

DEPUTY POLICE CHIEF

CITY OF ASHLAND, OREGON



Why Apply?

This is an excellent opportunity for a candidate who is interested in working for a progressive police chief and who wants to help lead a community-oriented and engaged police department. The Deputy Chief will be managing the day-to-day operation of the Department and along with the Chief will have a significant role in managing a proactive police department.

Welcome to ASHLAND



Located 30 minutes north of the California border along the I-5 corridor, Ashland is a vibrant and progressive community of 21,600 tucked among the foothills of southern Oregon's mountainous Rogue Valley. Known as a cultural hot spot, Ashland offers a small-town charm with sophisticated amenities. The mix of Ashland's artisan culture, college population, and tourism create a vibrant community that attracts over 400,000 visitors a year.

Ashland boasts a walkable downtown, over 100 restaurants, and a rich heritage of art, theater, and music. Since the 1930's, the world-renowned Oregon Shakespeare Festival has been drawing visitors to the area and runs from February through October. Ashland's beloved 93-acre Lithia Park was named one of the top ten Great American Spaces by the American Planning Association in 2014.

The City of Ashland's economic base relies primarily on higher education and tourism. With over 5,800 students, Southern Oregon University (SOU) is also the town's largest employer and is located on a 175-acre campus about a mile from the city center. Ashland is also home to the National Fish and Wildlife Forensics Laboratory—the only crime lab in the world dedicated entirely to wildlife and serves both the national and international communities.

The Rogue Valley

Ashland is one of the many communities that comprise the scenic Rogue Valley along Interstate 5 (I-5). The region has four distinct but mild seasons, friendly communities with historic downtowns, and easy access to year-round outdoor recreation on the scenic Rogue River and towering mountain ranges.

The Rogue Valley is a major destination for white-water rafting, road cycling, mountain biking, rock climbing, skiing, and hiking. Locals boast of the ability to enjoy a variety of outdoor adventures in one day. With over 180 vineyards in the region, the Rogue Valley is also the heart of Oregon's wine country. Residents and visitors alike appreciate the valley's relaxed lifestyle and 200 days of sunshine each year—and Oregon's lack of state sales tax.

Halfway up the U.S. west coast, Ashland's Rogue Valley is ideally located for trips north to Portland, Seattle, and Canada—or south to San Francisco and Los Angeles. The Rogue Valley International-Medford Airport serves the area 25 minutes away.



THE CITY OF ASHLAND

Incorporated in 1874, the City of Ashland operates under the Council-Manager form of government with a biennial budget of \$245 million and a team of 245 FTEs. The Mayor and six Council members are elected at-large for four-year staggered terms.

Current mayor Julie Akins was elected to her first term in 2020 and City Manager Joe Lessard was appointed in January 2022. Much of the City's business evolves through citizen committees, which enhance public support and political stability. Over 150 Ashland citizens serve across 8 standing advisory boards, commissions, and ad hoc committees, assisting the City Council and making a valuable contribution to the City.

The City provides a full range of municipal services, including police and fire protection, ambulance services, parks and recreation facilities/activities, streets, airport, planning and building, senior programs and general administrative services. The City also provides water, wastewater, electric and telecommunications utility services.

**"We have great staff in all departments.
We are small but mighty."**

— DEPUTY CITY MANAGER



THE POLICE DEPARTMENT



The Ashland Police Department (APD) has a long heritage of serving the community since the first town marshal in 1874. Today, APD is a leading agency in Southern Oregon and beyond, pioneering new paths in professional policing and adopting new national best practices.

Community-oriented policing, relationship building and problem solving represent the cornerstone of the Ashland Police Department's organizational philosophy. APD makes it a practice to observe these fundamental principles to promote community-police partnerships in a proactive problem-solving manner.

Police Chief Tighe O'Meara has 31 years in law enforcement and has led the department for the last 8 years. His track record for innovation is a big draw for new police officers. The previous Deputy Chief retired in the spring of 2022, leaving a strong team who carry out the mission of APD. APD's supervisors are self-initiators, self-reliant, and carry information up and down the chain of command smoothly. The Ashland Police Department has proudly maintained accreditation through the Oregon Accreditation Alliance since 2003.

Operating with a current budget of \$8 million and 35 budgeted FTEs, APD is divided into three divisions: Administration, Operations, and Support. The command staff is comprised of the chief, deputy chief and lieutenant. APD is also fortunate to have a team of volunteers who donate their time and energy for the citizens of Ashland and the many tourists who visit each year.



DIVISIONS



ADMINISTRATION

Chief of Police Tighe O'Meara and Administrative Analyst Lynn Merrifield.

- Council engagement and community outreach and coordination
- Officer certification maintenance through the Department of Public Safety Standards and Training (DPSST)
- Department accreditation maintenance through Oregon Accreditation Alliance
- Management of the Volunteers in Police Service (VIPS) corps
- Conduct internal investigations
- Maintain policy manual
- Department level administration including goal setting, budgeting, contracting, employee recruitment and hiring, expenditure tracking, payroll, purchasing, records, accreditation management

OPERATIONS

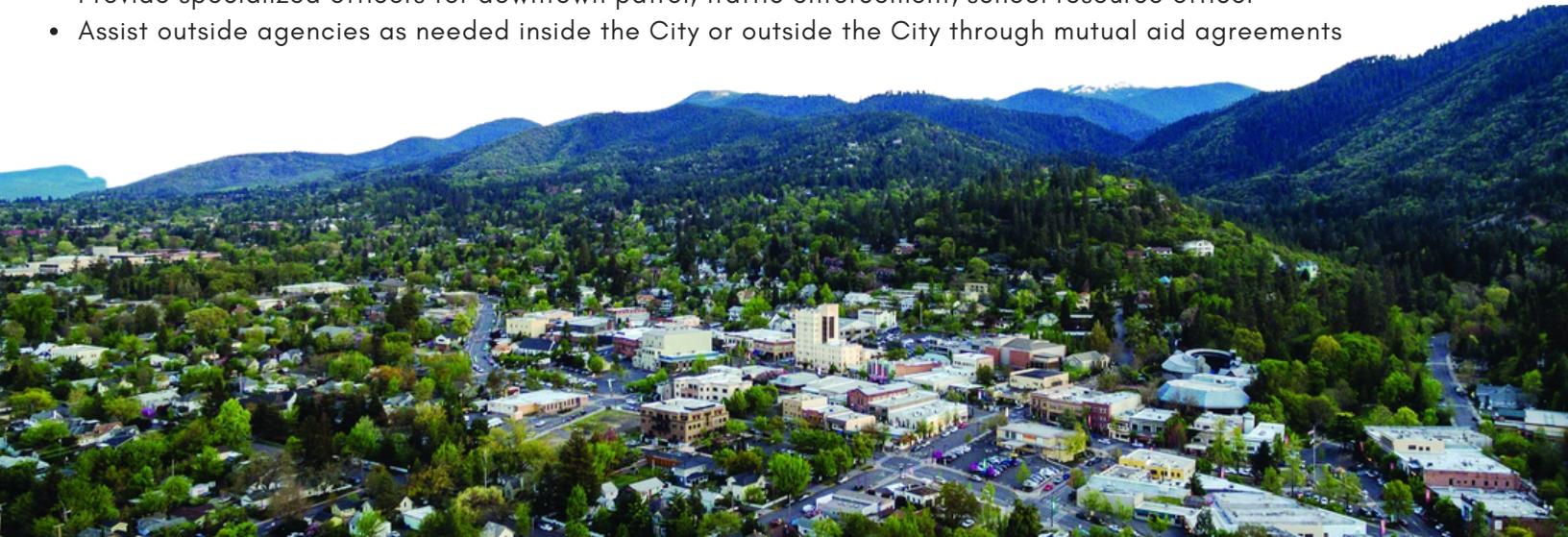
1 Lieutenant, 4 Patrol Sergeants, 16 Patrol Officers, 1 Traffic Officer, 2 Central Area Patrol Officers (CAP), the Community Service Officer (CSO), Cadets and Park Patrol.

- Patrol operations ensuring community safety, including motorcycle traffic enforcement throughout the City's downtown area, parks, and the rest of the City
- Respond to both emergent and non-emergent calls for service
- Traffic enforcement including accident response and investigations and issuing citations
- Crash investigation, Graffiti eradication
- Special event management
- Code enforcement
- Abandoned vehicles
- Maintain PTO (training) officers to provide in-house training to new officers
- Maintain suitable, certified instructors in several fields (defensive tactics, driving, firearms, less lethal, ethical policing, procedural justice, implicit bias)
- Provide specialized officers for downtown patrol, traffic enforcement, school resource officer
- Assist outside agencies as needed inside the City or outside the City through mutual aid agreements

2018-2023
Strategic Plan

Monthly Daily Reports

Policy Manual





SUPPORT

1 Deputy Police Chief, 1 Detective Sergeant, 4 full-time Detectives, 1 Evidence Technician, 1 Investigations Specialist, 1 Lead Records Specialist, 2 full-time Records Specialists, 1 part-time Records Specialist and all of the Ashland Police Department Volunteers (VIPS).

- Crime analysis and criminal investigation
- Police reports and citations processing
- Records and evidence property management
- Criminal Investigations Division-major case follow up
- Sex offender registration
- Fingerprinting of defendants convicted in municipal court
- Records request fulfillment as needed
- Receive, enter, and verify warrants, stolen vehicle, missing person entries
- Handle all walk-ins, routing to appropriate resource
- Answer business phone calls, routing to appropriate resource
- Answer calls that should have gone to 911 and routes appropriately
- Maintains Notary Public for personnel needs
- Provides background investigation services for new police and fire personnel
- Provides staffing to regional enforcement teams/task forces



INNOVATION

The Ashland Police Department is a forward-thinking department that's been given the latitude by both the community and government to look for ways to push forward the practice of policing in a proactive, community-driven way.

The department prides itself on innovation and is the home of the nationally recognized [You Have Options Program](#) that aims to improve police response to sexual assaults. APD also provides the Gateway Amnesty & Treatment Program, allowing people to give up their narcotics without penalty and be evaluated for treatment. Additional programs include: Procedural Justice, Implicit Bias, Wildlife Mapping Program, and a partnership with BASE (Black Alliance and Social Equity).



"Part of what drew me to this position was the potential to help mentor our young department and help the Chief shape our agency to become a place where our most valuable asset—our people—are our priority and they know they are cared for and cared about. I believe that officers who are taken care of, will take care of the citizens we are here to serve."

— APD LIEUTENANT

THE DEPUTY POLICE CHIEF

Under the director of the Police Chief, the Deputy Chief plans, directs, and supervises the staff and day-to-day operations and activities. This includes patrol, investigations, records, and/or internal affairs; administrative assistance to Chief of Police on major departmental projects; development of budgets and monitoring financial activities for compliance to approved budget; various duties as a sworn law enforcement officer as required; and other work as assigned. The Deputy Chief participates as part of the Department's management team, reviewing and discussing a variety of issues and policies and contributing to the development of Department goals and objectives.

DESIRED TRAITS

- Open to new ideas or suggestions
- Can work well with line staff and be a positive influence
- Be an advocate of community engagement and be willing to become part of the community
- Be respectfully honest in all directions and not afraid to respectfully correct the chief if there is disagreement
- Will have solid administrative skills
- Will bring an excellent understanding of all aspects of policing
- A proactive thinker dedicated to advancing the profession
- Team-oriented
- A mentor
- A willingness to be a working deputy chief; not afraid to back up an officer on calls when needed
- A good sense of humor
- The ability to make the hard decisions that are in the best interest of the Department
- Approachable to all members of the Department
- As trainer and educator can help department members to become even better in their roles
- Will be a student of policing best practices



EDUCATION & EXPERIENCE

A Bachelor's degree from an accredited college or university with an emphasis in criminology, criminal justice, police science, or a related field. A minimum of eight (8) years of sworn police officer experience in a university, city, county, or state police agency, including at least three (3) years in a supervisory capacity in a law enforcement field.

OR: Any satisfactory equivalent combination of education, training and experience that demonstrates the knowledge, skills and abilities to perform the duties of the job proficiently may substitute for the above requirements.

Desirable Qualifications: A master's degree in a related field; possession of a Management certificate issued by the Oregon Department on Public Safety Standards and Training (DPSST), or the equivalent; previous experience with Ashland Police Department; previous experience as a detective/investigator.

Special Requirements: Possession of, or the ability to obtain and retain an Oregon driver license by the time of appointment and a supervisory certificate issued by DPSST, or equivalent.



OPPORTUNITIES & CHALLENGES

Staffing - Although staffing has consistently improved over the last year, it remains a challenge. As a result, the department has experienced increased overtime load and officer burnout, as well as decreased training time and opportunities.

Lack of Certain Programs - The department could benefit from an Officer Wellness Program and a School Resource Officer (SRO). While APD has been taking steps to address both of these areas, it will take time and resources to put formal programs into place.

Reshaping the Agency and Continue Forward Momentum - APD is a young agency with roughly 72% of frontline patrol officers having less than 10 years of experience. More than 60% of the department (sworn and non-sworn) have come to APD as entry level or lateral transfers within the last 5 years. The Deputy Chief has the opportunity to help shape this promising department for years to come.

Multi-Agency Collaboration - Ashland has strong partnerships with fellow law enforcement agencies in the region. These agencies support each other and collaborate for the common good of the people of Southern Oregon. There are regular regional strategic meetings for Task Forces, Department Heads, Patrol/Operations Commanders, and Investigators to ensure all agencies are streamlining procedures and best practices.

COMPENSATION & BENEFITS

The City of Ashland is offering an annual salary range of \$99,433-\$120,882 for this position, dependent upon experience and qualifications, with a 4% COLA in 7/2023 and 3% in 7/2024. The comprehensive benefits package includes:

- Medical, Dental, & Vision Insurance (City cost share 90%)
- HRA VEBA - 3% contribution by City
- PERS Retirement - 6% employee portion paid by City
- 457 Deferred Comp Plan - \$50 City match each month
- Life and AD&D Insurance
- 11 Paid Holidays
- Vacation Pay (10hrs/month)
- Sick Leave (8 hrs/month)
- Longevity Pay beginning at 5 years
- Pre-tax programs such as FSA
- Wellness Benefits
- A take-home car

RESOURCES



Mail Tribune



TO APPLY

Apply Online: gmphr.com

First Review: February 19, 2022

More Info: Greg Prothman, GMP Consultants
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