police Commission has become less & less effective, which I think is in part due to not having the right people on the Commission. I am currently the chair of the Public Safety and Services Commission (SSOC) and I have a member of our Commission, Omar Farmer, who I think would be outstanding on the Police Commission. I am recommending him to you hoping Omar can continue with SSOC in addition to being on the Police Commission, but even if he can't stay with us I am recommending him to you. I do this because, although I am committed to the SSOC's role of overseeing the spending of Measure Z revenues, we all know that is hardly important at all compared to the enormously important task of holding OPD accountable.

I am a Gun Violence Prevention advocate. There is a clear, well documented correlation between community gun violence and a lack of trust in the police. For Oakland's terrible homicide rate to come down we must increase the community's trust in OPD by putting in place policies that both will hold OPD accountable and that the community trusts will hold them accountable. I have worked with Omar on the SSOC for two years and I have found him to be both detail-oriented, so he reads and understands proposed policies, and strategically oriented, so he looks at the overall effect of the proposed policies. But most importantly, Omar is a good leader within the Commission. When the League of Women Voters analyzed some of Oakland's commissions and noted that SSOC did not have a strategic plan, Omar organized commissioners to devise a plan, all along working with the other commissioners. He saw that the work of the SSOC was not well known, and with another commissioner has been giving talks on the SSOC to various groups. He is patient at meetings, focused, cooperative, and always does what he commits to do.

Part of the SSOC duties is to oversee the Measure Z funding of OPD, including Community Policing. Omar is the one commissioner who always has insightful questions. Seeing him ask these questions is what made me say: I think the Police Commission needs someone like him.

If you have questions, please contact me.

Paula Hawthorn

[Paula.hawthorn@gmail.com](mailto:Paula.hawthorn@gmail.com) 510-601-8388

## Selection Procedure

### 1. PURPOSE

- 1.1 This document describes the procedure used by the Selection Panel (SP) for recruiting and selecting people to serve on the Oakland Police Commission (PC).

### 2. OVERVIEW

- 2.1 Selections are made every year, to replace or reappoint commissioners whose terms expire. The selection process typically takes place between February and July and consists of recruiting applicants (outreach), reviewing applications, interviewing applicants, checking applicant references, and voting on who to appoint. The final selections should be made by August, so that there is enough time for staff to do background checks before the nominees are submitted to the City Council for approval. The nominees must be submitted to the City Council before the terms of the outgoing commissioners expire on October 15. If approved by the City Council, the new commissioners begin their terms on October 16.
- 2.2 If a commissioner who was selected by the SP resigns or is removed before their term expires, the SP must fill the vacancy. The SP may hold a special meeting and select someone from the Reserve Pool (if one exists) to fill the vacancy. Alternatively, the SP may choose to find a replacement during the regular annual selection process, or to hold a special recruitment and selection cycle.

### 3. PRINCIPLES

#### 3.1 Mission

- 3.1.1 The goal of the SP is to select a diverse group of commissioners who can maintain an objective perspective, focus on facts, and exhibit a spirit of collaboration and community focus, for the betterment of policing in the City of Oakland.

#### 3.2 Diversity

- 3.2.1 One important element of a strong commission is diversity—diversity of race, gender, class, background, neighborhood, age, job experience, and personal experience. The diversity of the commission ensures its likelihood to serve the diverse community in the City of Oakland. People with different backgrounds bring different skill sets, different perspectives, and different insights to the work.

### 3.3 Representation

- 3.3.1 Another important element of a strong commission is representation. The commission must include people from the communities that are most heavily impacted by police misconduct. People who have experienced or witnessed police misconduct know more about what needs to change, what changes are most likely to work, and what the potential pitfalls of new approaches might be.
- 3.3.2 National statistics show that Black people, Native American people, and Latino people are significantly more likely to be killed by police officers than white people. Presumably they are also more likely to experience other types of police misconduct.
- 3.3.3 Other groups that are often heavily impacted by police misconduct include LGBTQ people, poor people, formerly incarcerated people, residents of East Oakland, residents of West Oakland, people who are living without housing, young people, and immigrants.
- 3.3.4 Historically, the victims of certain types of crime have often been neglected or mistreated by the criminal justice system. Examples include members of communities that are often targeted by hate crimes, victims of sexual assault, victims of sexual exploitation, and victims of domestic violence. People who have experienced this kind of neglect or mistreatment at the hands of the criminal justice system can also bring valuable perspectives and insights to the work of the PC.

### 3.4 The Applicant's Experience

- 3.4.1 Applying to be on the PC and undergoing the public selection process is difficult and stressful. Every effort should be made to minimize the unpleasantness of the applicant's experience (without compromising the effectiveness of the process). The SP should express appreciation to the applicants—individually and collectively, verbally and in writing.

## 4. AD HOC COMMITTEES AND DESIGNEES

- 4.1 Ad hoc committees can be formed to perform any of the tasks in this procedure except the final applicant interviews and the final vote to select the commissioners (which must be done by the full SP).
- 4.2 Similarly, any task in this procedure (except the final applicant interviews and the final vote to select the commissioners) can be delegated to a single member of the SP (a designee).
- 4.3 Typically, committees and designees make recommendations which are voted on by the entire SP. If desired, the SP can authorize the committee or designee to perform the task as they see fit without getting approval from the SP on the details. (For example, the SP may authorize a designee to write a letter and send it without bringing the letter back to the SP for approval.)



## 5. RECRUITING APPLICANTS AND SELECTING COMMISSIONERS

- 5.1 The SP typically meets from February to August each year, meeting monthly or more often as required.
- 5.2 The most urgent tasks are setting the schedule for the year—particularly the application deadline—and doing outreach to recruit applicants. If possible, these tasks should be addressed at the first meeting of the year (typically in February).
- 5.3 Applications are accepted all year.
- 5.4 Staff includes all the applications received to date in the agenda packet for every meeting, so that SP members can begin reviewing the applications at any time.
- 5.5 Every agenda packet should include the following:
- This procedure
  - The Applicant Evaluation Tool
  - All applications received so far
- 5.6 Setting the Schedule
- 5.6.1 With staff guidance, decide on a schedule for the year. In 2021, the schedule was as follows:

Activity	Date
Incumbents notified	March 5, 2021
Updated application released	April 21, 2021
Joint press release with Mayor announcing 2021 nomination period	April 21, 2021
Community organizations contacted by staff	April 23, 2021
Previous applicants invited to reapply	April 26, 2021
Email to Mayor and City Council Offices requesting officials to share information	April 28, 2021
Application deadline	June 15, 2021
Deadline for Selection Panel to review applications	TBD
Candidate interviews (first round)	TBD
Finalist interviews (second round)	TBD
Determination of slate	Mid-August 2021
Background check process complete	Early-September 2021
Council confirmation	October 5, 2021

- 5.6.2 The final selections must be made in time for staff to complete background checks before the names of the nominees are submitted to the City Council.
- 5.6.3 The City Council must approve the nominees before October 16, when the new commissioners begin their terms.

- 5.7 Outreach (Recruiting Applicants)
  - 5.7.1 The goal of outreach is to let people in a variety of communities know that they can apply to be on the PC and give them information about the PC and how to apply.
  - 5.7.2 It is especially important to reach people who are members of communities that are heavily impacted by police misconduct, such as Black people, Native American people, Latino people, LGBTQ people, poor people, formerly incarcerated people, residents of East Oakland, residents of West Oakland, people who are living without housing or who have lived without housing in the past, young people, and immigrants.
  - 5.7.3 Contact Person
    - 5.7.3.1 The SP designates someone (preferably an SP member) to be the contact person for members of the public who have questions about applying to be on the PC. This person's name and/or contact information appear on outreach literature.
  - 5.7.4 Press Release
    - 5.7.4.1 The SP asks staff to write a press release and obtain a copy of the City's current list of people and organizations that usually receive press releases from the City.
    - 5.7.4.2 Staff writes a press release and gets the mayor's approval. (See Appendix A for a sample press release.)
    - 5.7.4.3 Staff includes the press release and the City's usual list of recipients in the agenda packet for the next meeting.
    - 5.7.4.4 The SP approves the press release as is or requests changes.
    - 5.7.4.5 The SP asks staff to distribute the press release to the City's list of people and organizations that usually receive press releases from the City.
    - 5.7.4.6 If desired, the SP asks staff to distribute the press release to additional recipients.
    - 5.7.4.7 Staff distributes the press release to the City's usual recipients and any additional recipients designated by the SP.
    - 5.7.4.8 The SP asks staff to keep a running list of who will be notified.
    - 5.7.4.9 The SP asks staff to keep a running list of who has been notified.
    - 5.7.4.10 If desired, a press conference can be held by the SP, the chair of the SP, and/or the mayor.
  - 5.7.5 The SP asks staff to do outreach to radio stations, local social media accounts, KTOP-TV, the local press, including the minority press, and more.
  - 5.7.6 See Appendix L for sample radio announcements.

- 5.7.7 Social Media Posts, Newsletter Announcements, and Website Announcements
  - 5.7.7.1 The SP reviews the suggested text in Appendix B and Appendix C, makes any desired changes, and then approves the text for use this year. If desired, the SP can designate a committee or designee to rewrite this text.
  - 5.7.7.2 The SP asks staff to post the suggested text on the city’s social media platforms, newsletters, etc. and requests that the text be posted weekly until the application due date.
  - 5.7.7.3 The SP asks staff to post the suggested text on the PC and SP websites and remove it after the application due date.
- 5.7.8 Letter to the Mayor and City Council Members
  - 5.7.8.1 The SP reviews the sample email message in Appendix D, makes any desired changes, and then approves the text for use in the current year.
  - 5.7.8.2 The SP asks staff to send the email to the mayor and City Council members.
- 5.7.9 Personal Contacts
  - 5.7.9.1 SP members post information on their own social media accounts and ask their friends and associates to do the same.
  - 5.7.9.2 SP members reach out to individuals they think should apply to be on the PC.
  - 5.7.9.3 SP members reach out to Neighborhood Councils.
  - 5.7.9.4 SP members reach out to individuals and organizations that could spread the word to Oakland residents, especially Oakland residents from communities that are heavily impacted by police violence and other police misconduct (such as Black people, Native American people, Latino people, LGBTQ people, poor people, formerly incarcerated people, residents of East Oakland, residents of West Oakland, people who are living without housing or who have lived without housing in the past, young people, and immigrants).
  - 5.7.9.5 SP members reach out to organizations whose members have skills or expertise doing the types of work that Police Commissioners do, such as reviewing and rewriting policies, overseeing organizations, community engagement, labor relations, or personnel administration.

- 5.7.10 The recommended procedure for contacting organizations and individuals includes the following steps:
- 5.7.10.1 If possible, find a contact name as well as a phone number and email address.
- 5.7.10.2 Send an email (see Appendix E for a sample email) describing the PC, the application process, and the deadline, and asking the following:
- Are you interested in applying?
  - Can you think of someone you know who would be perfect for this?
  - Can you help us spread the word?
    - Would you please post something on your social media accounts and ask your friends to do the same? (Include sample text in the email message.)
    - Does your organization have a newsletter or website or email list or social media accounts that you could put an announcement/email/post in? (Include sample text in an attachment.)
    - Does your organization have a meeting where someone could make an announcement?
- 5.7.10.3 Follow up with a phone call.
- 5.7.11 Contacting Commissioners Whose Terms Are Expiring
- 5.7.11.1 Staff determines which commissioners have terms that are expiring in October of the current year.
- 5.7.11.2 Staff notifies them that their terms are expiring.
- 5.7.11.3 Staff includes commissioners who were appointed by the mayor as well as those appointed by the SP.
- 5.7.11.4 If the commissioners are eligible to be re-appointed (if they have served only one term), staff invites them to apply and includes the application form for sitting commissioners. Staff asks the incumbents to inform the SP by a certain date whether or not they intend to reapply.
- 5.7.11.5 Staff notifies Alternate Commissioners that they are eligible to apply to be Regular Commissioners. Staff includes the application form for sitting commissioners. Staff asks the Alternate Commissioners to inform the SP by a certain date whether or not they intend to reapply.
- 5.7.12 Assistance from the Public
- 5.7.12.1 The SP chair or designee makes an announcement at every SP meeting encouraging members of the public to help spread the word.
- 5.7.12.2 Staff adds this announcement to the agenda for every SP meeting.

- 5.7.12.3 Staff makes sample text available to the public electronically. (See Appendix B and Appendix C for sample text.)
- 5.7.12.4 The SP designates someone to make announcements at PC meetings. (See Appendix F for sample wording.)

## 5.8 Reviewing This Procedure Every Year

- 5.8.1 The SP should review and revise this procedure as early as possible each year, preferably in February or March, so applicants have adequate time to notify references and prepare for interviews.
- 5.8.2 If a process improvement ad hoc committee was appointed the previous year, they present their recommended changes and the SP votes on them.
- 5.8.3 If there was no process improvement ad hoc committee or designee, or if the committee or designee makes no recommendations, the SP decides whether to review and revise the procedure as a full panel or use the current procedure.
- 5.8.4 This can also be done after the current selection cycle is complete, sometime after July, for use in the following year.
- 5.8.5 Improvements from year to year are encouraged. Changing the procedure at the last minute is discouraged.
- 5.8.6 Any or all of the following documents can be revised:
  - this document
  - the interview questions for new applicants
  - the interview questions for incumbents
  - the Application Evaluation Tool
  - the application for new applicants
  - the application for incumbents
- 5.8.7 This document is revised as necessary.
- 5.8.8 Staff includes the new version in the agenda packets for future meetings.
- 5.8.9 Staff posts the current version of this document on the SP website.

## 5.9 Training

- 5.9.1 Training in ethics, equity, and City Code section 604 is mandatory and will be arranged by staff.
- 5.9.2 In addition, it may be desirable to consult the City of Oakland's Human Resources Department or hire a human resources professional to provide training in recruiting applicants, writing interview questions, interviewing candidates, and evaluating candidates. If possible, this should happen before the interview questions are finalized.

- 5.10 Acknowledging Applications
- 5.10.1 Throughout the year, staff sends a letter to everyone who applies to be on the PC. (See Appendix G for a sample.)
- 5.10.2 Before adjourning for the year, the SP writes and approves the letter for the following year.
- 5.11 Updating Interview Questions
- 5.11.1 If desired, the SP can review and revise the interview questions in the Applicant Evaluation Tool.
- 5.11.2 Staff includes the current Applicant Evaluation Tool in every agenda packet.
- 5.12 Reviewing Applications and Selecting Applicants to Interview
- 5.12.1 The SP schedules a meeting for approximately one week after the application due date, unless staff asks for a different timeline.
- 5.12.2 Staff makes sure the agenda packet for that meeting includes the following:
- All the applications received by the due date.
  - A table showing the names and demographic information of all the applicants. (See previous years for examples.)
  - The Application Evaluation Tool.
- 5.12.3 At that meeting, the SP makes a tentative decision about how many applicants to interview and agrees on a method for choosing those applicants. For example, if there are 100 applicants, the SP may decide that every SP member can vote for 20 applicants, then staff will tally the votes, and the SP as a whole will consider interviewing the 30 applicants who got the most votes.
- 5.12.4 Also at that meeting, the SP determines a deadline for SP members to finish reviewing all the applications and send their votes to staff.
- 5.12.5 The SP schedules a meeting for approximately one week after the deadline, unless staff asks for a different timeline.
- 5.12.6 Every SP member reads every application.
- 5.12.7 SP members consider several things, including the following:
- the applicant's level of dedication to police accountability work
  - the applicant's knowledge of the PC
  - the applicant's relevant lived experiences interacting with the police or witnessing police interactions with other members of the community

- the applicant's skills and expertise doing the types of work that Police Commissioners do, such as policy review and drafting experience, overseeing an organization, community engagement, labor relations, or personnel administration.
- the applicant's ability to present clear and objective views, based on facts
- the applicant's ability to work constructively with others
- the applicant's established connections with the community
- the current makeup of the PC
- which applicants can provide diversity and representation

*Important: Issues of diversity and representation should be considered even in these early steps. We can't choose diversity and representation at the end of the process if we eliminate it at the beginning of the process.*

*Important: Try to avoid eliminating candidates for reasons related to class or profession or level of education. For example, people in some lines of work might be more likely to have resumes. This may make a good impression, but it does not mean they would be better commissioners.*

5.12.8 Each SP member sends their votes to staff by the due date.

5.12.9 Staff tallies the votes and includes the results in the agenda packet for the next meeting, including how many votes each applicant got and which SP members voted for which applicants, and listing the applicants in order of how many votes they got.

**Important: Staff must make it clear in the agenda packet that these votes do not indicate the SP's final decisions about who to interview.**

5.12.10 At the meeting, the SP discusses the votes and the candidates.

5.12.10.1 First, identify a preliminary group to consider. Depending on the votes, the SP may decide to consider a different number of applicants than originally planned. (For example, if the SP has decided to interview the top 30 vote-getters but there is a three-way tie for number 29, the SP may choose to interview the top 28 vote-getters or the top 31 vote-getters.)

5.12.10.2 If a member of the SP thinks there is an applicant who should be interviewed even though they didn't make it into this preliminary group, the panel member can explain why. Some possible reasons might be: (1) the applicant has an important quality that may have been overlooked by other panel members; (2) the applicant could bring more diversity to the commission; or (3) the applicant could increase the representation of impacted communities on the commission. For

example, if the PC currently consists of attorneys and CEOs, the SP might be interested in appointing a working-class person if a qualified working-class person applies. If there is a working-class applicant with a really great application who makes it into the top 40 vote-getters but not the top 30, the SP may choose to interview that applicant in addition to the top 30.

5.12.10.3 The SP discusses the pros and cons of interviewing any applicant who didn't make the cutoff but is being advocated for by an SP member.

5.12.10.4 The SP votes on whether to interview any applicants who did not make the cutoff.

*Important: Issues of diversity and representation should be considered even in these early steps. We can't choose diversity and representation at the end of the process if we eliminate it at the beginning of the process.*

*Important: Try to avoid eliminating candidates for reasons related to class or profession or level of education. For example, people in some lines of work might be more likely to have resumes.*

### 5.13 Interviewing Candidates

5.13.1 The SP decides whether to ask candidates to make 5-minute statements before holding full interviews.

5.13.2 Staff contacts the candidates and schedules 5-minute statements and/or 30-minute interviews.

5.13.3 When contacting a candidate to schedule an interview or 5-minute statement, staff informs the candidate of the following (in writing):

- The SP appreciates their willingness to apply for this very difficult and demanding work.
- The number of people who will be interviewing them.
- The interview will be broadcast live and recorded and stored for public access.
- The SP may discuss their strengths and weaknesses in public.

5.13.4 Staff sends a statement about evaluation criteria to the candidates, along with a copy of the Applicant Evaluation Tool. See Appendix H for a sample.

5.13.5 When sending letters to applicants who are not being interviewed, make sure the letters include information about next steps they can take to get involved in the work of the PC and/or who they can contact for questions.



- 5.13.6 At every meeting that includes an interview or a 5-minute statement from a candidate:
- Explain the selection process to the public.
  - Inform the public that the interview questions and priorities are listed in the Applicant Evaluation Tool (which is in the agenda packet) although follow-up questions are also allowed.
  - Inform the public that evaluation criteria are listed in this document (which is in the agenda packet) and have been sent to all the applicants who are being interviewed.
  - If incumbents are being interviewed, remind the public that the incumbent's interview is only part of what the SP considers. The SP also considers the incumbent's demonstrated performance as a commissioner. Refer the public to the video recordings and agenda packets from the last 3 years of PC meetings.
  - Express appreciation to the candidates for applying and undergoing public interviews.
- 5.13.7 For full interviews:
- Typically, the members of the SP take turns asking candidates questions from the Applicant Evaluation Tool. Follow-up questions are also allowed.
  - Consider including 3-5 minutes at the beginning or end of each interview for the candidate to make a presentation (especially if they did not make 5-minute presentations earlier).
- 5.13.8 After the initial interviews or 5-minute statements, the SP decides who to invite to the next round of interviews.
- Important: Try to avoid eliminating candidates for reasons related to class or profession or level of education. For example, people in some lines of work might be more experienced and comfortable with the kind of interviews the SP is conducting.*
- 5.13.9 Discussing candidates is allowed but not required. When doing so, be mindful of the candidates' feelings and their public reputations. SP meetings are recorded, and the recordings will be available online for years to come, easily accessible by family members and potential employers. Never insult candidates publicly, and avoid criticizing them publicly unless it is absolutely necessary in order to explain specific concerns to the other SP members. Do not speculate on unknown facts, such as an applicant's country of origin or what a formerly incarcerated person's alleged crime was.
- 5.13.10 At least 6 finalists should be interviewed, so there are enough vetted finalists to form a Reserve Pool. If two commissioners need to be selected, at least 7 finalists should be interviewed.

- 5.13.11 Every finalist should be interviewed at least twice, for at least 30 minutes each time, before a final decision is made.
- 5.13.12 After each round of interviews, SP members are given another chance to discuss the candidates and share information, observations, and opinions. Be mindful of the finalists' feelings and public reputations.
- 5.13.13 Letters to candidates who were not selected should express appreciation for applying for a volunteer position and undergoing public interviews. They should also include information about how they can get involved in the work of the PC and/or who they can contact for questions.
- 5.13.14 Letters to candidates who were selected for the Reserve Pool should also express appreciation for applying and undergoing public interviews, and they should also include information about how they can get involved in the work of the PC and/or who they can contact for questions.
- 5.13.15 Additional interviews or other measures can be added to the process if desired by a majority of the SP.
- 5.14 Checking References
  - 5.14.1 Before the final interviews, SP members call each finalist's three references and ask a set of agreed-upon questions. (See Appendix J for a sample list of questions.)
  - 5.14.2 SP members report on what the candidates' references said at an SP meeting. Be mindful of the candidates' feelings and public reputations.
- 5.15 Selecting Commissioners
  - 5.15.1 The final selections should be made by mid-August, so there is enough time for staff to do background checks before the names of the nominees are submitted to the City Council for approval. The nominees must be confirmed by the City Council before the terms of the outgoing commissioners expire on October 15.
  - 5.15.2 If desired, the SP discusses the finalists. Be mindful of the finalists' feelings and public reputations.
  - 5.15.3 If desired, the SP takes a vote to see which finalists get the most votes.
  - 5.15.4 Someone makes a motion to select one of the finalists, and the SP members vote yes or no on selecting that individual. An individual must get 2/3 of the vote to be selected. (If the SP consists of 9 members, the selected finalist must get at least 6 votes.)
- 5.16 Creating a Reserve Pool
  - 5.16.1 The SP can create a Reserve Pool, if desired, made up of applicants who were not selected in the current year.
  - 5.16.2 The purpose of a Reserve Pool is to make it easier to fill an unexpected vacancy in the coming year. If a commissioner who was selected by the SP resigns or is

removed before their term has expired, the SP must fill the vacancy. If a Reserve Pool exists, the SP can select a member of the Reserve Pool to fill the vacancy.

- 5.16.3 A Reserve Pool is typically created at the end of a selection cycle.
  - 5.16.4 The criteria for inclusion in the Reserve Pool are decided each year by the SP. The members of the Reserve Pool may be some of the finalists who were not selected in the current year.
  - 5.16.5 The Reserve Pool must consist of at least 3 people.
  - 5.16.6 People who are selected for the Reserve Pool must be asked if they want to be in the Reserve Pool and if they are willing to inform the SP if they become unavailable to serve on the commission.
  - 5.16.7 Important: Members of the Reserve Pool must be informed that (a) being in the Reserve Pool does not guarantee that they will be appointed in the event of a vacancy on the PC, (b) being in the Reserve Pool does not guarantee that they will be appointed in the following year, (c) membership in the Reserve Pool expires on August 1 of the following year, and (d) if they want to be considered during the next year's selection cycle, they must submit a new application. (For example: If a Reserve Pool is created in July 2022, it will not expire until August 1, 2023, but anyone who wants to be considered in the regular selection cycle in 2023 must submit a new application by the application deadline in spring or summer of 2023.)
  - 5.16.8 It is the responsibility of the chair of the SP to communicate the above points to the members of the Reserve Pool or to delegate the task to a designee (preferably a member of the SP). It is the responsibility of staff to confirm that this information has been communicated to the members of the Reserve Pool. See Appendix K for a sample letter.
- 5.17 Background Checks and Submission to City Council
- 5.17.1 Staff performs background checks for the selected individual(s) and submits their name(s) to the City Council in time for the City Council to confirm their appointments before the terms of the outgoing commissioners expire on October 15.

## 6. POST-SELECTION TASKS

- 6.1 After the selections are made, certain tasks should be done before the SP adjourns for the year.
- 6.2 Letter to Future Applicants
  - 6.2.1 Write and approve a letter to send to people who apply in the next year. (See Appendix G for a sample letter.) Request that staff send the letter to anyone who applies.

### 6.3 Next Year's Schedule

- 6.3.1 Choose an application deadline for the following year, which can be used in outreach material for the next 11 months.
- 6.3.2 Ask staff to update the application information on the PC and SP websites, including the application deadline.
- 6.3.3 Choose a date for the next SP meeting (typically in February or March).

### 6.4 Revising the Application

- 6.4.1 The SP may choose to revise the application for the following year. This should be done as soon as possible, so that people who apply during the year can use the new version. This work can be delegated to an ad hoc committee or an individual SP member.

### 6.5 Revising the Procedure

- 6.5.1 Create a process improvement ad hoc committee to review the process in October, November, and/or January and create a list of recommended changes for presentation to the full SP at the beginning of the following year's selection cycle (in February or March). Alternatively, the full SP could meet in October, November, and/or January to review and revise the process.

### 6.6 Updating the SP Website

- 6.6.1 The SP reviews the SP website and decides on any changes.
- 6.6.2 Staff implements the changes.
- 6.6.3 Staff removes the information about this year's applications from the PC and SP websites, replacing it with information for next year's application process (including the deadline for the next year).

## 7. FILLING VACANCIES

- 7.1 If a commissioner who was selected by the SP resigns or is removed before their term has expired, the SP must fill the vacancy.
- 7.2 The SP may choose to select someone from the Reserve Pool (if one exists). Members of the Reserve Pool can be interviewed again, or the SP can vote on who to select without interviewing them again.
- 7.3 Alternatively, the SP may choose to hold a special recruitment and selection cycle, although that is very time consuming. The SP could also choose to fill the vacancy during that year's regular selection cycle, particularly if the vacancy occurs in the spring or summer and the regular selection cycle is already underway.
- 7.4 If the SP chooses to interview members of the Reserve Pool again, the chair of the SP (or a designee) explains the process to the public, explaining that the selection is based on information obtained previously, from candidates' applications, interviews, and references.

## 8. DOCUMENT APPROVAL

- 8.1 This document was approved by a majority of the SP on February 28, 2023. It became effective immediately.

## 9. REVISIONS AND EXCEPTIONS

- 9.1 This document can be changed at any time. Changes must be approved by a majority of the SP.
- 9.2 Improvements from year to year are encouraged. Changing the procedure at the last minute is discouraged.
- 9.3 Exceptions to this procedure must be documented and approved by a majority of the SP.

## 10. APPENDICES

- 10.1 The sample text in the appendices can be used or modified if desired. Using this wording is not required.

## APPENDIX A

### SAMPLE PRESS RELEASE

May 20, 2022

Oakland Residents Encouraged to Apply for Police Commission

Applications Due June 30, 2022

*Oakland, CA* – Mayor Libby Schaaf and the Selection Panel for the Police Commission today announced the opening of the application process to serve on the Oakland Police Commission.

“Oakland’s volunteer Police Commission is currently the most powerful and independent Police Commission in the country,” **Oakland Mayor Libby Schaaf** said. “When the actions of a member of the Oakland Police Department are called into question, the public must have total confidence that allegations of misconduct are taken seriously, investigations are thorough, transparent, and fair, and offenders are held accountable when appropriate. The City remains committed to ongoing and nationally recognized strides the Oakland Police Department has been making.”

Establishing and maintaining public trust and confidence in the Oakland Police Department (OPD) is essential for the department to provide the highest level of service to the community.

Selection Panel Chairperson **Jim Chanin**: “We are seeking dedicated community members that will hold the Oakland Police Department to the highest standards and speak up for the community at-large. If you can be fair to all parties, and are passionate about police accountability issues and justice, we want to hear from you.”

The Selection Panel will seek to make appointments that reflect Oaklanders’ diversity of experiences, especially individuals from communities experiencing the most frequent contact with the police. Strong commitment to police accountability and public service will be prioritized. Duties include overseeing the Community Police Review Agency, which conducts investigations into allegations of officer misconduct; overseeing the Office of the Inspector General, which will conduct independent audits of OPD; proposing changes to, approving, or rejecting current or proposed OPD policies; and removing the Chief of Police for cause, as well as other duties.

Commissioners must meet two criteria:

- a. be a resident of the City of Oakland; and
- b. be over 18 years of age by the date of the first Commission meeting.

The Selection Panel strongly encourages formerly incarcerated individuals to apply.

Individuals meeting the following criteria are not eligible to serve on the Police Commission: current sworn police officers; current City employees; former OPD sworn employees; current or former employees, officials, or representatives of an employee association representing sworn police officers; attorneys with pending claim or lawsuit against OPD; and attorneys who have filed a claim or lawsuit against OPD that was resolved during the past year.

Applications are available at [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission) and will be accepted until June 30, 2022, when the Selection Panel will begin to interview candidates. Appointments will be made no later than October 16, 2022. Interested applicants are encouraged to apply as soon as possible.

###

**APPENDIX B**  
**SAMPLE SOCIAL MEDIA POST**

Help oversee the Oakland Police Department!

Apply by [date] to be on the Police Commission, which is changing OPD policies and overseeing discipline. It takes significant time but can bring fair policing to Oakland.

[www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)

## APPENDIX C

### SAMPLE ANNOUNCEMENTS FOR NEWSLETTERS OR WEBSITES

#### SHORT ANNOUNCEMENT

Do you want to help oversee the Oakland Police Department?

Apply to be on the Police Commission, which is changing OPD policies and overseeing police discipline. It takes significant time in meetings, meeting prep, and committee work, but you can help bring fair and just policing to Oakland communities. Applications are due by [date].

[www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)

#### LONG ANNOUNCEMENT

**Do you want to help oversee the Oakland Police Department?**

Apply to be on the Police Commission, which is changing OPD policies and overseeing police discipline. It takes significant time in meetings, meeting prep, and committee work, but you can help bring fair and just policing to Oakland communities.

The panel that selects most of the commissioners is looking for diversity and encouraging people from heavily policed communities to apply. Commissioners must be over 18 and live in Oakland. They cannot be police officers or City employees. A high school diploma is not required, and formerly incarcerated people are encouraged to apply.

**This year applications are due by [date].**

To apply, go to [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission), where you can also find more information about the Police Commission. You can watch videos of past meetings, find out about upcoming meetings, and learn about City Code section 604, which describes the powers and responsibilities of the Police Commission.

**If you have any questions** please call [phone number] between [10:00 am and 8:00 pm, any day of the week].



**APPENDIX D****SAMPLE EMAIL FOR MAYOR AND CITY COUNCIL MEMBERS**

Note: If using this sample email, be sure to attach a document with the sample wording for announcements (see Appendix C). Or delete the sentence that says, "There are longer posts in the attached document, for newsletters or web pages." Also be sure to add the actual information (mayor's name or council member's name at the top, contact's phone number at the bottom, etc.).

Subject: Time to apply for the Police Commission

Dear council members and staff / Dear Mayor[name]:

It's time for interested community members to apply to be on the Police Commission! The deadline for applications is [date]. Will you help us spread the word?

If you have a newsletter, web page, or social media account, please consider posting something. Here is some sample language:

Help oversee the Oakland Police Department!

Apply by [date] to be on the Police Commission, which is changing OPD policies and overseeing discipline. It takes significant time but can bring fair policing to Oakland.

[www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)

There are longer posts in the attached document, for newsletters or web pages.

If you have any questions, please call Selection Panel Member [name] at [phone number] (between 10:00 am and 8:00 pm) or email her at [email address].

Thank you!

## APPENDIX E

### SAMPLE OUTREACH EMAIL TO ORGANIZATIONS

Note: This sample email contains references to documents that can be attached to the email. Either attach the documents or delete the sentence that refers to them. An example of the first referenced document can be found in Appendix C, and an example of the second referenced document can be found in Appendix M.

Dear [name of organization or contact],

It's time for people to apply to be on the Oakland Police Commission! Are you interested in being on the commission? Can you think of someone you know who would be a good commissioner? Will you help us spread the word?

If you have a newsletter, website, or social media account, please consider posting something. Here is some sample wording:

Help oversee the Oakland Police Department!

Apply by [date] to be on the Police Commission, which is changing OPD policies and overseeing discipline. It takes significant time but can bring fair policing to Oakland.

[www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)

Sample wording for longer announcements is attached, and so is a sample letter that you could send to your members if you wish.

The Police Commission rewrote OPD's policy on use of force. It has the authority to discipline officers and fire the chief of police for cause. When the mayor hires a new chief of police, the mayor must choose from a list provided by the commission.

Commissioners must be over 18 and must live in Oakland. They cannot be police officers or City employees. Being a commissioner takes significant time, but it is a chance to really change policing in Oakland. A high school diploma is not required, and formerly incarcerated people are encouraged to apply.

If you would like someone to give a 5-minute presentation at a meeting, or if you have any questions, please call [number] between [10:00 am and 8:00 pm, any day of the week].

Thanks in advance for anything you can do to get the word out!

**APPENDIX F****SAMPLE WORDING FOR ANNOUNCEMENTS AT OTHER MEETINGS**

Note: This wording can be used when making announcements at Police Commission meetings or meetings of other organizations.

Hello, my name is ----- and I want to remind everyone that you can apply to be on the Police Commission. Get a pen, because I'm about to give you a website address. Applications are accepted all year, and every summer the Selection Panel chooses a replacement for a commissioner whose term is expiring. The deadline to be considered this year is [date].

If you are interested, or you know someone who might be interested, go to [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission). Or Google "Oakland Police Commission".

You must be an Oakland resident and at least 18 years old to apply, and you cannot be a police officer or a City employee. You do not need a high school diploma, and formerly incarcerated residents are encouraged to apply. That website again is [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission), and this year's deadline is [date].

## APPENDIX G

### SAMPLE LETTER TO APPLICANTS

Dear applicant,

Thank you for applying to be on the Oakland Police Commission. This important work depends on people who are willing to volunteer their time and expertise.

Please take some time to learn about the Police Commission so you will be prepared if you are selected for an interview.

Recommended activities:

- Attend at least 3 meetings of the Oakland Police Commission.
  - Meetings are usually held at [5:30 or 6:30 pm] on [the second and fourth Thursdays of the month]. To find out when the next meeting is, go to the Police Commission website ([www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)).
  - During the COVID pandemic, meetings are being held virtually by Zoom. To find the link for the next meeting, go to the Police Commission website ([www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)) and find the agenda for the next meeting. A link for the meeting should be in the first two pages of the agenda.
  - If you cannot attend 3 meetings before your interview date, watch the video recordings of at least 3 past meetings. The videos are available on the Police Commission website ([www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)).
- Read the agenda packets for at least 3 meetings.
  - They can be found on the Police Commission website ([www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)).
- Read City Code section 604.
  - Section 604 describes the Police Commission's powers and responsibilities.
  - A link to the text of section 604 can be found near the bottom of the Police Commission website ([www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)).
- Look around on the Police Commission website ([www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)).

Thank you again for applying. If you have any questions, please contact [the designated SP member] at [contact information].

## APPENDIX H

### SAMPLE STATEMENT TO INTERVIEWEES

This sample statement can be used or modified to satisfy the instructions in Steps 5.13.3 and 5.13.4.

Dear applicant,

The Selection Panel for the Police Commission would like to interview you, and [name] will be contacting you to schedule a time.

You will be interviewed by a panel of 9 people. The interview will be part of a public Zoom meeting, and it will be recorded and posted on the Police Commission website. The Selection Panel may discuss your strengths and weaknesses at the meeting. Members of the public may express their opinions about the candidates.

We deeply appreciate your participation in this demanding process.

During the interview you may be asked some of the questions in the Applicant Evaluation Tool, [which is attached]. The Selection Panel considers several things when evaluating applicants, including the following:

- level of dedication to police accountability work
- knowledge of the Police Commission
- lived experiences interacting with the police or witnessing police interactions with other members of the community
- skills and expertise doing the types of work that Police Commissioners do
- ability to present clear and objective views, based on facts
- ability to work constructively with others
- established connections with the community
- who can add to the diversity of the Police Commission
- who represents a community that is heavily impacted by police violence and other police misconduct (such as Black people, Native American people, LGBTQ people, poor people, formerly incarcerated people, residents of East Oakland, residents of West Oakland, people **who are living** without housing, young people, and immigrants)

Sincere thanks for your commitment to making the Police Commission the best it can be. If you have any questions, please contact [SP member] at [contact information].

## APPENDIX J

### QUESTIONS TO ASK REFERENCES

If desired, these questions can be asked when interviewing a candidate's references. It might be best to start with general questions, to see what they say before we say something that indicates what we are looking for.

1. How do you know this person?
2. How long have you known this person?
3. What can you tell me about them?
4. What is their greatest strength?
5. In what areas could they improve?
6. Have they ever worked on a board, commission, or other body of people? (That you know of.) How did they handle that experience? (Do you know?)
7. Do you know if they have been involved in the Oakland community and public service? Do you know how long? Can you describe their activities?
8. Do you think they have the capacity to be fair and unbiased? In your experience, how has that been demonstrated? OR: Can you give me an example?
9. How would you describe their listening skills and ability to engage with others? In your experience, how has that been demonstrated? OR: Can you give me an example?
10. Would you say they are receptive to other points of view? In your experience, how has that been demonstrated? OR: Can you give me an example?
11. Have you ever seen them change their mind? Please describe.
12. How do they resolve interpersonal conflicts? In your experience, how has that been demonstrated? OR: Can you give me an example?
13. How do they respond to criticism? In your experience, how has that been demonstrated? OR: Can you give me an example?
14. Can they cooperate with people they disagree with? In your experience, how has that been demonstrated? OR: Can you give me an example?

15. How would you describe their communication skills—both verbal and written?
16. Do you know if they have been involved in public safety issues in the past? Do you know how long? Can you describe their activities?
17. Do you think they would be a good police commissioner—are you familiar with the roles and responsibilities of an Oakland Police Commissioner? [Describe, if necessary.] Do you think they would do a good job in that role? Why do you think so?
18. Being a police commissioner takes a lot of time. Between commission meetings, studying meeting materials, and committee work, it is estimated that a police commissioner needs to spend 20 hours a week on Police Commission business. Do you think this person has the time and energy to do the work required of an Oakland Police Commissioner?
19. What is this person's interaction style?
20. Have you seen this person work with people they disagree with? How do they handle the situation?
21. Have you seen this person help someone else achieve their goals?
22. What would make this person a good Police Commissioner? (First tell them a little about what is involved in being on the Police Commission.)
23. Is there anything you would like to add?

**APPENDIX K****SAMPLE LETTER TO MEMBERS OF THE RESERVE POOL**

Dear finalist,

The Selection Panel would like to invite you to be in the Reserve Pool for the Police Commission. If a Police Commissioner resigns or is removed in the next year, the Selection Panel may choose to select the commissioner's replacement from the Reserve Pool.

Please note:

- Being in the Reserve Pool does not guarantee that you will be appointed to fill the next vacancy on the Police Commission.
- If you want to be considered again next year, you must submit a new application.
- Membership in the Reserve Pool expires on August 1 of [2023].

If you are interested in being in the Reserve Pool, and are willing to inform the Selection Panel if you become unavailable to serve on the Police Commission, please inform [staff member] by [date].

Thank you.



## APPENDIX L

### SAMPLE RADIO ANNOUNCEMENTS

#### SHORT ANNOUNCEMENT

##### **Do you want to help oversee the Oakland Police Department?**

Apply to be on the Police Commission, which is changing OPD policies and overseeing police discipline. It takes significant time in meetings, meeting prep, and committee work, but you can help bring fair and just policing to Oakland communities. Applications are due by [date].

Google “Oakland police commission” or go to [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)

#### LONG ANNOUNCEMENT

##### **Do you want to help oversee the Oakland Police Department?**

Apply to be on the Police Commission, which is changing OPD policies and overseeing police discipline. It takes significant time in meetings, meeting prep, and committee work, but you can help bring fair and just policing to Oakland communities.

The panel that selects most of the commissioners is looking for diversity and is encouraging people from impacted communities to apply. You must be over 18 and live in Oakland, and you cannot be a police officer or a City employee. Formerly incarcerated individuals are encouraged to apply. A high school diploma is not required.

**Applications are due by [date].** To apply, Google “Oakland police commission” or go to [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission). At the Police Commission website you can also find more information about the Police Commission and Oakland City Code section 604, which describes the powers and responsibilities of the Police Commission. You can watch videos of past meetings and find out about upcoming meetings. If you have any questions, please call [phone number], [any day of the week].

## APPENDIX M

### SAMPLE LETTER FOR OTHER ORGANIZATIONS TO SEND TO THEIR MEMBERS

Note: This document is intended to be an attachment to an email we would send to an organization. It is a sample of what the organization could send to their members.

Dear members,

You can change Oakland policing.

The Oakland Police Commission is looking for new members. Are you interested? Do you know someone who would be interested? Please help us spread the word. Applications are due [date and year].

The Police Commission was created by Oakland voters in 2016, and it is taking major steps to reform the Oakland Police Department.

The work is hard, and it is unpaid at this time. It takes significant time in meetings, meeting prep, and committee work. It requires working with people you disagree with. You could face opposition and criticism from many quarters. But you can help bring fair and just policing to Oakland communities.

The panel that selects the majority of the commissioners is looking for diversity and encouraging people from impacted communities to apply. You must be over 18 and live in Oakland. You cannot be a police officer or a City employee. You do not need a high school diploma, and formerly incarcerated people are encouraged to apply.

To apply, go to [www.oaklandnet.gov/policecommission](http://www.oaklandnet.gov/policecommission), where you can also find more information about the Police Commission. You can watch videos of past meetings, find out about upcoming meetings, and learn about City Code section 604, which describes the powers and responsibilities of the Police Commission. If you have any questions, please call [phone number] between [10:00 am and 8:00 pm, any day of the week].

Please spread the word on social media. You can use the wording below if you like:

Help oversee the Oakland Police Department!

Apply by [date] to be on the Police Commission, which is changing OPD policies and overseeing discipline. It takes significant time but can bring fair policing to Oakland.

[www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission)

Thank you for supporting police accountability in Oakland!

## APPENDIX N

### SAMPLE RECRUITMENT FLYER

## Who can hold Oakland police accountable?

Who can change OPD policies? Who can discipline police officers who don't follow the rules?

The Oakland Police Commission can. The Police Commission has been rewriting OPD policies, such as the policy on use of force. What happens if officers don't follow the policy? The commission can discipline them.

The Police Commission was created by Oakland voters in 2016. Commissioners are community members, not police officers or politicians.

## We need you.

We need committed people to apply to be on the Police Commission. You must be over 18 and live in Oakland, and you can't be a police officer or City employee. You do not need to have a high school diploma or work history. Formerly incarcerated individuals are encouraged to apply.

It is not an easy job. Are you ready to spend time on meetings, meeting preparation, and committee work? Are you ready to face resistance from City Hall and criticism from the community?

Can you work with people you disagree with? Can you disagree without being disrespectful? Are you ready to be part of public meetings that are recorded and shown on KTOP (the City's cable station)? Are you willing to learn more?

## You can do this.

To apply, go to [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission). If you don't have access to the Internet, or if you have any questions, call [phone number] [between 10:00 am and 8:00 pm, any day]. Applications are due [date].

When you submit an application, it becomes a public record and can be viewed by anyone, although personal contact information is removed.

## Learn more.

For more information, visit [www.oaklandca.gov/policecommission](http://www.oaklandca.gov/policecommission). You can watch videos of past meetings, find out about upcoming meetings, read Oakland City Code, section 604 (the law that defines the Police Commission's powers and duties), and more.

Questions? Please call [number] [between 10:00 am and 8:00 pm any day of the week].

Revised 6/13/2020

## DRAFT (Note: Edited 5/15/24)

(Note: Proposal to add this section to Procedure Manual. Pending Selection Panel Approval)

# Selection Panel Members

## 1. PURPOSE

- 1.1 The Selection Panel (SP), with the assistance of the City Administrator, solicits and reviews applications, and interviews applicants interested in serving on the City of Oakland Police Commission.

## 2. APPOINTMENTS

- 2.1 Selection Panel members are appointed to the panel by City Councilpersons and the Mayor-the Appointing Authority.
- 2.2 In the event that the Appointing Authority—as defined in the City Charter—for a seat on the Selection Panel fails to fill a vacant seat within their 120-day period to do so, the Selection Panel shall fill the vacancy. Absent exigent circumstances, the Selection Panel should endeavor to fill the vacancy within 120 days after the Appointing Authority’s 120-day period to make an appointment has run. In the absence of an amendment to the City Charter expressly to provide to the contrary, the power to fill a vacancy shall remain with the Selection Panel once the Appointing Authority’s 120-day period to make an appointment has run. The Selection Panel’s appointment must be confirmed by the City Council.
- 2.3 that a public solicitation will be posted that includes an application form and then all timely applications will be reviewed, and candidates selected from that pool

## 3. TERM LENGTH

- 3.1 Selection Panelist may serve up to 5 years once appointed.
- 3.2 No member of the Selection Panel may serve more than 5 years, or such shorter term as specified in an amended Oakland City Charter (City Charter). Once a member of the Selection Panel has served for a period of five years or shorter authorized term, their term expires and their seat become vacant. Such a member may not continue to serve as a holdover.



# SELECTION PANEL REPORT

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

**FROM:** Felicia Verdin  
Assistant to the City Administrator

**SUBJECT:** 2024 Police Commissioner  
Application and Selection Process

**DATE:** May 21, 2024

---

## Action Requested:

For the Selection Panel to:

1. Review, discuss and/or modify the 2024 Nomination Schedule.
2. Interview reserve pool candidate Omar Farmer for the Selection Panel's Alternate Seat
3. Review the Evaluation Tool
4. Determine its next meeting or series of meetings.

## Executive Summary:

Since your last meeting on April 18, Selection Panel appointee Ricardo Garcia-Acosta was elevated to a full commissioner. This left a vacancy in the Selection Panel's Alternate Seat. Karely Ordaz extended her resignation on the Police Commission to June 30, 2024. Reserve pool candidate, Omar Farmer is scheduled to be interviewed by the Selection Panel on Tuesday, May 21, 2024, to possibly fill the Alternate seat.

During this nomination cycle, the Panel will also need to consider filling the term of Commissioner Angela Jackson-Castain that expires on October 17, 2024. When Commissioner Karely Ordaz resigns, the Police Commission can decide to elevate the Alternate if the Panel chooses to fill the alternate seat.

As such, the Panel is being asked to review its 2024 nomination process and schedule.

## Police Commission Recruitment Update

The Panel has initiated its months long process in nominating new candidates to serve on the Oakland Police Commission. The City of Oakland issued a press release on May 6, 2024 and the Police Commission recruitment effort has been shared on social media and emailed to non-profits across Oakland. Panel members are encouraged to share the announcement with their networks and staff emailed recommended posts to them on May 8, 2024.

The Oakland Post also ran an ad in their newspaper. Chair Herron is making arrangements to be interviewed by the Oaklandside. Flyers are available for Panelist to distribute during community events.

## Background:

Staff proposes the Selection Panel make its decisions no later than mid-August 2024, which will allow staff time to complete the required background checks and submit the scheduling request and a staff report to be heard at the City Council meeting in early October 2024.

During this selection period, the Panel is required to fill the Alternate seat and the seats held by Angela Jackson-Castain and Karely Ordaz. Angela Jackson-Castain is completing the term of Rudolph Howell who resigned on October 14, 2023. On Wednesday, May 8 Commissioner Ricardo Garcia-Acosta was elevated to full commissioner by the Police Commission to complete the term of Jesse Hsieh (**Table 1**).

Police Commissioner Terms

**Table 1: Terms for Current Police Commissioners**

Commissioner	Appointing Authority	Term End Date
Marsha Peterson, <i>Chair</i>	Mayor	Oct. 16, 2023
Karely Ordaz, <i>Vice-Chair</i> (resigned effective 6/30/2024)	Selection Panel	Oct. 16, 2026
Regina Jackson	Mayor	Oct. 16, 2024
Ricardo Garcia-Acosta	Selection Panel	Oct. 16, 2025
Wilson Riles	Selection Panel	Oct. 16, 2026
Angela Jackson-Castain	Selection Panel	Oct. 16, 2024
<i>Vacant, Commissioner</i>	Mayor	
<i>Vacant, Alternate</i>	Selection Panel	Oct. 16, 2025
<i>Vacant, Alternate</i>	Mayor	Oct. 16, 2024

Nomination Schedule

The Selection Panel will need to decide its 2024 nomination schedule. (**Table 2**).

**Table 2: 2024 Nomination Schedule**

Activity	Date
Application deadline	June 14, 2024
Joint press release announcing 2024 nomination period <sup>1</sup>	May 6, 2024
Incumbent notified	May 16, 2024
Selection Panel annual training and other agenda items as needed	May 30, 2024
Panel meets to discuss and review applications	TBD
Candidate interviews (first round)	TBD
Finalist interviews (second round)	TBD
Determination of slate	TBD
Background check process complete	August 2024
Council confirmation	October 2024

As previously mentioned, if the goal is to get nominees scheduled for confirmation at the City Council meeting of October 5, 2024, the Selection Panel will need to determine the nominees no later than mid-August 2024. All other dates can be adjusted accordingly based on input from the Selection Panel.

<sup>1</sup> <https://www.oaklandca.gov/news/city-of-oakland-encourages-residents-to-apply-for-police-commission>

### 2023 Nomination Process Details

The applicant evaluation tool is attached. During its 2023 nomination process, the Panel utilized the Tool to review and evaluate applications. Each Selection Panel Member reviewed all 34 applications submitted for consideration to the Police Commission.

The Panel provided a ranking of their top 8 applications during their June 20, 2023 meeting. They proceeded to rank additional candidates that Panelist prioritized in a review of the applications and voted to interview 10 candidates. Two rounds of interviews were held on two separate dates: July 12 and July 13, 2023. The Panel interviewed 9 candidates and voted on their top 5.

On July 25, the Panel completed their finalist interviews with the following candidates: Omar Farmer, Karely Ordaz, Wilson Riles, Angela Jackson-Castain and Ricardo Garcia-Acosta. The Panel voted and nominated Karely Ordaz and Wilson Riles to fill the two vacancies on the Police commission.

The Panel created a reserve pool that consisted of three members: Omar Farmer, Angela Jackson-Castain and Ricardo Garcia-Acosta.

In October 2023, Rudolph Howell resigned from the Police Commission and Angela Jackson-Castain was elevated by the Police Commission to fill the seat vacated by Mr. Howell. This left an alternate vacancy on the Police Commission. On November 2, 2023, the Selection Panel held a special meeting and interviewed the two remaining members of the reserve pool. During the meeting, the Panel voted and chose Ricardo Garcia-Acosta to fill the vacant seat.

### Applicant Statistics

**Table 3** shows application statistics by nomination year. There were no nominations required in 2018.

**Table 3: Applications Statistics by Year**

<b>Nomination Year</b>	<b>Applications Received</b>	<b>Applicants Invited to Interview</b>	<b>Nominations made by Selection Panel</b>
2017	146	28	4 Commissioners; 1 Alternate
2019	16	10	1 Commissioner; 1 Alternate
2020	68	17	2 Commissioners
2021	16	5	1 Commissioner
2022	13	13	1 Commissioner, 1 Alternate
2023	35	9	2 Commissioners

### Reserve Pool

Currently, the only reserve pool candidate is Omar Farmer.

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



**APPLICANT EVALUATION TOOL**  
**Position: Police Commissioner (Volunteer)**

**Position Description**

Serve on Police Commission public body of seven (7) members plus two (2) alternates. The Police Commission's role is to oversee the Oakland Police Department's policies, practices and customs to meet national standards of constitutional policing and oversee the Community Police Review Agency that investigates police misconduct and recommends discipline. Additional duties include hearing citizen complaints, making decisions determining outcomes.

**Core Competencies, Interview Questions & Evaluation**

Core competencies are the identified knowledge, skills, and/or abilities that are necessary to the successful performance of an Oakland Police Commissioner. The objective of the interview is to assess the competency and qualifications for serving as a Police Commissioner. The Selection Panel will ask each applicant a series of questions that are designed to understand the applicant's qualifications in the following areas:

- A. Interpersonal / Collaborative
  - a. Works cooperatively and productively with others to achieve results.
  - b. Respects and welcomes diverse perspectives. Able to process multiple points of view and achieve constructive results.
  - c. Respects the confidentiality of information or concerns shared by others.
  - d. Strong communications skills – both written and oral.
  
- B. Judgement / Decision-Making
  - a. Has a strong sense of urgency about solving problems and getting work done.
  - b. Effectively analyzes and interprets rules and regulations.
  - c. Understands inter-relational systems and influences.
  - d. Applies factual information, due diligence and sound judgment in making decisions and dealing with confidential and/or sensitive information.
  
- C. Analytic / Investigative Practices
  - a. Has knowledge and/or experience in sound investigative practices.
  - b. Has knowledge and/or experience in applying a racial equity framework and systems thinking approach to identifying and addressing issues.
  
- D. Values / Commitment / Perspective
  - a. Seeks and synthesizes community perspective into decision-making.
  - b. Able to commit time and energy to serving on Police Commission.
  - c. Brings perspective of community most impacted by law enforcement (e.g., race, gender, disability, residency, etc.)
  
- E. Level of Interest
  - a. Understands role and authority of Police Commission.



POLICE COMMISSIONER APPLICANT EVALUATION TOOL

Applicant Name: \_\_\_\_\_

Evaluator Initials: \_\_\_\_\_

A. Based on the responses to the following interview questions, rate the applicant’s strength of the **Core Competency – Interpersonal / Collaborative**:

1. Tell us about your experience working effectively with others, including your experience working on other boards, commissions and groups. How did you handle conflict in these situations?
  
2. Scenario: The Commission's members strongly disagree on an issue. What would you do to forge a consensus or reach a compromise?

Core Competency	Exceptional (5)	Strong (4)	Fair (3)	Weak (2)	Not Acceptable (1)
<b>Interpersonal / Collaborative</b>					
Comments	<i>Note. The Comments section allows for a qualitative assessment, to complement the quantitative scores.</i>				

POLICE COMMISSIONER APPLICANT EVALUATION TOOL

Applicant Name: \_\_\_\_\_

Evaluator Initials: \_\_\_\_\_

B. Based on the responses to the following interview questions, rate the applicant’s strength of the **Core Competency – Judgement / Decision-Making:**

3. 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 will you draw on to manage this and come to a fact-based decision?
  
4. Being a Commissioner may involve being insulted by the public and criticized by the police. Have you ever been publicly insulted? What advice would you give to someone about how to handle it?
  
5. Has someone you disagreed with ever changed your mind about something? Please provide an example.

Core Competency	Exceptional (5)	Strong (4)	Fair (3)	Weak (2)	Not Acceptable (1)
<b>Judgement / Decision-Making</b>					
Comments	<i>Note. The Comments section allows for a qualitative assessment, to complement the quantitative scores.</i>				

POLICE COMMISSIONER APPLICANT EVALUATION TOOL

Applicant Name: \_\_\_\_\_

Evaluator Initials: \_\_\_\_\_

C. Based on the responses to the following interview questions, rate the applicant’s strength of the **Core Competency – Analytic / Investigative Practices**:

6. 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? KEEP
  
7. With the assistance of a Court-appointed expert, it has been fully established that OPD officers have for some time and continue to make racially-biased stops of motorists and pedestrians. What actions should the Commission take to change this OPD practice?

Core Competency	Exceptional (5)	Strong (4)	Fair (3)	Weak (2)	Not Acceptable (1)
<b>Analytic / Investigative Practices</b>					
Comments	<i>Note. The Comments section allows for a qualitative assessment, to complement the quantitative scores.</i>				

POLICE COMMISSIONER APPLICANT EVALUATION TOOL

Applicant Name: \_\_\_\_\_

Evaluator Initials: \_\_\_\_\_

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D. Based on the responses to the following interview questions, rate the applicant's strength of the **Core Competency – Values / Commitment / Perspective**:

8. Tell us about your community involvement and what groups you are affiliated with.
9. While serving on the Commission you will learn information that may not be familiar to your life experience, share a brief experience where you had to see through many lenses.
10. Why do you want to be part of the Oakland Police Commission and what impacts would you like to see the Oakland Police Commission have and accomplish?
11. What skills would you bring to the Oakland Police Commission?
12. What is the Police Commission doing right?
13. If you became a Police Commissioner, what would you do differently?
14. For you personally, which of your work, community service and/or organizational leadership experiences would help you in serving on the Oakland Police Commission?

POLICE COMMISSIONER APPLICANT EVALUATION TOOL

Applicant Name: \_\_\_\_\_

Evaluator Initials: \_\_\_\_\_

Core Competency	Exceptional (5)	Strong (4)	Fair (3)	Weak (2)	Not Acceptable (1)
<b>Values / Commitment / Perspective</b>					
Comments	<p><i>Note. The Comments section allows for a qualitative assessment, to complement the quantitative scores.</i></p>				

POLICE COMMISSIONER APPLICANT EVALUATION TOOL

Applicant Name: \_\_\_\_\_

Evaluator Initials: \_\_\_\_\_

E. Based on the responses to the following interview questions, rate the applicant’s strength of the Core **Competency – Level of Interest**:

15. When did you first become interested in the Police Commission? What have you done to learn more about it? And what are your impressions?

Core Competency	Exceptional (5)	Strong (4)	Fair (3)	Weak (2)	Not Acceptable (1)
<b>Level of Interest</b>					
Comments	<p><i>Note. The Comments section allows for a qualitative assessment, to complement the quantitative scores.</i></p>				

POLICE COMMISSIONER APPLICANT EVALUATION TOOL

Applicant Name: \_\_\_\_\_

Evaluator Initials: \_\_\_\_\_

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	Exceptional (5)	Strong (4)	Fair (3)	Weak (2)	Not Acceptable (1)
<b>Overall Score</b>					
Comments					