

**Frederick Police Department  
Frederick, Maryland**



**2016 Report to the Frederick County Human  
Relations Commission on  
Hiring and Recruiting**

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February 23, 2017

## Department Mission Statement

*It is the mission of the Frederick Police Department to safeguard lives and property, to reduce the incidence and fear of crime with impartiality and integrity, and to enhance public safety while partnering with our community to improve quality of life.*

## Community Policing Mission Statement

*A united partnership for our community, building collaborative and transparent relationships, with a focus on public safety, crime prevention, and quality of life.*

## **2016 Report to the Frederick County Human Relations Commission on Hiring and Recruiting:**

The Frederick Police Department is proud to present the 2016 Annual Report to the Frederick County Human Relations Commission. The purpose of this report is to keep the community informed about progress in the recruitment, selection, promotion, assignment, and retention of qualified police personnel for 2016. This report will be posted on our website for review by those that we serve. The report highlights the department's on-going effort to hire a diverse workforce for both sworn and civilian support positions.

This report details some of the initiatives taken by the Frederick Police Department in its goal to be a Police Department that is not only representative of the community it serves, but a department that is transparent, and one that continues to be an integral part of the community.

**Current Status of the Frederick Police Department:**

Demographics Report as of December 31, 2016

2016	MALES				FEMALES			
<b>Sworn Personnel</b>	Caucasian	African American	Hispanic	Asian	Caucasian	African American	Hispanic	Native American
Officers	79	7	3	2	15	2	1	1
Supervisory (Cpl/Sgt)	21	1	0	0	4	0	0	0
Command (Lt./Capt)	6 Lt's 2 Captain	1	0	0	0	0	0	0
<b>Total</b>	<b>108</b>	<b>9</b>	<b>3</b>	<b>2</b>	<b>19</b>	<b>2</b>	<b>1</b>	<b>1</b>

<b>Caucasian</b>	127	87.5%
<b>African American</b>	11	7.5%
<b>Hispanic</b>	4	3%
<b>Asian</b>	2	1%
<b>Native American</b>	1	1%
<b>Total</b>	<b>145</b>	<b>100%</b>

Current Vacancies as of December 31, 2016 consisted of five Civilian Support positions.

**Current Experience Level of Frederick Police Department Personnel:**

Years of Service	Number of officers
Less than 5	48
5 to 10	31
10 to 15	33
15 to 20	23
20+ years	10

## **Affirmative Action/Equal Employment Opportunities**

The Frederick Police Department is committed to attracting, selecting, and hiring candidates without discriminating against individuals for reasons of race, color, religion, sex, age, national origin, marital status, disability, and sexual orientation. The Frederick Police Department is an "Equal Opportunity Employer".

The department's Affirmative Action Plan is codified into specific General Orders that provide detailed information in regards to the hiring process of both Basic Recruit and Lateral police candidates. Our General Orders are available for review on the police department's website.

In March of 2016, the Frederick Police Department achieved accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA), and highlights our commitment to policing excellence and demonstrates our adherence to Equal Employment Opportunity policies.

**Recruitment Plan** – Below are the recruitment events that were attended during 2016.

January 18 <sup>th</sup>	Pittsburgh
February 9 <sup>th</sup>	Hood College
March 9 <sup>th</sup>	Monroeville PA
March 16 <sup>th</sup>	Mount St Mary's
March 31 <sup>st</sup>	John Jay College NY
April 2 <sup>nd</sup>	Minority Health Fair
April 13 <sup>th</sup>	Carroll Community College
June 25 <sup>th</sup>	Frederick Pride Carroll Creek
Sept 1 <sup>st</sup>	Hood College fair
Sept 21 <sup>st</sup>	FCC Coffee with a Cop
Sept 29 <sup>th</sup>	John Jay College NY
Oct 5 <sup>th</sup>	FCC Night Recruitment
Oct 11 <sup>th</sup>	Universities at Shady Grove
Oct 11 <sup>th</sup>	Mount St Mary's Job Fair
Oct 12 <sup>th</sup>	WestPacs Monroeville PA
Nov 2 <sup>nd</sup> & 3 <sup>rd</sup>	Wash Co. tech school
Nov 3 <sup>rd</sup>	Andrews Air Force base
Nov 14 <sup>th</sup>	Hood College class

## **2016 General Academy Application Background Information:**

<b>Applied</b>	716	100%
<b>Caucasian</b>	396	55%
<b>African American</b>	200	28%
<b>Hispanic</b>	97	13%
<b>Native American</b>	7	1%
<b>Native Hawaiian</b>	1	1%
<b>Asian</b>	15	2%

**58<sup>th</sup> Entry Level Academy Hiring Process:**

<b>Stage of Applicant</b>	<b>Applied</b>	<b>Attended</b>	<b>Passed</b>
<b>Orientation</b>	553	356	
<b>Written Test</b>	314	169	<b>120</b>
<b>Panel Interview</b>	120	117	
<b>Background Investigation</b>	83		
<b>Psychological / Medical</b>	21		
<b>Selected</b>	15		

**Selected for the 58<sup>th</sup> Class**

9 Recruits Selected

Caucasian Males	6	67%
Caucasian Female	2	22%
Hispanic Male	1	11%

**2016 Lateral Applicant Hiring Process:**

<b>Applied</b>	<b>43</b>
<b>Written Testing</b>	<b>No Written Test</b>
<b>Panel Interview</b>	<b>17</b>
<b>Psychological/Medical Screening</b>	<b>14</b>
<b>Final Selection</b>	<b>4</b>

The 4 Lateral Hires consisted of 2 Caucasian Males, 1 African American Male, 1 Asian Male

**Entry and In-Service Level Sensitivity/Cultural Diversity Training by Specific Group:**

- Frederick Center LGBTQ training
- Bi-lingual training with Centro Hispano
- In-Service Training: 21<sup>st</sup> Century Policing
- Implicit Bias Training
- Ethical Leadership Training

**Screening of Applicants**

During the fall of 2016, Command Staff met with the Frederick Psychology Center, our contracted vendor for psychological screening for screening of our sworn candidates. The focus of this meeting was to ensure that the recommendations of the President's 21<sup>st</sup> Century Policing Task Force Report and Implicit Bias Training were updated for the testing and screening of our candidates.

**Closing:**

The Frederick Police Department would like to thank the Frederick Community and all of our other stakeholders for their assistance and guidance with our recruiting and hiring efforts this past year. This partnership ensures that Frederick City continues to be a great place to live, work, play and invest in.

We remain committed to working with our partners as we identify problems and develop solutions to make the Frederick Police Department the best that it can be.

Respectfully Submitted,  
Lt. Thomas Tokarz #307