



DATE: September 15, 2022

TO: Personnel Commission

FROM: Acting Deputy Director of Human Resources

SUBJECT: Abolish the Police Officer Trainee Employment Roster (Eligible List)

RECOMMENDATION

That the Personnel Commission reviews and approves the abolishment of the employment roster (eligible list) for Police Officer Trainee.

SUMMARY

The City has exhausted the current Police Officer Trainee eligible list and would like to abolish the current list to commence a recruitment and establish a new continuous Police Officer Trainee eligible list.

BACKGROUND/DISCUSSION

In addition to adoption and approval of the City's Classification Plan, the Personnel Commission reviews and approves the abolishment of employment registers once all candidates have been considered and no additional viable candidates remain on the list.

The Police Officer Trainee continuous recruitment was initiated in December 2020. Over the course of seven (7) full recruitment cycles, there have been a total of 897 applications received. The current recruitment cycle consists of (a) a review of minimum qualifications, (b) a review of candidates' responses to the pre-background questionnaire, (c) confirmation the candidate passed the California Commission on Peace Officer Standards and Training's (POST) Entry Level Law Enforcement Test Battery (PELLETB) written exam, (d) confirmation the candidate passed the Work Sample Test Battery (WSTB) physical ability exam, and (e) oral panel interviews consisting of one (1) Hayward Police Sergeant, one (1) City of Hayward Management team member, and one (1) member of the Hayward community. Of the 897 applicants, only seventy-five (75) applicants were successful in passing all examination steps and being placed on the continuous eligible list for departmental consideration. The Police Department's Personnel and Training division invited sixty-one (61) candidates from the list to interview. Of those invited, five (5) either did not schedule or did not show up for their interview, five (5) withdrew from consideration, and twenty-two (22) were not selected to

move forward in the process. The remaining twenty-nine (29) candidates were placed into the police background process. Three (3) of those candidates are currently in process, seventeen (17) failed their background process, and the remaining nine (9) were offered employment. The City has considered all the remaining eligible candidates on this list and has now exhausted it prior to its scheduled expiration of August 8, 2023.

The Police Department currently has roughly thirty (30) vacancies. The abolishment of this eligible list will allow Human Resources to more immediately implement changes to the recruitment process intended to improve efficiency and competitiveness, such as changes to the recruitment exam process. A review of the recruitment process revealed that the oral panel process prevented the City from expediting candidates who already possess passing test scores from outside agencies (which are transferrable to ours). After weighing the impacts of eliminating the oral panel interview process, it was determined that the benefit of expediting the timeline and the ability to evaluate candidates in the departmental interview process outweighed the impact of eliminating the oral panel exam step. Staff is requesting to abolish the current eligible list to commence this new recruitment process.

FISCAL IMPACT

There are no fiscal impacts associated with the review of the revised job description.

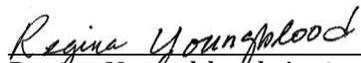
STRATEGIC ROADMAP

N/A

Prepared by: Wayne Smith, Human Resources Analyst I

Recommended by: Kakshi Master, Acting Deputy Director of Human Resources

Approved by:



Regina Youngblood, Assistant City Manager