



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Shelby Fritz, Human Resources Director  
Kari Louie, Assistant Human Resources Director  
Karen Short, Senior Human Resources Analyst  
**SUBJECT:** Ordinance Disclosure  
**DATE:** April 7, 2022

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On the agenda for City Council action on April 12, 2022, will be an ordinance to amend the Compensation Plan. This memorandum discloses the contents of the ordinance pursuant to Section 1.12.970 of the Tacoma Municipal Code.

**Section 1:** Amends Section 1.12.355 to provide for the creation of a new unclassified, appointive title of Police Chief of Staff. The classification will be non-represented and non-commissioned, with a pay range of \$72.32 to \$92.72 hourly; and will be designated as salaried, overtime exempt, and will not be eligible for overtime pay.

The new classification directly relates to the transformation efforts taking place with the City of Tacoma. Recommendation #37 of the 21st Century Policing Solutions Recommendations for the Tacoma Police Department Final Report suggested that the Tacoma Police Department consider adding a Chief of Staff to support the Chief and coordinate the Department's bureaus. The Police Chief of Staff will serve as the link between the Chief of Police and the administrative functions within the Police Department and will be responsible for ensuring the effective operation or hiring, training for non-commissioned personnel, financial operations, accreditation, support services, fleet and facilitates operations, equal employment opportunity liaison public and community relations and management of the administrative support of the department

I would be happy to answer any questions you may have.