

**Jobs Committee Special Meeting**  
**Police Accountability Board**  
**December 14, 2021 at 5:00 PM**  
**Conducted Over Zoom**

**Attendees**

Board Members: Wilson, Harvey, Nickoloff, Tucker  
Staff: Reynolds

Item	Details	Vote	Time
Start of Meeting	<u>Welcome &amp; Introductions:</u> Chair Wilson introduced all members present and called the meeting to order.	N/A	4:58PM
Meeting Discussion	<p>Wilson explained that the purpose of this meeting will be to conduct some job interviews and so that Executive Director Reynolds may provide a quick update on hiring.</p> <p>Reynolds explained that the Job Committee's role is to ensure that the hiring process is fair, open, and equitable. In certain situations, the Jobs Committee conducts interviews to assist the Hiring Committee, which is largely comprised of staff members, in making sure that Staff and the Board are on the same page about what kinds of candidates are being hired.</p> <p>Reynolds gave a brief presentation to update the public on the progress and delays in the hiring of staff. Firstly, he explained the implementation schedule noting that over the past weekend the City completed screening of all initial applicants from October. The PAB may now conduct interviews for all positions that were initially listed. Reynolds explained that the PAB has begun making offers, but that the vast majority of positions are still unfilled. Interviews have only been conducted for a portion of the jobs and where interviews have been conducted offers have not yet been made for all of them. Noted that Staff Attorney positions were one such example and that applicants should not worry if they have not heard back from PAB yet. If the position is still 'open' that means interviews are still being conducted and applicants will be notified once the position is filled. Applicants may email HR at <a href="mailto:HR@CityofRochester.Gov">HR@CityofRochester.Gov</a> to inquire about the status of their application. Reynolds asked that applicants do this first and if additional information is needed to contact the PAB at <a href="mailto:PAB@CityofRochester.gov">PAB@CityofRochester.gov</a>. Reynolds stated that some positions may be re-listed in the future with different minimum qualifications or to obtain a larger hiring pool. Lastly, Reynolds explained that there are 10 new positions that will open soon and that these jobs can be viewed</p>	N/A	

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	<p>at CityofRochester.Gov/jobs. One such position is for 'Accountability Inspector'; the salary for which is \$61,107 - \$80,574 annually. Inspectors will be responsible for investigating officer wrongdoing, investigating RPD policies, practices and procedures, and writing reports. The minimum requirements for the position are a Bachelors' degree and one year of experience in criminal justice, legal affairs or investigations, <u>or</u>, 4 years of experience in criminal justice, legal affairs or investigations without a degree. Reynolds concluded that the PAB is still hiring and asked that everyone spread the word as new positions will be posted in the coming months.</p> <p>Reynolds opened the floor for questions from Board members.</p> <p>Wilson thanked Reynolds for clarifying where applicants can reach out for updates on their application. Board members had no additional questions or comments.</p> <p>Reynolds stated that NYS Open Meetings Law allows Boards and Committees to adjourn to Executive Session in order to discuss certain subject matters. Such subject matter includes anything regarding hiring (i.e. offers of employment) or employee matters. Noted that the rest of today's meeting will be devoted to interviews and suggested that the Board adjourn to Executive Session at this time. Wilson agreed.</p>		
End of meeting	Chair Wilson moves to adjourn meeting and enter into executive session to discuss employment matters. All members in favor. Meeting adjourned.	4-0	5:05PM