

City of Madison Police Civilian Oversight Board (PCOB)
Independent Police Monitor Recruitment/Interview Process & Timeline | Draft #4

1. Independent Monitor Job Posting: Deadline: ~~Sunday, August 1st~~ | Deadline Extended: **Monday, August 16th**
2. Supplemental Essay Question Review Panel | Deadline: **Thursday, September 2nd**
3. Examination Process: Oral Board Panel | **October 6, 8, & 18th**
4. Virtual Interview #1: PCOB Panel – **Finalist #1** | **Thursday, November 4th**
5. Virtual Interview #1: PCOB Panel – **Finalist #2** | **To be determined**
6. Virtual Interview #2: Finalist Panel w/Community Representation | **November 8, 12, 15 or 18th | 5:00 pm**
7. Final Hiring Decision: Full PCOB | **Thursday, December 2nd**

Independent Monitor Job Posting | Deadline Extended 1 Week: Monday, August 16th

Applicants	30 applications received
Process	HR to review and confirm that minimum qualifications are met.
Materials	Applications and responses to supplemental essay questions
Advancement Criteria	Applicants meeting established minimum qualifications will advance.
Result	✓ 15 of 30 applicants met minimum qualifications and were advanced to Supplemental Essay Review Panel.

Supplemental Essay Question Review Panel | Deadline: September 2nd

Applicants	15 applicants met minimum qualifications and were advanced to Supplemental Essay Review Panel by HR.
Process	Independent on-line review & scoring by panelists
Information Sharing	Application and essay responses to be shared with panelists only.
Preparation	Panelists to attend training regarding on-line process
Materials	Applications and responses to supplemental essay questions
Advancement Criteria	Applicants scoring 50% or more will advance.
Participants: Executive Subcommittee members excluding those involved in writing supplemental essay questions.	<ol style="list-style-type: none">1. Keetra2. Shadayra3. Isadora4. Maia
Result	✓ 12 of 15 applicants scored 50% or more and were advanced to Oral Board Examination Process.

Examination Process: Oral Board Panels – October 6, 8, & 18th

Applicants	12 of 15 applicants scored 50% or more and were advanced to Oral Board.
Process	Closed, Virtual Interviews (recorded). Recordings of finalist Oral Board Examinations to be shared with PCOB
Information Sharing	Oral Board Panelists Only
Preparation	Panelists to attend training. HR to provide 5 standard questions with benchmarks.
Advancement Decision	Oral Board to advance 2-3 finalists to Virtual Interview #1: PCOB Panel
Participants	Authors of Questions: <ol style="list-style-type: none">1. Ankita2. Rachel3. Yesenia4. Sheray5. Keith6. Camme (NACOLE)7. Julie (HR) Oral Board Panel: <ol style="list-style-type: none">1. Anthony2. Ananda3. Joshua4. Jackie5. Mike Gennaco (or designee) <i>Not available for all 3 Oral Board Panel dates</i>
Results	✓ 10 of 12 applicants participated in Oral Board Examination Process ✓ 2 of 12 applicants withdrew ✓ Oral Board to advance 2 - 3 finalists to Virtual Interview #1: PCOB Panel

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Virtual Interview #1: PCOB Panel | Finalist #1 | Thursday, November 4th 5:00 pm

Finalists	1 st Finalists advanced by Oral Board
Process	Closed, virtual interview
Information Sharing	PCOB Panelists Only
Preparation	Sequencing and assignment of interview questions
Materials	Executive Subcommittee to Write Interview Questions & Benchmarks
	October 13 th 10:00 – 12:00 pm
	<ol style="list-style-type: none"> 1. Executive subcommittee to write & finalize interview questions and benchmarks during October 13 exec subcommittee meeting 2. Karen to collect recycled questions from Keith to share with Exec. Subcommittee 3. Full PCOB to interview finalists during November 4th PCOB meeting 4. Send invites to selected Community Organizations for representatives to serve on Community Panel and for assistance with drafting questions for Virtual Interview #2
Advancement Decision	None
Panel	Full PCOB
Result	Finalists advanced by Oral Board to advance to Virtual Interview #2: Finalist Panel w/Community Representation.

Virtual Interview #1: PCOB Panel | Finalist #2 | TBD | November 8, 12, 15 or 18th | 5:00 pm

Finalists	2 nd Finalists advanced by Oral Board
Process	Closed, virtual interview
Information Sharing	PCOB Panelists Only
Preparation	Sequencing and assignment of interview questions
Materials	Executive Subcommittee to Write Interview Questions & Benchmarks
	October 13 th 10:00 – 12:00 pm
	<ol style="list-style-type: none"> 1. Executive subcommittee to write & finalize interview questions and benchmarks during October 13 exec subcommittee meeting 2. Karen to collect recycled questions from Keith to share with Exec. Subcommittee 3. Full PCOB to interview finalists during November 4th PCOB meeting 4. Send invites to selected Community Organizations for representatives to serve on Community Panel and for assistance with drafting questions for Virtual Interview #2
Advancement Decision	None
Panel	Full PCOB
Result	Finalists advanced by Oral Board to advance to Virtual Interview #2: Finalist Panel w/Community Representation.

Virtual Interview #2: Finalist Panel w/Community Representation | TBD | November 8, 12, 15 or 18th | 5:00 pm

Applicants	Finalists advanced by Oral Board
Process	Closed, virtual interview
Information Sharing	TBD
Advancement Decision	None
Question Authors	<p>Include Leaders of community organizations or their representatives</p> <p>Request interview questions from organizations to be considered.</p> <p>Executive Subcommittee to synthesize and select final interview questions.</p>
Panelists	<p>Keetra, Shadayra</p> <p>Foundation for Black Women's Wellness Representative (Mental Health)</p> <p>UNIDOS Representative (Overpoliced Youth)</p> <p>NAACP Representative (Criminal Justice & Ex-offenders)</p> <p>Next Steps:</p> <ol style="list-style-type: none"> 1. Invite representatives from community organizations to participate: 2. Karen to draft talking points to ensure consistent communications with representatives from community organizations.
Next Steps	<p>Goals of talking points:</p> <ol style="list-style-type: none"> 1. Background – update on progress to date 2. Clarification introduction to their PCOB liaison(s) 3. Request for support: (a) help with question (submission of drafts – clarify that final questions will be determined by PCOB Exec. Subcommittee) and (b) availability for community panel discussion

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Final Hiring Decision: Full PCOB | Thursday, December 2nd

Process	PCOB Virtual Meeting (Closed Session)
Information Sharing	All materials for finalists to be shared with all members of the PCOB, for review, prior to final hiring decision being made.
Panelists	Full PCOB