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Memorandum

To: Mayor Danielowski
City Council Members
Clay Wilfahrt, City Administrator

From: Joel Scharf, Chief of Police

Date: December 14, 2016

Re: Appointment of Samuel Johnston to Full Time Police Officer

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A hiring process was recently undertaken to fill a current a vacancy within the Police Department for a Patrol Officer, and create an eligibility list for future hires. This initial process consisted of application by resume and cover letter, and an oral interview. The department received a total of 115 applications. A scoring system was utilized to determine those eligible for interviews based upon education level, law enforcement experience, training, and Veterans Preference points. The position was posted externally on the State of Minnesota Peace Officer Standards and Training site.

Our interview panel consisted of current Field Training Officers, Investigator Rich Berg, and Lieutenant Sam Olson. The panel unanimously selected Samuel Johnston. Samuel is currently a Moorhead Police Officer, with 2 years of law enforcement experience.

The Personnel Committee approved this appointment. Johnston has also successfully passed a psychological, background investigation, and medical evaluation per Minnesota Peace Officer Standards.

By approving this item on the Consent Agenda, Council would be approving the assignment of Matthew Hayen to the position of Full Time Police Officer.