

After working together to draft interview questions and following an extensive outreach effort, the Selection Advisory Committee (SAC), whose five person membership was developed through direct appointments made by the City Commissioners and the Mayor, assessed the applications of over 100 candidates in an effort to determine who would be interviewed as the committee worked towards recommending 11 adult members and 3 adult alternate members for appointment to the Portland Committee on Community Engaged Policing (PCCEP) board.

Prior to assessing the applications, the SAC agreed upon a scoring method that allowed them as a group to weigh different areas of focus in determining which individuals would be the best candidates for membership. It was also discussed that the scoring methods used in the application review and the interview debriefs would be used as a tool to orient the conversation. SAC members were encouraged to put forth any candidates into the conversation for consideration for membership regardless of how they scored and to share their thoughts with the committee on why they believe that the certain candidate should be included in the following steps. (It should be noted that several candidates were brought up this way during the application review process and that a meaningful discussion ensued).

SAC members scored candidates in the following way:

Has lived experience of a marginalized community	Lived mental/physical health experience and/or are alter abled	Interpersonal Skills	Experience working/advocating within marginalized communities	Experience utilizing social services & engaging in government processes
30%	25%	15%	15%	15%

SAC members scored each candidate with a 1-4 for each of the five criteria, and then the number was weighted according to the formula above. A list was then developed that displayed each SAC member's top 25 candidates.

Through this process, 46 individuals were represented on one or more SAC's top 25 list. Of these:

- 6 individuals were on all five lists
- 10 individuals were on four lists
- 8 individuals were on three lists
- 9 individuals were on two lists
- 13 individuals were on one SAC member's list

The group then deliberated for over an hour and examined each applicant based on the scoring criteria along with the entirety of their application. A consensus model was used in determining that the Committee would interview 22 of the 46 individuals.

The interviews were scheduled to occur over four days in twenty-minute increments with a 10-minute break for deliberation between each interview. The SAC was provided with a copy of each candidate's application along with a scoring guide that was used as the candidates answered the following questions:

1. How would you describe the community's role in improving the work of the police bureau?
2. What lived experience and interpersonal skills do you possess that would be helpful to this committee?
3. What are ways that you manage stress and practice self care?

SAC members scored each candidate on a scale of 1-10 based on their interview and application.

After the final interview, the SAC members turned in their scoring sheets and their scores were used to develop a visual aid that was used to assist them in selecting which candidates would be selected to be passed along to the Mayor as the proposed PCCEP members and alternates.

Candidates' names were displayed on a page that showed their combined score (the total of the scores that each of the five SAC members gave them) and a breakdown of the actual scores that they received from each SAC member. SAC members were able to meaningfully discuss each candidate, regardless of their score, and to move to recommend any candidate to any of the tiers (member, alternate, reserve, not included for consideration) also regardless of their score.

The SAC spent over an hour discussing the candidates' applications, interview performances, abilities to represent the community, and how the group of individuals added up together to create the best board possible. There was considerable attention given to the gender imbalance of the top candidates and they paid attention to this dilemma as they proceeded. Eventually the SAC reached consensus in selecting 11 PCCEP members and ranking three alternates.

The SAC also ranked three additional candidates to fill a reserve list in case one or more of the applicants opted out of the process or if the Mayor found one or more of the candidates to not be an appropriate appointment. Additionally, this list could be used should there not be enough youth candidates to allow the SAC to both appoint two youth members and two youth alternates.

The SAC has sent their recommendation to the Mayor to consider as appointments to the PCCEP board. They did so with the belief that they have recommended a board whose members are interconnected based on the lived experience and skill set of each member and the SAC requests that should any of their recommended members not be offered appointment that they be given an opportunity to reassess their other recommendations to adjust to the alteration.