

## **DRAFT INDEPENDENT MONITOR HIRING STEPS & TIMELINE PROPOSAL**

### **1. Work with HR to recruit and initial screening**

- a. Open for 6 weeks
- b. HR to email previous eligible applications with job posting for this process

### **2. Keep position description and job ad from previous round. Update relevant dates and details.**

### **3. Send to at least the following for recruitment:**

- City job website (Gov Jobs)
- City Affirmative Action Listserv – Free
- Bloomberg Philanthropies Spark Newsletter - Free
- Wisconsin League of Municipalities - Free
- La Follette School of Public Affairs at the UW-Madison - Free
- NACOLE - Free
- Neighborhood Centers – Free
- Madison Black Professionals Listserv – Free
- LaSup Listserv - Free
- Handshake – UW Madison & Marquette Law Schools - Free
- Association of Inspector's General - Free
- National Association of Black Law Enforcement Officers - Free
- National League of Cities \$250
- Capitol City Hues Newspaper \$123.90
- State Bar of Wisconsin \$150
- National Organization of Black Law Enforcement Executives \$300
- Mike Genacco - lead consultant with OIR Group
- LinkedIn
- Community Partner list
- City Equity in the Loop list
- Networking and Community Outreach by PCOB
- Post on OIM dept website
- Also send to list of recruitment firms we sent RFP to
- Emerging Local Government Leaders-\$?
- International City-County Management Association (ICMA)-\$?
- League of Wisconsin Municipalities-\$?

### **4. Supplemental Essay Questions and Benchmarks (unchanged)**

Evaluators: PCOB Executive Subcommittee Members. Had to earn at least 50% of the total number points (188) to move on to next round.

## Taskforce to Review and Revise the IM Hiring Process

### **5. Revised Oral Board Interview Questions and Benchmarks with Scorecard and Instructions**

Evaluators: Recommending a combination of five of the following, depending on pool of available panelists: PCOB members, subject matter experts (Example: IM, former IM, Civilian Oversight member in other municipality, Civilian Oversight practitioner-like Mike Gennaco, criminal defense lawyer, public defender), and individuals from 22-27 year old age group and/or those with law enforcement interaction experience.

Rank all eligible candidates, move forward top 4 candidates.

**6. Webinar format Town Hall forum with top 4 candidates and community audience.** Pare down 7 Community Panel Questions from previous process by asking community members to rank top 3 questions and questions submitted ahead of time through a survey on the OIM website (forthcoming) and reviewed.

**7. Collect community feedback before final PCOB interview.** Full Board meeting to Debrief.

### **8. Final PCOB interview of op 3-4 and decision**

Evaluators: Full PCOB

### **Timeline**

5/26 Full Board approval of hiring proposal 6/1 Post job ad (open for 6 weeks-close Wednesday July 13)

7/14-15 Initial Screening (HR)

7/16-23 Evaluate Supplemental Essay questions (PCOB Exec Sub). Scores in on 7/24

7/25 Contact eligible candidates and schedule Oral Board interviews

8/1 Start Oral Board interviews

8/18 Town Hall

8/25 Scheduled PCOB Meeting-use for debrief of Town Hall

9/22 Full Board Interview and Decision