

**CITY OF RICHMOND, CA  
HUMAN RESOURCES MANAGEMENT DEPT.**

PERSONNEL BOARD  
REGULAR MEETING

HRM CONFERENCE ROOM  
1401 MARINA WAY SOUTH

**MARCH 23, 2006  
MINUTES**

The Regular Meeting was called to order by Chairperson Sidwell at 6:34 p.m. Roll call was as follows:

Present: Joanne Sidwell, Chairperson  
Lewis West, Vice Chairperson  
Jodi Lines, Board Member  
(vacancy)  
(vacancy)

In Audience: Chris Magnus, Police Chief  
Leslie T. Knight, Assistant City Manager/Human Resources  
Mgmt. Director  
Donna Newton, Personnel Analyst II, HRM  
Lisa Carter, Administrative Secretary, HRM

1. **APPROVAL TO ESTABLISH THE NEW CLASSIFICATION  
SPECIFICATION OF DEPUTY POLICE CHIEF – CITY MANAGER**

Leslie Knight, Assistant City Manager/Human Resources Management Director, provided a brief overview of the item, stating that the new Police Chief has been undergoing a structural and cultural reorganization of the department and needs to staff two Deputy Police Chief positions which directly report to him. The Chief has a plan to implement a program called COMSTAT, also known as Computer Statistics. He will divide the City into three sectors and have three Captains who will each be responsible, with Lieutenants, Sergeants, and Police Officers for each area. Consequently, the two new positions will help to streamline the delivery of services, provide greater efficiencies, and fully utilize the capabilities of staff. They will be instrumental in assisting the Chief in developing and implementing this vision and provide oversight and management to several functions of the department, develop policies and procedures, and help coordinate the training function, which has been languishing.

Vice Chairperson West acknowledged the need to reorganize the department and supported approval.

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Board Member Lines questioned if the positions would be additional or promotional allocations from within the department.

Chris Magnus, Police Chief, replied that promotions would come from within the department. Currently, the entire patrol function of the City is under the guise of one Captain, which is excessive and risks accountability. They hope that by having three sectors divided amongst three Captains, and breaking it down further by neighborhoods, will build geographic responsibility, accountability, and trust between neighborhoods, and the two Deputy Police Chiefs will be instrumental.

Chairperson Sidwell asked for clarification, and questioned if there were vacancies now that the two positions are replacing. Ms. Knight explained that two new positions are being created, and the City will be backfilling behind the two vacant positions. She stated the two positions are exempt and not represented and are part of the Executive Management ordinance. The classification of Police Administrative Manager still exists, but the individual is no longer there and it has not been filled since that individual left the City.

Vice Chairperson West referred to *Physical Requirements* and questioned the requirements for various "specific vision abilities." He questioned if this would come under 20/20 vision or corrective lenses, and he asked if they could be achieved. Ms. Knight clarified that the requirement is adhered to as long as the specific vision ability is correctable with contact lenses, glasses, or other means.

Vice Chairperson West made motion for approval to establish the new classification specification of Deputy Police Chief (City Manager); seconded by Board Member Jodi Lines. Item was approved by the following vote: AYES: Mr. West, Ms. Lines, and Ms. Sidwell.

### 2. PUBLIC COMMENT

There were no public comments.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,



Leslie T. Knight  
Assistant City Manager/Human Resources Management Director