

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
COMMITTEE OF THE WHOLE
AUGUST 13, 2019
WORK SESSION
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
7:30 P.M.

1. Police Chief Recruitment

Point of Contact: Damon Hodges, City Administrator
Art Davis, Baker Tilly

ADJOURNMENT

Memo



To: Mayor Michael McDonough; Alderman Frank Hunt; Alderman Greg Walters; Alderman Jim Aziere; Alderman Jason Greene; Alderman Ryan Myers; Alderman Janet Emerson; Alderman Bill Van Buskirk; Alderman Mary Jane Van Buskirk; Alderman Bonnaye Mims; and Alderman Derek Ward

From: Damon Hodges, City Administrator 

cc: Missy Wilson, Assistant City Administrator
Teresa Henry, City Clerk
Debbie Duncan, HR Manager

Date: August 8, 2019

Re: Police Chief Questionnaire

A Work Session is scheduled for Tuesday evening, August 13, 2019, at 7:30 p.m. The purpose of the work session is for the Board of Aldermen to meet with Art Davis, Executive Recruiter with Baker Tilly. Mr. Davis is seeking input for the Aldermen to be used in the development of the brochure for pursuing the Chief of Police candidates.

Please find attached a series of questions and information provided by Baker Tilly. Your answers to these questions will be used to assist in the development of the brochure and evaluation of candidates. Mr. Davis asked if each Alderman would complete the questions below and bring them to the Tuesday evening work session.

We are pleased that Baker Tilly has been retained to assist the City of Raytown with the executive recruitment for your next Police Chief. We have prepared a description of the subject areas we will address during our discussions. This list of questions is intended to frame, but not limit the conversations. Please share this memorandum with those attending the sessions.

The purpose of these meetings is to seek information for the development of a profile for Raytown's Police Department and City organization, identify current high-priority issues, and document the optimal attributes desired in a candidate. We will be seeking further information that will be used to develop a brochure for pursuing candidates.

Here is an example of some of the questions and information we will be seeking from individuals that will be working closely with the new Police Chief.

EDUCATION/EXPERIENCE

We will need your view of the level of academic achievement and professional experience preferred or required for the position. For instance, while an undergraduate degree should be required, do you want to require a Masters' Degree, or just indicate that it is preferred? Are you open to candidates nationwide or do you have a preference for experience in the state of Missouri, or experience from within this region? Is there a size and type of agency (municipal, county, state, and/or federal) that would be preferred?

1. *What education and experience will be important for a candidate to possess in order to be successful in this role?*
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PROFESSIONAL EXPERTISE

2. *Are there areas of advanced training, certifications and specific expertise that would be ideal for a candidate to possess?*
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MANAGEMENT/LEADERSHIP QUALITIES

3. *From your perspective, what types of management and leadership qualities do you consider essential for the position of Police Chief.*
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HIGH-PRIORITY ISSUES

We will request individual viewpoints on the current high-priority issues that the new Police Chief must address in the short-term and longer-term. This could include new initiatives or continuation of current efforts.

- 4. *Identify what you consider to be the highest priority issue(s) the new Police Chief must address in the Police Department during their first year in the position.*

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- 5. *What programs, projects or processes should be implemented or changed by the new Police Chief?*

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ADDITIONAL ISSUES

Please provide us with any other perspective(s) you may have that we have not yet addressed.

- 6. *Please provide any additional information that would be helpful to give Baker Tilly a better understanding of the likely expectations by Raytown residents, employees, and any other desired attributes and experience that would assist the new Police Chief in fulfilling these expectations.*

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Thank you for your time to meet with us and your advice on the criteria for the ideal candidate. We appreciate your confidence in our process and look forward to working with you.



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