



Public Sector
SEARCH & CONSULTING

Ms. Donna Gayden
City Manager
City of Long Beach
1 West Chester Street
Long Beach, NY 11561

Via email: dgayden@longbeachny.gov

Ms. Gayden:

Public Sector Search & Consulting is the only search firm in the U.S. to focus exclusively on recruiting police executives. Our recruiters are former police chiefs who have extensive knowledge and expertise in both contemporary policing and recruiting. We would be honored to partner with the City of Long Beach to develop a finalist selection process that involves both internal and external stakeholders.

As President/CEO of Public Sector Search & Consulting, I will be your Project Consultant and your sole point of contact. I have led 25 police chief searches in the past three years. We believe our experience and knowledge in police executive selection will add value to your on-going selection process. We suggest scheduling a finalist process for early November (Ideally, before the national elections). This should provide sufficient notice to the community and employees while preserving your current candidates' interest in the position. Our proposal outlines the scope of our services and I would be happy to discuss our methodology with you further.

Please do not hesitate to contact me if you have any questions or need additional information.

Sincerely,

Gary D. Peterson

Gary Peterson, MS JD
President/CEO – Chief of Police (ret.)

EXPERIENCE AND QUALIFICATIONS

Company Overview

Public Sector Search & Consulting, Inc.
FEIN: 47-3569920
6520 Lonetree Blvd. Suite 1040
Rocklin, CA 95765
Website: www.publicsectorsearch.com

Contact Person

Mr. Gary Peterson, President/CEO
(916) 622-5323 (cell)
(916) 789-9990 (office)
gary@publicsectorsearch.com

Firm Qualifications. Public Sector Search & Consulting is the only search firm in the U.S. to focus exclusively on recruiting police executives. Our recruiters are former police chiefs who have extensive knowledge and expertise in both contemporary policing and recruiting.

Current Workload. Based on our workload, PSSC would be able to start the search for your next police chief immediately. Our recent police chief searches include:

- Metropolitan Police Department of Nashville & Davidson County, TN (Selection)
- City of Beacon, NY (Recruiting)
- City of Opa-Locka, FL (New Search)

RACE & EQUITY STATEMENT. PSSC works with our clients to identify and remove traditional barriers that discourage potential underrepresented applicants from becoming police chief candidates. We celebrate race, gender, nationality, ethnicity, and our nation's veterans. Our firms' record of attracting diverse candidates in police chief searches exceeds industry standards. In more than **60%** of our police chief searches, the hiring authority has selected a candidate from a traditionally underrepresented group, while the national average for public sector search firms is under **30%**.

INSURANCE. Public Sector Search is insured through Lloyds of London and Markel FirstComp as follows:

General Liability – Commercial	\$1,000,000	Each occurrence
	\$3,000,000	General Aggregate
Automobile Liability	\$1,000,000	Bodily injury (per person)
(Hired and Non-Owned)	\$3,000,000	Bodily injury (per accident)
Workers Compensation	\$1,000,000	Per Accident
Professional Liability	\$2,000,000	Per occurrence

KEY PROJECT STAFF

Mr. Gary Peterson, Project Consultant President/CEO - Chief of Police (Ret.)

If selected, the firm's founder, Mr. Gary Peterson, will be the principal recruiter and project consultant. Mr. Peterson has successfully managed and recruited national candidates in 25 different police chief searches over the past three years, including five (5) Major U.S. cities: Seattle, WA, Dallas, TX, Kansas City, MO, San Francisco, CA, and Sacramento, CA. Mr. Peterson is currently assisting the Metropolitan Government of Nashville & Davidson County, TN, in their police chief search and selection process.

Mr. Peterson brings a combined 30 years of public sector employment and executive recruiting experience to each search. Before entering the executive search profession, Mr. Peterson was an appointed police chief in Martinez, California. Mr. Peterson possesses a deep understanding of mission-driven police organizations and the trends, opportunities and challenges facing police executives in the 21st century. He has extensive experience working with mayors, city administrators, City managers, City councils, commissions, and search committees delivering professional executive search services. Before founding PSSC, Mr. Peterson worked for a large firm recruiting executives for government positions that included all department heads.

Mr. Peterson holds a Juris Doctor from John F. Kennedy University, School of Law, an M.S. in Criminal Justice from California State University, Sacramento, and a B.A. in Sociology from the University of California, Riverside. Mr. Peterson is a graduate of both the FBI National Academy and the Senior Management Institute for Police (SMIP) in Boston, MA. Mr. Peterson is a current member of the International Association of Chiefs of Police, National Association of Women Law Enforcement Executives, the Police Executive Research Forum, and the FBI National Academy Associates.

RECENT TRACK RECORD

Proven Results. Public Sector Search & Consulting (PSSC) has a solid reputation for providing outstanding service and has enjoyed great success in recruiting impressive and diverse candidates for our clients. In the past 36 months, we have completed police chief searches for more than twenty-five jurisdictions throughout the country, including the following cities:

- **City of Boulder, CO**
 - Placement – Maris Herold, Chief of Police, University of Cincinnati, OH
 - Features of the search – Hosted two community meetings, an employee forum, conducted a department survey, hosted a community forum, and coordinated five interview panels
- **City of Redmond, WA (home of Microsoft Corporation)**
 - Placement – Darrell Lowe, Captain, Santa Monica Police Department, CA
 - Features of the search – Hosted two community meetings, an employee forum, conducted a department survey, and coordinated five interview panels
- **City of Grand Rapids, MI (pop. 195,000)**
 - Placement – Eric Payne, Deputy Chief, Grand Rapids Police Department, MI
 - Features of the search – Hosted two community meetings, conducted both department and community surveys, coordinated six-panel interviews, moderated a "meet the candidates"
 - community event, facilitated a mock press conference and final interviews

- **City of Syracuse, NY (pop. 150,000)**
 - Placement – Kenton Buckner, Chief of Police, Little Rock Police Department, AR
 - Features of the search – Collaborated with a 12-person search committee, conducted department survey, and coordinated interviews by the search committee and Mayor

- **City of Albany, NY (pop. 98,000)**
 - Placement – Eric Hawkins, Chief of Police, Southfield Police Department, MI
 - Features of the search - Hosted two community meetings, conducted department survey and coordinated interviews with the search committee and Mayor's panel

- **City of Seattle, WA (pop. 700,000) ***
 - Placement – Carmen Best, Deputy Chief, Seattle Police Department, WA
 - Features of the search - Hosted 14 community meetings, collaborated with a 25-person search committee, conducted department and community surveys

In 2017, Mr. Peterson was the Project Consultant and client contact on the following projects:

- **City of Dallas, TX (pop. 1.2 m) ***
 - Placement – Renee Hall, Deputy Chief, Detroit, MI

- **City of Sacramento, CA (pop. 485,000) ***
 - Placement – Daniel Hahn, Chief of Police, Roseville, CA

- **City of San Francisco, CA (pop. 845,000) ***
 - Placement – William Scott III, Deputy Chief, Los Angeles Police Department

- **City of Kansas City, MO (pop. 460,000) ***
 - Placement – Richard Smith, Police Major, Kansas City Police Department

SCOPE OF SERVICES

Proposal. Public Sector Search & Consulting, Inc. proposes an inclusive finalist process for the Police Commissioner position that seeks to engage the community and the department to gather additional input on the finalist candidates that will inform the hiring authority's final decision.

Scope of Services. Our approach to executive search is innovative and strategic. We believe trust-building activities are fundamental to the selection process because engagement increases trust and provides legitimacy for the selection of the next Police Commissioner.

*Covid-19. While the coronavirus pandemic will challenge our ability to engage every segment of the community, we have significant experience conducting outreach on Zoom and WebEx. Our proposal assumes many interactions with the community, staff and candidates will occur virtually. If social distancing measures are eased, we are open to revisiting our proposed strategies.

Task 1 - Project Management Meeting. As the President of Public Sector Search, I will be the Project Consultant and meet with the City Manager to discuss project management on the search and facilitate the development of the finalist selection process. In this meeting, we will discuss and confirm the timeline, identify roles, and collaboratively map out the entire process. I will be the point of contact and will be present, accessible, and responsive to concerns and issues that may arise throughout the Finalist Process.

A. Components of the Finalists Process. We will work with the City Manager and staff to develop a system that helps distinguish between the finalists. This process may have virtual components but will likely be in-person. The finalist process may include some or all of the following:

- a. Candidate Forum with Police Employees (Virtual)
- b. Candidate Forum with Community Members (Virtual)
- c. A Final Interview with the City Manager

Task 2 - The suggested Finalist Process would include one-full day of forums and the following morning a final interview with the City Manager.

A. Candidate Forum for Community. PSSC will partner with the City to host a Candidate Forum for the Community over Zoom or another platform provided by the City.

- PSSC will develop an announcement/notification of the Finalist Process that includes the date and time for a Candidate Forum with the Community (Virtually)
- Notification will also ask community members to propose questions for the candidates
- Notification will contain an email link so the questions can be captured by the Project Consultant
- PSSC will rely on City staff to advertise the Candidate Forums through the City's traditional community network to ensure participation.
- The Candidates will be onsite with the Project Consultant, who will moderate the forum. We will adhere to all COVID mask and social distancing requirements.
- The Project Consultant will open the forum, ask the questions, provide a link to the community to provide feedback before closing the event.

B - Candidate Forum with Police Employees. PSSC will partner with the City to host a Candidate Forum for the Police Employees over Zoom or another platform provided by the City.

- PSSC will develop a notification/announcement that includes the date and time for a Candidate Forum with Police Employees (Virtually)
- Notification will also ask Department Members to propose questions for the candidates
- Notification will contain an email link so the questions can be captured by the Project Consultant
- PSSC will rely on City staff to advertise the Candidate Forum for Police Employees through the City's email system to ensure department employees are able to participate in the process.
- The Candidates will be onsite with the Project Consultant, who will moderate the forum. We will adhere to all COVID mask and social distancing requirements.
- The Project Consultant will open the forum, ask the questions, remind the virtual audience about the feedback portal and provide a link for Police Employees to provide feedback before closing the event

1. **Technical Assistance.** We would all handle logistical matters, however, will need onsite IT and AVI assistance from the City.

- Live Zoom for the Community Meeting
- Live Zoom for the Department Meeting to a link provided to Department Members
- Record both events.
- Post Community Event on Website with Link to Feedback Survey
- Provide a link to Department members who were unable to attend the forum
- Provide a link to Department members to provide feedback

Task 3 – Collect Feedback on Candidates. PSSC will collect online feedback from both the Community and the Department. The input will be presented to the City Manager as an unredacted report.

Task 4 – Finalist Interviews. We suggest the Finalist Interviews with the City Manager take place the morning following the Candidate Community and Department Forums.

- Should the feedback prompt additional questions for the candidates, a secondary interview can be arranged with the candidate(s).

Task 5 - Negotiations and Extending the Offer. When a candidate is selected, the Project Consultant will assist, if desired, with negotiations and an employment offer. Throughout this stage of the process, we will continue to act as an agent of the City and represent the City's interests according to its directions.

Task 6 - Closing the Search. After the offer is accepted, we will contact the remaining candidates and notify them about the outcome of the search.

PROJECT COST

Project Cost. The total cost to the City of Long Beach for professional services for a finalist selection process for the position of Police Commissioner is a professional services fee of **\$9,500 plus expenses not to exceed \$3,000**. The professional services fee includes all the project staff's time and energy devoted to the scope of services.

*Project consultant will be onsite up to 1.5 days. Additional days onsite beyond 1.5 days will be billed at \$1000 half-day and \$2000 per day, including travel expenses and must be approved in writing in advance.

Expenses – Include planned consultant travel expenses, required research, internet searches, education checks, and comprehensive background screening report on finalist candidates. We only bill for incurred expenses.

Invoicing. We will invoice the City in two payments in conjunction with identified milestones.

Milestone Payment Schedule as Follows:

- 1st Payment – After the contract is signed - \$5,000
- Final Payment – After the City Manager Process - \$4,500 + incurred expenses

Background Investigations. The City will be responsible for the costs of a police background investigation on the selected candidate. We will help facilitate the selection of a capable firm that specializes in police executive background investigations.

Exceptions. We will not be responsible for candidate expenses related to onsite interviews.

Exclusion. Typically, Public Sector Search & Consulting, Inc offers a one-year guarantee on our full search process. If the placement voluntarily resigns or is dismissed for cause within one year after appointment, PSSC will conduct another search without additional charges for professional services. Here, we did not conduct the original search and this engagement is considered a partial search. Consequently, our one-year guarantee is specifically excluded.

REFERENCES

Ms. Amy McMahon

City of Boulder, CO - pop. 107,000

Management Analyst

(303) 441-1924

McmahonA@bouldercolorado.gov

Recruitment: Chief of Police – 2020

Project Director: Mr. Gary Peterson

Mr. Mark Washington

City of Grand Rapids, MI – pop. 200,000

City Manager

(817) 689-6571

mwashington@grand-rapids.mi.us

Chief of Police – 2019

Project Director: Mr. Gary Peterson

Ms. Jellisa Joseph

City of Albany, NY – Population 98,000

Chief Diversity Officer

(518) 434-5049

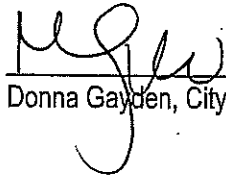
jjoseph@albanyny.gov


Recruitment: Chief of Police – 2018

This proposal is submitted by Public Sector Search & Consulting, Inc. (PSSC) will remain in effect for 90 days. Mr. Gary Peterson is the President /CEO of authorize to bind the company.

The City of Long Beach, NY

Public Sector Search & Consulting, Inc.

 10/9/2020
Donna Gayden, City Manager Date

 10/07/2020
Gary Peterson, President/CEO Date

LONG BEACH, NY - POLICE COMMISSIONER – TIMELINE

POTENTIAL PROJECT TIMELINE- SCENARIO	<p>The final project timeline will be customized for the City of Long Beach at the project management meeting:</p> <p>STAGE OF PROCESS</p>
October 12th-13th	<p>Define Needs: Project Consultant</p> <ul style="list-style-type: none"> • Execute Contract • Review project management and search design • Map out the entire process/Confirm timeline on Zoom • Select process date(s)
October 14th-23rd	<p>Execute Process</p> <ul style="list-style-type: none"> • Advertise Candidates Forum for Community • Advertise Candidate Forum for Police Employees • Develop links • Handle logistics in advance
October 26th-27th	<p>Selection & Appointment</p> <ul style="list-style-type: none"> • Hold Candidates Forum for Community • Hold Candidate Forum for Police Employees • Collect Feedback • Hold City Manager Interviews
November 2nd	<p>Background & Negotiations</p> <ul style="list-style-type: none"> • Background Investigation is the responsibility of the City • PSSC consultant will assist in negotiations and presenting an offer. • The selected candidate will start by January 4th or a mutually agreeable date