

Agenda Item Form

Agenda Date: 07/27/04

Districts Affected: N/A

Dept. Head/Contact Information: Mayor & Council, Jim Martinez, (915) 541-4145]

Type of Agenda Item:

- | | | |
|--|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input checked="" type="checkbox"/> Other <u>Appointment</u> | | |

Funding Source:

- General Fund
 Grant (duration of funds: _____ Months)
 Other Source: _____

Legal:

- Legal Review Required Attorney Assigned (please scroll down): Lupe Cuellar Approved Denied

Timeline Priority: High Medium Low # of days: _____

Why is this item necessary:

To fill the position of Police Chief on a permanent basis

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Salary and benefits

Statutory or Citizen Concerns:

None anticipated

Departmental Concerns:

None anticipated

2004 JUL 27 PM 1 31
CITY OF SAN ANTONIO

MOTION

July 27, 2004

Motion made, seconded and carried that Richard D. Wiles be appointed Police Chief, effective July 27, 2004 at an annual salary of \$122,065.

Richarda Duffy Momsen
City Clerk

RESUME OF
RICHARD DAVID WILES



EXPERIENCE

September 2003 to Present El Paso Police Department, El Paso, Texas
Interim Chief of Police

Responsible for planning, coordinating and directing the administrative functions and public safety activities of the Police Department. Enforcing and complying with established federal, state and local public safety ordinances, rules and regulations. Working with federal, state and county law enforcement agencies. Developing new operational and administrative policies and procedures and making changes when needed.

Responsible for ensuring training standards for pre-service and in-service employees. Ensuring the preparation of the annual budget and appropriate expenditures. Participating in collective bargaining negotiations with the police union and addressing various issues with the union to include grievances and concerns.

Responsible for ensuring that the City's public safety needs are addressed to include staffing issues. Responsible for ensuring compliance with personnel rules, regulations and standards of conduct and work attendance to include all aspects of the disciplinary process. Ensuring investigations take place when allegations of misconduct are made, imposing discipline and representing the Department in hearings and arbitrations. Represent the Department and City in court hearings as necessary.

Hold various meetings both within and outside the Department; meeting with employees, citizens, other agencies and other city departments. Ensuring exchange of information, handling of complaints, concerns and suggestions. Representing the Department and City at various public meetings that occur on a routine basis.

February 1999 to September 2003 El Paso Police Department, El Paso, Texas
Assistant Chief

Responsible for planning, coordinating and directing the Administrative, Support and Operational functions of the El Paso Police Department. Responsible for enforcement of the procedures and policies of the Department and all aspects of the disciplinary process to include

investigations, review, recommendations, imposition of discipline at the direction of the Chief of Police, and representing the Department in mediation and arbitrations.

Interpret and apply all aspects of the Police Contract to include the handling of grievances and representing the Department in hearings and arbitrations.

Work closely with the City Attorney's Office to develop and implement new policies to ensure the efficient and effective management of the Department. Represent the Department in hearings, court cases in both State and Federal Court, Civil Service Commission Meetings, Legislative Review Committee Meetings and City Council Meetings.

Responsible for the completion of the annual budget, confiscated fund budget and training budget. Ensure that appropriate expenditures are made and approve necessary changes that occur throughout the fiscal year.

Hold various meetings both within and outside the Department; meeting with employees, citizens, other agencies and other city departments. Ensuring exchange of information, handling of complaints, concerns and suggestions.

October 1997 to
February 1999

El Paso Police Department, El Paso, Texas
Deputy Chief of Operations

Responsible for planning, coordinating and directing the operation and public safety activities of the five regional commands within the City of El Paso.

March 1991 to
October 1997

El Paso Community College, El Paso, Texas
Instructor

Instruct various portions of the Texas Basic Peace Officer Course.

December 1996 to
October 1997

El Paso Police Department, El Paso, Texas
Police Captain

Managed the personnel and activities of the Criminal Investigative Division which included the following sections: Crimes Against Persons, White Collar Crime, Property Crimes, Arson, Juvenile Investigative Services, and Criminalistics.

August 1992 to

El Paso Police Department, El Paso, Texas

December 1996

Police Lieutenant

Managed and supervised the personnel and activities of the following sections: Tactical Operations, SWAT Commander, Northeast Patrol, and Central Patrol.

April 1982 to
August 1992

El Paso Police Department, El Paso, Texas

Police Sergeant, Detective, Patrol Officer

As a police sergeant, supervised various units within the Police Department to include: Police Academy, Community Services, and Northeast Patrol.

As a police detective, responsible for the investigation of crimes within the following units: Crimes Against Persons, Auto Theft, and Criminalistics.

As a police officer, performed field patrol functions out of the Northeast Patrol Station. Officer of the Year – 1985.

EDUCATION

May 2001

Sul Ross State University

Alpine, Texas

M.S., Criminal Justice

GPA 3.9

April 2001 – Outstanding Criminal Justice Graduate Student

January 1996

Law Enforcement Management Institute of Texas

Sam Houston University, Huntsville, Texas

Graduate, Management Institute

December 1995

Federal Bureau of Investigation National Academy

Quantico, Virginia

Graduate, FBINA

December 1995

University of Virginia

Charlottesville, Virginia

15 Credit Hours

Six credit hours towards Master's degree to include courses in Human Behavior in Organizations and Community Policing Issues.

May 1995

University of Texas

El Paso, Texas

B.S., Criminal Justice

GPA 3.42

El Paso Police Academy

El Paso, Texas

1982 to present – Over 2,400 hours of training documented with the Texas Commission of Law Enforcement Officer Standards and Education. This includes various training in organizational management, budgeting, discipline, media relations, team building, community policing, etc.

Texas Commission on Law Enforcement Officer Standards and Education

Austin, Texas

April 5, 2000 - Academic Achievement Award

June 29, 1994 - Master Peace Officer Certification

January 13, 1990 - Advanced Peace Officer Certification

February 1, 1988 - Instructor's Certification

March 30, 1986 - Intermediate Peace Officer Certification

April 16, 1982 - Basic Peace Officer Certification

PROFESSIONAL AFFILIATIONS

February 2004	National Association of Chiefs of Police
July 2002	Texas Police Chiefs Association
October 2000	Trustee, El Paso Firemen & Policemen Pension Board
June 1998	Chairperson, FBINAA 2000 Conference
November 1997	International Association of Chiefs of Police
December 1996	Board Member, Advocacy Center for the Children of El Paso
January 1996	Law Enforcement Management Institute of Texas Alumni
December 1995	National Chapter of FBI National Academy Associates
December 1995	Texas Chapter of FBI National Academy Associates
December 1991	American Society of Law Enforcement Trainers
April 1990	International Optimist Association
April 1990	Transmountain Optimist Association
June 1989	Texas Police Association

REFERENCES

Available upon request.