



TOWN OF FAIRFAX

STAFF REPORT

April 21, 2021

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager

SUBJECT: Conduct random drawing of names from the qualified applicant pool and business community, and appoint/ratify members to serve on the Community Interview Panel for the Police Chief recruitment; and appoint a Council subcommittee to debrief the Community Panel

RECOMMENDATION

- 1) Conduct a random drawing to select two names from the pool of At-Large applicants for the two primary representatives and two alternates.
- 2) Conduct a random drawing to select one primary member and one alternate from the pool of Business representatives.
- 3) Appoint the at-large, business, and alternate representatives to the interview panel.
- 4) Ratify the appointment of representatives from the RESJ/PPPSA, Volunteer Board, and Chamber of Commerce to the Community Panel.
- 5) Appoint a two-member Council ad-hoc subcommittee to debrief the Community Panel and report back to the full Council.

DISCUSSION

At its March 17th meeting, after deciding to conduct an internal recruitment process for the next Police Chief, the Council also decided to form a community panel to interview the candidate for the Police Chief position. The panel is to be comprised of seven (7) members: one Volunteer Board member, one Racial Equity and Social Justice Committee (RESJ) member, one Police Practices and Public Safety Alternatives (PPPSA) subcommittee member, one Chamber representative, one business representative, and two (2) at-large members.

For the community at-large members, staff created an online application form with a deadline of April 13. Applications were received from the following Fairfax community members:

1. Ted Pugh
2. Patrece Bryan
3. Nancy Rogers
4. Mallory Geitheim
5. Keith Silva
6. Jane Richardson Mack
7. Douglas Cooper
8. Don Carney
9. Andrew Marshall
10. Edmond (Jay) Avis

For the Business representative, staff has received letters of interest from the following:

1. Brenna Gubbins, Live Water Surf Shop
2. Michael Mackintosh, Marin Town and Country Club
3. Paul Fradelizio, Fradelizio's Restaurant
4. Augie Venezia, Fairfax Lumber

As the deadline for business applications is April 19, we may receive more letters of interest after the publication of this report.

Similar to the process used to select applicants for the interview panel for the Planning and Building Services Director, staff is recommending a random drawing to select from the qualified applicant pool to select the two community members and the one business representative. We also recommend the Council select two alternate community representatives and one alternate business representative in case the primary representative(s) cannot attend the scheduled time for the interviews.

The other 4 members on the panel were selected by their representative groups, as follows:

1. Volunteer Board member: Sam Silverstein
2. RESJ/PPPSA members: Alexandra Rosen, Sophia Martin
RESJ/PPPSA alternates: Tayu Neogy, Veronica Geretz
3. Chamber of Commerce member: Kaz Bagley

The Council will need to ratify the appointments from these respective bodies.

Typically, the Community Interview Panel would meet with the Town Manager after the interview to provide their feedback on the applicant. However, if the Council would like to be included in the debrief of the Community Panel it would need to assign a subcommittee of two Councilmembers to do so. The Brown Act prevents the entire Council from meeting privately with the Community Panel.

The Council will need to appoint/ratify all seven members and their alternates to the Panel. All members should reserve the following dates: April 28th, 30th, May 7th, 10th, or 11th for the interviews. We anticipate the interview and debriefing process will take approximately 1.5-2 hours. All Community Panel members will be required to sign confidentiality agreements to ensure the integrity of the process and compliance with personnel rules and regulations.

FISCAL IMPACT

None at this time

ATTACHMENTS

None