



Takoma Park City Council Meeting – March 3, 2021 Agenda Item 5

Voting Session

Single Reading Ordinance Awarding a Contract to Conduct a Promotional Process for the Police Department

Recommended Council Action

Adopt the ordinance.

Context with Key Issues

The Police Department proposes to contract with Resource Management Associates (RMA) to conduct its officer promotional process. The City is able to use the competitively-bid contract of the Maryland-National Capital Park and Planning Commission (MNCPPC), which is very pleased with the company's services.

The regular promotional process is to take place every two years. It should have taken place last fall, but was delayed due to the pandemic. The Police Department currently has vacancies at each of the affected ranks, and hopes to complete the promotional process by June 2021.

The proposal from RMA is to independently develop written examinations and assessment centers for the purpose of evaluating staff to serve in the ranks of corporal, sergeant, and lieutenant. The process will be jointly administered by RMA and the City's Human Resources Department.

An objective promotional selection process open to all eligible candidates should be used. This open process is considered to be a best practice in public safety and is considered to have a less disparate impact on female officers and officers of color.

The contract price of approximately \$15,000 is based on a competitively-bid contract of the MNCPPC. The amount is significantly less than the promotional process in prior years; \$40,000 in funds were included in the approved budget for Fiscal Year 2021.

Council Priority

A Livable Community for All, and an Engaged, Responsive & Service-oriented Government

Environmental Considerations

Adoption of this resolution is not expected to have an environmental impact.

Fiscal Considerations

Funds for implementation of the agreement have been budgeted for Fiscal Year 2021. The contract amount is \$25,000 less than budgeted.

Racial Equity Considerations

An open and transparent process is considered to be a best practice in public safety and to have a less disparate impact on female officers and officers of color. Promotion of the best candidates to supervisory positions allows the Police Department's standards to be reinforced with staff on a day-to-day basis and helps retain Black and Brown officers.

Attachments and Links
Draft Ordinance

Introduced by:

Single Reading Ordinance

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2021-**

**AUTHORIZING A CONTRACT TO CONDUCT
A POLICE PROMOTIONAL PROCESS**

WHEREAS, the Police Department will be conducting its biennial promotional process; and

WHEREAS, the Police Department recommends contracting with Resource Management Associates (RMA) to independently develop and administer the promotional process; and

WHEREAS, the Human Resources Department has received a quoted priced of approximately \$15,000, based on a competitively bid Maryland-National Capital Park and Planning Commission contract and the needs of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

SECTION 1. The City Manager or her designee is authorized to enter into an agreement with Resource Management Associates for Police promotional testing.

SECTION 2. This Ordinance shall become effective upon adoption.

Adopted this ____ day of March, 2021, by Roll-Call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: