



Agenda Report

19-1265

Agenda Date: 11/18/2019

REPORT TO CIVIL SERVICE COMMISSION

SUBJECT

Action to Modify the Examination Weighting Plan for Police Officer

BACKGROUND

The Human Resources Department requests Commission approval of a modification to the examination weighting plan for Police Officer to remove the qualifying written and performance components and keep the exam weighted at 100% oral, for the reasons described further below. This request is based on the authority of Civil Service Rule 3.1, "The Commission shall determine whether the examination shall consist of a written, oral, or performance, or psychological, investigative, physical test, or any combination thereof, and shall indicate the procedure in the announcement." This request has been coordinated with the Police Department.

DISCUSSION

The Human Resources has reviewed the exam weighting plan with the Police Department and recommends removing the qualifying written and qualifying performance exams from the recruitment process for the Police Officer (lateral) classification.

Currently, in order to qualify to be a Police Officer, applicants must *either* possess two years of full-time experience with a sheriff's department, state police, highway patrol, or municipal police officer, *or* have completed the California Police Officer Standards and Training (POST) Basic Police Academy as a Recruit Police Officer with the Santa Clara Police Department. As part of the current application process, lateral applicants submit a POST Entry Level Law Enforcement Test Battery (PELLETB) examination to meet the qualifying written exam, and a POST physical ability exam to meet the qualifying performance exam. Lateral candidates typically do not possess these certifications since they are often only required at the Recruit Police Officer entry level classification. Candidates that apply to be a Police Officer through our lateral Police Officer recruitment have been deemed to meet POST standards, through their employment with other law enforcement agencies. Therefore, for lateral Police Officer recruitment, it is recommended to remove the qualifying written and performance components and keep the exam weighted at 100% oral. It is anticipated this will expand the applicant pool for lateral Police Officers.

There are no recommended changes to the class specification for Police Officer.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There is no fiscal impact to revising the class specification.

PUBLIC CONTACT

Public contact was made by posting the Civil Service Commission agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov [<mailto:clerk@santaclaraca.gov>](mailto:clerk@santaclaraca.gov) or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Approve the modified exam weighting plan of 100% oral for Police Officer

Reviewed by: Aracely Azevedo, Assistant Director of Human Resources

Approved by: Teresia Zadroga-Haase, Director of Human Resources

ATTACHMENTS

1. None