

Independent Monitoring Report

Recruitment, Hiring & Promotions

Compliance Assessments by Paragraph

Specific compliance assessments, by paragraph, for the Recruitment, Hiring, and Promotions section are available here. This includes paragraphs where the City gained or lost compliance in the twelfth reporting period, as well as paragraphs with significant developments toward or away from compliance. A fuller description of the history of compliance efforts, methodologies, compliance determinations for each original monitorable paragraphs in the Recruitment, Hiring, and Promotions section is available in *Comprehensive Assessment Part I* (which included *Independent Monitoring Report 8*): <https://cpdmonitoringteam.com/imr-8-1/>.

Recruitment, Hiring, and Promotions: ¶255

255. To further this goal, the City and CPD will publish job descriptions for each sworn member title code, specifying the current duties, responsibilities, and minimum qualifications for each position.

Compliance Progress

(Reporting Period: January 1, 2025, through June 30, 2025)

Preliminary: *In Compliance* (FIFTH REPORTING PERIOD)
Secondary: *In Compliance* (FIFTH REPORTING PERIOD)
Full: *In Compliance* (NEW)

In the twelfth reporting period, the City and the CPD achieved Full compliance with ¶255.

To assess Full compliance, the IMT reviewed documentation, which demonstrated that the City has sufficiently implemented a systematic policy and procedure guided process for developing, revising, and publishing job descriptions for each sworn member, including periodic review of job descriptions. The IMT reviewed a revised IAP 07-01, *Sworn Member Recruitment and Hiring*, which now binds the CPD, Department of Human Resources, the Office of Public Safety Administration, and the Department of Labor to regularly review and revise job descriptions. The policy clearly describes the responsibilities and processes for a triennial review of the job descriptions.

The IMT further reviewed documentation, which demonstrated that the triennial job description process is being conducted as outlined in policy. These documents included an external vendor task order proposal request for the Captain job description, which outlined the parameters for the vendor’s review of the job descriptions. The IMT also reviewed current and past Captain job descriptions, a public web link to the revised, and the newly published Captain job description.

This documentation supports Full compliance with ¶255, thereby demonstrating that a full and systematic process is outlined in policy and is being fully implemented. To maintain Full compliance, the City and the CPD must demonstrate that periodic reviews occur as outlined in policy for each job description, continue to note revision dates on each job description, and provide job analysis reports that result in updates to job descriptions.

Paragraph 255 Compliance Progress History

FIRST REPORTING PERIOD
MARCH 1, 2019 – AUGUST 31, 2019

COMPLIANCE PROGRESS:

Not Applicable

SECOND REPORTING PERIOD
SEPTEMBER 1, 2019 – FEBRUARY 29, 2020

COMPLIANCE PROGRESS:

Not Applicable

THIRD REPORTING PERIOD
MARCH 1, 2020 – DECEMBER 31, 2020

COMPLIANCE PROGRESS:

Status Update

FOURTH REPORTING PERIOD
JANUARY 1, 2021 – JUNE 30, 2021

COMPLIANCE PROGRESS:

None

FIFTH REPORTING PERIOD
JULY 1, 2021 – DECEMBER 31, 2021

COMPLIANCE PROGRESS:

Secondary

SIXTH REPORTING PERIOD
JANUARY 1, 2022 – JUNE 30, 2022

COMPLIANCE PROGRESS:

Secondary

SEVENTH REPORTING PERIOD
JULY 1, 2022 – DECEMBER 31, 2022

COMPLIANCE PROGRESS:

Secondary

EIGHTH REPORTING PERIOD
JANUARY 1, 2023 – JUNE 30, 2023

COMPLIANCE PROGRESS:

Secondary

NINTH REPORTING PERIOD
JULY 1, 2023 – DECEMBER 31, 2023

COMPLIANCE PROGRESS:

Secondary

TENTH REPORTING PERIOD
JANUARY 1, 2024 – JUNE 30, 2024

COMPLIANCE PROGRESS:

Secondary

ELEVENTH REPORTING PERIOD
JULY 1, 2025 – JUNE 30, 2025

COMPLIANCE PROGRESS:

Secondary

TWELFTH REPORTING PERIOD
JANUARY 1, 2025 – JUNE 30, 2025

COMPLIANCE PROGRESS:

Full