

**INVER GROVE HEIGHTS SPECIAL CITY COUNCIL MEETING
THURSDAY, NOVEMBER 9, 2017- 8150 BARBARA AVENUE**

1. CALL TO ORDER and 2. ROLL CALL

The City Council of Inver Grove Heights met in a special session on Thursday, November 9, 2017, in the City Council Chambers. Mayor Tourville called the meeting to order at 6:00 p.m. Present were Councilmembers Bartholomew, Perry, Piekarski Krech, and Hark; City Attorney Kuntz, City Administrator Lynch, Springsted Waters Representative Sharon Klumpp,

3. POLICE CHIEF CANDIDATE DISCUSSION AND SELECTION

Mayor Tourville stated that the meeting is in regard to the city's Police Chief candidates. We had spoken about starting a ranking of the applications. From that ranking we will take a look at having further discussion on the top two selected.

City Attorney Kuntz stated the objective with the five candidates was to have a process where discussion can focus on a lesser number. After the Council has expressed preference initially, Sharon Klumpp from Springsted Waters could outline the process she believes would help us dwindle down candidates.

Sharon Klumpp, Springsted Waters, suggested they identify the top two candidates to facilitate further discussion. She went through an overview of the search process. On July 10th and 13th, they held a number of listening sessions. Those sessions included meeting with the City Administrator, the HR Manager, and the department heads. She stressed what they did within the Police Department, as they made an effort to meet with as many members of the department, both Civilian and Sworn, as possible. They had great participation and the police officers appreciated meeting with them. On August 18th they did a lot of work with the development of the recruitment brochures. She stated that she was impressed by the council's desire to undertake in a Stakeholders survey. A survey was designed and was brought forward. She stated that someone on Council suggested the Stakeholder survey be passed out during Night to Unite. We received comments from 291 individuals, she stated that 250 were Inver Grove Heights citizens. Usually they only get about 100 surveys. She stated that 87 people also provided additional comments. As the council worked on all parts of this process they kept in mind the things that were most important to the respondents of the survey. On August 18th they received approval to move forward with the recruitment brochure and started to do advertising on a variety of sites such as the City Website, Springsted Website, LinkedIn, MN Police Chiefs Assn., MN Post, League of MN Cities, as well as several others. Over 460 recruitment letters were sent to prospective candidates, including potential candidates who work in similar size communities. They were also aware of potential internal candidates and included those in that outreach. All Council members, the City Administrator, and a few designated staff members completed a questionnaire. She stated it was important to identify the competencies, motivating factors, and the behaviors the council felt were important for the Police Chief position. She stated that results were compiled, and from those, came forward the benchmark that expresses what you feel are important in the position. On September 22nd, we had 33 applications. Ms. Klumpp stated an additional application came in on November 1st, for a total of 34. When the last one arrived, we were in the middle of moving forward, but from their review of it, there wasn't anything that suggested that person had the

qualifications that you were looking for so it wasn't moved forward. The applicant pool was very deep, many had public safety management experience. We went through those and selected the people we thought had the closest criteria. We came out with 15 applicants. Those applicants received two questionnaires. The first one was for background and experience. The second one had questions regarding disciplinary actions, terminations, etc. We looked to the candidates to disclose that information. The candidates sent information back to us on September 27th. Based on that review we moved from 15 applicants to nine. All candidates completed a video interview. We had three people that withdrew. That is no reflection on the City of Inver Grove Heights, they were for personal circumstances. We were then left with six. The video was made available to the Mayor, Council, and the City Administrator to review and provide feedback and rate. That rating was another data point, as this wasn't a pass/fail. That led to a discussion on the number of people you wanted to bring forward. She stated the council wanted to bring forward five people and did so on October 25th. Once that was done, she stated the council had candidates complete the Leadership Management Style Assessment, so we could compare their responses to your benchmark. We also received their consent and got background checks. We contacted references for candidates to find a mix of people they supervised or reported to, etc. Interviews were held yesterday. The interview process consisted of an individual tour that was led by the City Administrator. They also met with two interview panels. One panel was the City Council, and another was comprised of City department heads, two members of the Police Department, one of which was a Patrol Officer, the other was a Sergeant. We also had the Superintendent from School District 199. The Superintendent for School District 196 also wanted to come but was unable to attend. We had the interview panel members provide qualitative feedback, as we wanted them to have their thoughts, what they saw, what they noticed were strong, etc. We also had a meet and greet last night. Informal count on attendance was about 60. Some people filled out comment cards. Today we forwarded additional information to the City Council. We asked the City Administrator to provide an observation of the candidate tours. We provided feedback from the interview panel and the information obtained off the comment cards. Hopefully with the culmination of this process we have learned a lot to get us to this evening.

Ms. Klumpp stated that the next proposal is to go around the Council table to let us know your top two candidates and have a general discussion about those candidates. Then you can consider the candidate that you would like to move forward.

Mayor Tourville stated he has Rich Clark and Sean Folmar.

Councilmember Perry stated she has the same two, Clark and Folmar.

Councilmember Piekarski Krech stated she has Schnell and Clark.

Councilmember Bartholomew stated he has Schnell and Clark.

Councilmember Hark stated he has Schnell and Clark.

Ms. Klumpp stated we have three names that have come up through this process. Sometimes it's helpful to go one by one to speak about what was important about the candidate that resulted in your choosing.

Councilmember Piekarski Krech stated she would have liked to have taken something from each one of them as each had very strong points in particular areas. She felt we needed diversity. Both Mr. Schnell and Mr. Clark have had more experience in working with diverse populations, as well as with other issues outside our departments, having worked with larger departments. Ours is small and there hasn't been the experience with a lot of different things and different people.

Councilmember Perry stated through this whole process she has made her own personal ranking. She felt the overwhelming consensus with feedback from phone calls, emails, from citizens, and the interview panel, aligned completely with the top two she has selected.

Councilmember Bartholomew stated the interviews were extensive. He commented at each interview point the candidate that he would pick, Paul Schnell, had the answers he felt were important. Diversity was important, as well as the breadth of knowledge and strength in Community, and how to bring the Community in alignment with the Police Department. The credentials, the understanding of the focus it would take to have the Community to partner with the Police force, and then have the Police force be the face of the Community and public safety. Written material that was provided was on point for what he was looking for. Interviews, both verbal and video, was the deciding point for candidate Paul Schnell.

Councilmember Hark stated this was the most thorough process the City has gone through in his experience here, which is nearly 20 years. He looked at a number of factors. We had five good candidates. That is a blessing and a curse as it becomes difficult. He looked at criteria that the consultant helped draft and Mr. Schnell and Mr. Clark rose to the top. We need top shelf communication people in that position. They need to communicate internally and externally. He is looking for people that have proven experience with successful community engagement. We have a fairly young Police department. One of the reasons Mr. Schnell stuck out to him, was his experience in Hastings and Maplewood, he stated it will be a plus for the entire department. We have issues coming up dealing with body cameras. We need people that have experience with those, and have experience sharing resources with other departments. The Police Department, the City Administration, everyone, is in the position of customer service. We need a leader that internalizes that. He commented this is not a small town any more. Look over by Target and see its growth. We are going to be closing in at 50,000 people at some point and that represents big change. He would like to see Paul Schnell as the next Police Chief, but he was also very impressed with Rich Clark.

Mayor Tourville stated we had a small piece in looking at this process. It's important that we find a fit for the City of Inver Grove Heights. He took a look at one of the candidates and said that person has been doing the job. That is important. Some Police Officers have reached out with their ideas and thoughts. You can hire the best person in the world to do the job but if they are not given the direction, from here and the City Administrator, the person can't do anything. It's the Council that takes a look at the vision of the City and instills it, and the department heads coming forward. It has been a lot of different Cities, large and small, and then also taking a look at it from a Sheriff's perspective. He took a look at Rich and Sean as being his top two candidates. He had more questions about the other three than he did about those two to serve the citizens of Inver Grove and to be able to work within our group. The City needs to look at change. Can change happen from the same people or different people? He commented that the process was very good.

Ms. Klumpp asked if anyone had any observations or information they wanted to share based on the round robin of talking since the interviews?

Councilmember Perry felt it was interesting to see the three of them liked Schnell, because in looking through the feedback and talking with Schnell last night, she just doesn't see him as a good fit. She sees him going in there and bull dozing the department and making it worse than it already is. He has said that he will be here three to five years. He said that at Maplewood too, and the last two he said he would be there the minimum of what he has said he was going to be there. She doesn't see him being a fit in the department. He has the leadership and the experience, but she doesn't see him as the city's Police Chief.

Mayor Tourville took a look at different pieces in terms of experience, interviews, the answering of questions. You know who number one is. Paul Schnell. He was articulate, precise, and it was very good. If we were hiring a spokesperson he would be the right person. There is a lot more to it. He stated he looked at references and other pieces. Some did good on the video, some did bad, but that's just a piece. There's more to the Police Chief than morale. He took notes on some great ideas that he heard last evening that he hopes we can do going forward, for example, body cameras, canines, etc. Ratings were different for some of the different parts of the info. He mentioned that we had another internal candidate that did very well, but just was not ready. After this is all over, he wanted to talk to Josh Otis and thank him for applying. It was probably a better experience for him than it was for us, but we appreciated that he took the time and effort.

Councilmember Hark stated we don't have a bad Police department, we have a good Police department. He stated he wants to make it the best it can be. We have been given all sorts of data points, that's the benefit of hiring the consultant. We received emails, calls, and texts. It is nice to do what most people want. He also heard from people who expressed a need for change, not only in the department. He commented this is a young department, if we can turn it into a different direction, we can have an even better department. Especially with a good strong leader who has some experience. We will end up with one of the best Police departments in the State if we do this right. He isn't saying there isn't one of these five that isn't qualified, but they need to make a decision. The decision that he is willing to make is that we need change, and that's why he picked Schnell and Clark. He reiterated that we do not have a bad Police department and it has not been run badly in the interim. He is interested in some change here and seeing which direction we can go to make it even better.

Councilmember Bartholomew agreed with Hark in that every candidate they saw yesterday could be a Police Chief. We have to determine the best. It was clear to him that there is a ranking of one through five. Mr. Schnell answered key issues he was looking for including: mentorship, staff development, development in things on the horizon, community policing, bodycams, and issues concerning social media. He seems to be the most versed in those issues. He wants to see an improvement and see the Police force grow. He commented we are soon to be a City of 45,000 people and we need a high-quality Police department and he thinks Mr. Schnell will bring us in that direction. He is thankful for Interim Police Chief Sean Folmar, as he came into a position that was very difficult and has done a very good job. He will be a Police Chief someday, and any one of these candidates would serve a Community as a good Police Chief. He doesn't think Mr. Schnell is going to be a bulldozer.

Mayor Tourville observed that Rich Clark made every list, as either a one or a two. Schnell did not. Sean did not. Those are the three names that have been mentioned.

Councilmember Piekarski Krech stated there wasn't a huge separation between one and five. It was in looking at some of the experience that made her look at it differently. She has spoken to several Police Officers, both in and outside the Community. Because so many of our Officers are young, she thinks we need to bring in some new leadership at this point because we have stayed with the same. While you should be able to move through the line, sometimes you need to bring different in to refresh. She commented we don't have a bad Police department or City. Everyone wants to complain, but instead of complaining you need to come up with the positives we have, and we have a lot of them. We have a lot of very dedicated people and Police Officers who live in this City.

She felt Clark made everyone's list because he has lot more energy than anyone she has seen.

Mayor Tourville stated one of the thoughts was we come from the five to a lesser amount and put those names forward.

Councilmember Hark would like to see us put names forward and vote.

Mayor Tourville questioned if we needed another meeting? Maybe to discuss how we think.

Councilmember Hark said it would be nice to talk about this for another six months, but we have been given so much data and information that he would personally like to move forward with this at this time.

Councilmember Bartholomew was in agreement with Hark in that the time has come to make a decision. If the candidate we discuss doesn't want the position, we discuss it further at that point.

Councilmember Perry also would like to have this taken care of tonight.

Councilmember Piekarski Krech agreed as well.

Mayor Tourville stated we look at a motion and go forward from there.

City Attorney Kuntz had the opportunity to speak with Sharon Klumpp and HR Manager Janet Shefchik about the form of the motion. Our thought is that the form of the motion would be to move to select and appoint whoever you want to move ahead as the Inver Grove Heights City Police Chief subject to the following: Subject to a review of the background checks, subject to a review of the psychological evaluation, subject to the pre-employment physical, subject to the selected candidate accepting a conditional employment offer of salary and benefits and approval of those salary and benefits eventually by the Council. That is the form of motion that you should make.

Councilmember Bartholomew accepted that form of motion.

Motion by Councilmember Bartholomew, second by Hark, to suggest Paul Schnell under the conditions that Mr. Kuntz just read as follows: He is subject to a review of the

background checks, subject to a review of the psychological evaluation, subject to the pre-employment physical, subject to the selected candidate accepting a conditional employment offer of salary and benefits and approval of those salary and benefits eventually by the Council.

**Ayes: 3 (Piekarski Krech, Bartholomew, Hark)
Nays: 2 (Tourville, Perry) Motion carried.**

Mayor Tourville stated Janet Shefchik, Joe Lynch, and Mr. Kuntz will take a look at the details and the connection and we will be back to the City Council with the information. The audience should know this isn't a two-day process. This could be completed in two weeks or so.

4. ADJOURN

**Motion by Piekarski Krech, second by Perry to adjourn.
The meeting was adjourned by a unanimous vote at 7:44 pm.**