



## MEETING MINUTES

### Chief's Advisory Committee

Thursday, August 15, 2024

The Thursday, August 15, 2024, Chief's Advisory Committee meeting was called to order at 5:37 p.m. in the Council Chamber, 5555 Perimeter Drive.

#### Welcome

Chief Páez welcomed the Committee.

Chair Maynard welcomed committee members and wished well those supporting children starting school. He shared his thoughts regarding the theme of thinking globally, being aware nationally and being focused locally.

Committee Members Present: Emmet Apolinario, Lisa Baer, Kimberly Hollie (Vice Chair), Dwayne Maynard (Chair), Alex O'Ryan, Susan Ortega, Zhen Xing and Guarav Goel

Committee Members Absent: Ron Barnes, Pat Foley

Staff Present: Chief Páez, Deputy Chief Lattanzi, Deputy Chief Tabernik, HR Business Partner Jillian Fair

#### Approval of Previous Meeting Minutes

Chair Maynard asked for amendments or corrections to the July 18, 2024 minutes of the Chief's Advisory Committee meeting.

Community Partner (CP) O'Ryan moved and Vice Chair Hollie seconded approval of the July 18, 2024 meeting minutes.

The motion passed by the following vote: CP Apolinario, yes; CP Xing, yes; CP Goel, yes; CP O'Ryan, yes; Chair Maynard, yes; CP Baer, yes; CP Ortega, yes; Vice Chair Hollie, yes.

#### Old Business and Public Comments

There were no public comments.

#### New Business

- **Chair and Vice-Chair Election**

Chair Maynard opened the floor for nominations for the position of Chair. Vice Chair Hollie nominated Chair Maynard who accepted. Seeing no further nominations, Chair Maynard closed the nominations.

Chair Maynard was elected for a one-year term as Chair of the Chief's Advisory Committee by the following vote:

CP Ortega, yes; CP O'Ryan, yes; Vice Chair Hollie, yes; CP Baer, yes; CP Xing, yes; CP Apolinario, yes; Chair Maynard, yes; CP Goel, yes.

Chair Maynard expressed gratitude toward the committee for their support in his leading the group. This year, he intends to be intentional about identifying areas where the committee will have questions for the department to get a better understanding of policies and procedures in place.

Chair Maynard opened the floor for nominations for the position of Vice Chair. CP Apolinario nominated Vice Chair Hollie. CP Ortega nominated CP Goel. Both Vice Chair Hollie and CP Goel accepted the nominations.

CP Hollie was elected to a one-year term as Vice Chair of the Chief's Advisory Committee by a majority vote.

Vice Chair Hollie stated that she looks forward to continuing to grow in the role of Vice Chair. She has learned a lot from Chair Maynard in the past year and is excited about how the upcoming year will play out.

- **Recruitment Update**

Chief Páez shared a story connected to the topic of recruitment. He noted that in this very room just a couple of hours ago, there was a swearing-in for five new members of the Police Department who will be attending the police academy. There were many family members in attendance supporting those candidates and receiving an introduction to the City of Dublin and the Police Department. Several officers also attended to wish the candidates well.

Chair Páez introduced Human Resources (HR) Business Partner Jillian Fair and noted that she has been with the Police Department for approximately one year.

Ms. Fair provided an update on Police Department Recruitment. She explained that as outlined in Administrative Order 2.15, the Police Department has three different recruitment pathways that can be utilized to hire a police officer. They are:

1. Examination Pathway
2. Application and Resume Pathway
3. Lateral Pathway.

Each of the pathways are distinct based on the initial step in the recruitment process but the subsequent steps are relatively similar.

Ms. Fair stated that before the recruitment process begins, the command staff will discuss which of the three pathways would be best. Ultimately, the Chief of Police will determine which of the



three pathways will be used for recruitment and it is clearly outlined in the job posting. Some factors considered in determining the pathway include time of year, where candidates might be in other hiring processes, etc. The goal of offering a variety of pathways is to reach a wider audience. The application/resume pathway is relatively new to the City of Dublin. The initial step distinguishes the pathway.

Examination Pathway – Applicants will take a test and are required to receive a passing score to move on to the panel interview.

Application and Resume Pathway – Applications are redacted and there is a blind application review by a panel. Anyone participating on a panel has completed diversity, equity and inclusion training. The goal of this pathway is to capture candidates who may not be great test-takers. The application will ask essay-style questions to gauge aptitude for the position of police officer. Additional consideration is given to applicants who speak multiple languages and/or have prior law enforcement or military experience.

CP Ortega asked if the essay part of the application is completed prior to submittal. Ms. Fair answered affirmatively. Applications are not being completed in front of staff. CP Ortega asked if there is technology to screen for Artificial Intelligence (AI)-written essays. Ms. Fair stated that the recruiting team has discussed AI usage. The City of Dublin allows employees to use AI. During the application process, staff is considering what the applicant is trying to showcase about themselves.

Lateral Pathway – Minimum qualifications distinguish this pathway from the others. Applicants must be certified in the State of Ohio, currently working as a police officer, have successfully completed police officer probation and have one year of full-time experience (not including time in the academy or field training). Ms. Fair stated that the goal of this pathway is to bring in individuals with experience in law enforcement. The lateral pathway is not used as much because current police officers can also use the examination or application pathway. As an HR professional, Ms. Fair stated that she appreciates a police officer in another jurisdiction being willing to spend their time to take the City of Dublin's test. It shows the desire to come to Dublin.

CP Apolinario referenced the application and resume pathway and asked what types of information is redacted. Ms. Fair listed items of information that are redacted, including first and last name, home address, etc. Chief Páez stated that a test is a third-party validated product but there the redaction provides assurance that there is guard against bias. Part of the application and resume pathway is providing people an opportunity to apply that may not test well. Chief Páez stated that what would be redacted are indicators that might be decision points. The goal is to consider qualifications as objectively as possible.

CP Goel stated that in recent studies AI has shown bias. He suggested staff be aware of that when considering software for data sorting or analyzing. Chief Páez stated that there has been a lot of discussion in several professional areas regarding that concern.

Ms. Fair stated that beyond the initial part of the recruitment process, the steps are similar in all three pathways. They include an online application, a structured panel interview, a background

investigation, a final Chief's interview with deputy chiefs and a member of the Chief's Advisory Committee and a conditional offer conditioned on successful passage of a polygraph examination, psychological examination, medical examination and drug test.

Chair Maynard asked if the structured panel interview includes a representative from HR. Ms. Fair stated that the Administrative Order calls for the HR Director or designee to participate. Historically, that has been the HR business partner situated in the Police Department. Chair Maynard asked at what point a member of the Chief's Advisory Committee is involved. Ms. Fair answered that is in the final interview. Chair Maynard advised the Committee members that if they get the chance to participate, they are involved at a late stage in the process and have some influence.

Ms. Fair shared examples of places police officer jobs are posted. In addition to posting police officer positions online, there is additional recruitment activity like radio ads, recruitment videos, etc. There is a recruitment team of officers that will attend events like job fairs, Dublin's bike rodeo, certain universities' criminal justice classes, etc.

Chair Maynard asked how many people participate on the recruitment team. Deputy Chief Tabernik stated that the recruiting team has accumulated personnel over the years. The expectation is that every person who wears a badge is expected to recruit. Every interaction with a community member is an opportunity for recruitment. After consideration, staff has determined it would be beneficial to have a dedicated recruiting team and will post an internal ancillary assignment for a recruitment team of 10 officers, sergeants and lieutenants. An interested party would submit a letter of interest that will be reviewed by a committee comprised of the deputy chiefs, Ms. Fair and Sergeant Kovacs. The committee will select those who would represent the Police Department best and those who have some new tactics and ideas around recruitment.

CP Ortega asked if there is any recruiting being done at the high school level. DC Tabernik stated that they have been to Tolles the last few years. That is coordinated by the school resource officers (SROs). At the high schools, the designated SROs can actively recruit as it provides opportunities to get to know students.

Ms. Fair stated that she is very open to other advertising ideas.

CP Apolinario asked if Dublin uses recruitment videos. Ms. Fair stated that last year, Rebecca Myers, communication professional for the Police Department, created a recruitment video posted on social media platforms. Chief Páez stated that staff continues to think through what can be presented that reaches an audience that has not been reached in the past.

Ms. Fair shared information from recent applicant pools. She noted that the applicant tracking system currently used is somewhat limited in how someone can identify in terms of gender and ethnicity. She shared the self-selected gender and ethnicity breakdown of both processes as follows:

- January 2024 – Examination Pathway
  - 130 applications received:



- 19 females – 1 Asian or Pacific Islander, 7 Black (Not of Hispanic Origin), 11 White (Not of Hispanic Origin)
- 111 males – 1 American Indian or Alaskan Native, 7 Asian or Pacific Islander, 28 Black (Not of Hispanic Origin), 7 Hispanic and 68 White
- May 2024 – Application and Resume Pathway
  - 111 applications received:
    - 17 females – 6 Black (Not of Hispanic Origin), 1 Hispanic, 10 White (Not of Hispanic Origin)
    - 94 males – 5 Asian or Pacific Islander, 28 Black (Not of Hispanic Origin), 5 Hispanic, 54 White (Not of Hispanic Origin) and 2 selected not to disclose

Ms. Fair stated that the Police Department has an equal employment opportunity plan that is reviewed annually to determine the effectiveness of the plan and areas for improvement. Based on this plan, Dublin can show the representation of officers compared to the population served.

	Service Population 2023 estimate		Total Officers		Male Officers		Female Officers	
	Number	Percentage	Number	%	Number	%	Number	%
<b>Caucasian</b>	36,356	74.2%	63	93%	56	82%	7	11%
<b>African-American</b>	784	1.6%	2	3%	2	3%	0	0%
<b>Hispanic</b>	2,107	4.3%	3	4%	3	4%	0	0%
<b>Asian</b>	9,310	19.0%	0	0%	0	0%	0	0%
<b>Other</b>	440	.9%	0	0%	0	0%	0	0%

CP Ortega stated that one of the opportunities to strengthen representation is in the Asian community with the officers. Chief Páez stated is something staff has discussed and revisits every few years.

CP Baer asked if the agency has met resistance in recruitment. Chief Páez stated that they have not had overt resistance. There have been candidates that may have been considering applying, but the support from those around them is not as much as you would want for someone entering this field.

DC Lattanzi stated staff has not seen one population group that is resistant to work for the Dublin Police Division. However, the numbers of applicants have decreased due to various things like national events, work from home opportunities, the pandemic, etc. Work in this profession requires individuals that are very dedicated to public service.

Chair Maynard asked to have the slides shared with the group. Mr. Ament asked if the group would like all presentations shared with the group. Committee consensus was to receive all presentations after a meeting.

Chair Maynard asked if the number of applicants is rebounding in the years after 2020 [pandemic]. DC Lattanzi stated that the total number of applicants might have dropped slightly since the early 2000s but the quality of candidates and the ability to hire has not declined.

Chair Maynard stated the Chief's Advisory Committee came into existence in 2020. He asked if their conversations have been fruitful to increase the number of applicants.

Vice Chair Hollie stated that the total African American officers are double the population served. She asked if that is typical. Chief Páez stated that those numbers have not been higher. The information being referenced is taken from an annual report produced by staff for CALEA (Commission for Accreditation for Law Enforcement Agencies). CALEA chooses the categories of comparison. Dublin benchmarks for non-biased policing analysis are traffic flow through the community and accident reporting as an indicator of the population served because the Dublin Police Department does not just serve the resident population. They also serve those traveling, working, or attending school in our community.

Vice Chair Hollie asked about female population numbers. Chief Páez stated that information could be gathered. He added that gender numbers are also part of their analysis for non-biased policing.

CP O'Ryan asked if all pathways are transparent to the applicant. Ms. Fair answered in the affirmative. CP O'Ryan asked how it compares to other agencies. Ms. Fair stated that it is similar to other agencies, although the Application and Resume Pathway is somewhat unique to Dublin. The Examination Pathway and Lateral Pathway are very similar to other agencies.

CP Xing asked about applicant pools data that was shared. Ms. Fair stated that Dublin's applicant tracking system is prescribed and staff has more flexibility with their analysis. CP Xing inquired if the identification is self-selected by the applicant. Ms. Fair stated that it is.

CP Ortega requested demographic information by rank.

## **Chief's Update**

- **Reunify Dublin Pilot**

DC Tabernik that staff has renamed this program from a registry to Reunify Dublin. The program is designed to help vulnerable community members reunite with their guardian/parent/caretaker. It helps provide for the safety of vulnerable community members. The pilot will begin with community members with whom the Police Department has had an interaction. Those families are offered an opportunity to provide information so that if the Police Department comes in contact with their family member, they are able to quickly contact someone and return them safely. Information shared will be only things family members want to share. The program is completely voluntary. The information is entered by the user online and will go into an excel spreadsheet accessible to supervisors only. It is a Microsoft Form and will be translated. Staff worked to ensure the forms contain correct vocabulary around persons with disabilities.



CP Xing asked if it is translated into Chinese or other languages. DC Tabernik stated that translation options would include more than Chinese.

CP Ortega asked if there are opportunities to provide additional information. DC Tabernik stated that there is ample opportunity to provide additional information on the form.

Chair Maynard asked when the roll out of the pilot program would begin. DC Tabernik stated that it will begin soon. The second step will be utilizing SROs and guidance counselors to see which students could benefit from this database.

- **Update on Crime Trends and Police Activity**

Chief Páez updated the Committee on public safety activities and trends. Friday of the Dublin Irish Festival (DIF) was an unfortunate start from a police perspective. Approximately 70 vehicles were damaged in hotel parking lots on Thursday evening into Friday morning. The Police Department is continuing to investigate, and they do have some leads. Crawford Hoying is supporting the investigation with the cameras in some of the parking lots. There were very few actual thefts but there were two firearms taken. One of the more concerning trends is individuals looking specifically for firearms in vehicles. In the last couple of years, fire stations were targeted for the same purpose. This type of theft does not just occur at the Irish Festival or in the City of Dublin. Officers were in parking lots over those evenings. Staff continues to share information about locking vehicles, taking property with you and remembering keys.

DC Lattanzi provided an overview of the preparation and execution of the DIF public safety strategy. He stated that he was happy to report that other than weather, everything was great at the DIF. There were very few police-related issues. A couple of children were separated from parents/guardians that were reunited in a short period of time. He expressed appreciation for all City staff and officers as well as partners with the Franklin County Sheriff's Office. There were no significant changes to operations. Ident-A-Kid tents were combined with safe space locations this year. That information was given to workers so people could go to those locations and be provided resources. They were located near the main entry/exit gates so there was an officer close by in case there was a need for officer intervention. Chief Páez thanked DC Lattanzi, Rebecca Myers and Christine Nardecchia for helping execute the Dublin Safe Space program. The hope is to include that as part of events moving forward. The likelihood that someone would need some support in a time of crisis is equally plausible at our events, and the Dublin Police Department's goal is to make sure everyone has a comfortable and safe environment to enjoy the City of Dublin's wonderful events.

CP Ortega referenced bracelets and noted that they can be overwhelming for kids with sensory issues. She suggested a sticker on clothing. Chief Páez thanked her for the suggestion and stated that could be added to the after-action discussion.

Chief Páez highlighted two officers. Officer Jeremy Miller will be transitioning to his new role as SRO in Karrer Middle School. A member of this committee was included in that selection process. Officer Miller has been with the agency 20 years and is looking forward to this opportunity. Officer Paul Burks will be entering his final year as SRO with Jerome High School.

Chief Páez shared a reminder to pay attention as new students and parents are navigating pathways to school.

CP Ortega asked if Dublin is sending any officers as support to the Democratic National Convention. Chief Páez stated that they have not sent support personnel to events outside of central Ohio in recent history.

Chair Maynard asked about presidential candidates coming to central Ohio. DC Lattanzi stated that he would not be surprised if a candidate visits central Ohio, but there is no information on that at this time.

Vice Chair Hollie thanked the Police Department for their service and professionalism.

Chief Páez stated if there were things the committee would like to discuss from a policy/training perspective, let staff know. One of the policies staff is working on is response to individuals navigating crisis. That will be shared with this group.

Chair Maynard stated that he believes it would be helpful for the committee to hear the background of current policy related to body cameras. That was important to the initial iteration of the Chief's Advisory Committee.

Chief Páez summarized upcoming topics as body-worn camera policy, mental health, and in-service training

CP O'Ryan asked if there has been consideration of semi-permanent or permanent police presence in Bridge Park as it develops. DC Lattanzi stated that the Department has done several things already in Bridge Park in collaboration with Crawford Hoying who has private security of their own to monitor parking garages. In 2023 and into 2024 staff has reviewed activity in that area and recognized that the activity in the area is slightly different and needs to be policed differently. Dublin has started a new unit for which officers will be selected in the coming months – the business district unit. As other areas of the City expand and develop, this unit would be responsible for some unique and specific strategies for those areas. It will start with a supervisor and two officers whose responsibility will be to meet with business owners, developers and residents and address concerns and crime patterns in the area. Additionally, the Police Department reviewed policing districts and added a sixth police district, and Bridge Park is part of that district.

Chair Maynard asked if there are signs that can be put up in the Bridge Park area to remind people to lock their car, take property with them, etc. DC Tabernik stated that the City works regularly with Crawford Hoying to put up signs, and they have taken steps to install deterrent signs. Chief Páez stated that staff does consider how to spread awareness. A focus for the business district team will be folding in technology. While the unit's initial focus will be Bridge Park, the intention is to apply those lessons in other areas as they develop. A goal of the Police Department is to utilize technologies to augment what officers already are doing. A couple initiatives being pursued in concept are drones as first responders and autonomous patrolling



Chair Maynard asked for an update on progress being made toward the selection of a deputy chief.

There being no further business for discussion, the meeting was adjourned at 7:17 p.m.



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Chair, Chief's Advisory Committee



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