

**CITY OF PEORIA, ARIZONA  
COUNCIL COMMUNICATION**

CC: \_\_\_\_\_  
Amend No. \_\_\_\_\_

Date prepared: February 7, 2011

Council Meeting Date: February 15, 2011

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**TO:**

Mayor and Council

**FROM:**



Carl Swenson, City Manager

**SUBJECT:**

Council Confirmation of Police Chief Appointment

**Recommendation:**

Discussion and possible action to confirm the City Manager appointment of Roy W. Minter Jr. as the new Police Chief for the Police Department, effective Monday, March 21, 2011.

**Summary:**

An extensive nation-wide recruitment resulted in 62 applicants for the Chief of Police position.

Roy W. Minter Jr. has 29 years of law enforcement experience. From 2007 to 2011 Roy was Police Chief for the City of Denton, TX. Prior to that from 1992 to 2007 Roy held several positions with the City of Aurora, CO Police Department. From 1982 to 1992 Roy was a Police Officer for the City of Houston, TX.

Roy brings extensive law enforcement experience that includes rich practical experience in most all facets of police work. His background shows successful engagement in the area of community policing and partnering with the community to improve the quality of life. Roy holds Masters Degree in Organizational Management from the University of Phoenix and a Bachelors Degree in Business Administration Management also from the University of Phoenix. His starting salary will be \$145,000.

A copy of Roy's professional resume is attached.

**Attachments:**

Resume – Roy W. Minter Jr.

# ***RESUME***

## ***ROY W. MINTER, JR.***

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### **City of Denton, Texas**

Denton, Texas is a Main Street City that tops a triangle formed by Denton, Ft. Worth and Dallas. This area is traditionally referred to as the Golden Triangle.

The City of Denton was recently recognized as the 9<sup>th</sup> fastest growing city in the nation and is the proud home of two universities; Texas Woman's University and the University of North Texas, the 3<sup>rd</sup> largest university in the State of Texas. These universities have a combined enrollment of approximately 45,000 students. Denton covers 87 square miles and has a population of 119,000 residents.

### **PROFESSIONAL EXPERIENCE**

#### **August 2007 – Present – Denton, Texas Police Department – Chief of Police**

Responsible for the supervision of 155 commissioned personnel and 65 civilian members. Duties includes: management and administration of a \$21 million annual operating budget, direct supervision of Department's three Captains; administration of planning for allocation of resources; evaluating the effectiveness and efficiency of programs; developing methods and procedures to improve operations; coordinating assigned activities with the City Manager, Fire Chief, and other City departments and outside agencies; and providing highly responsible and complex administrative support to the City Manager.

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### **MAJOR ACCOMPLISHMENTS**

- Currently supervising construction plans for a \$14 million Police/Fire Public Safety Training Facility.
- Implemented crime reduction programs that have resulted in a 7% decrease in violent crime, a 5% decrease in property crime and a 5% decrease in total crime.
- Implemented weekly problem solving meetings and monthly CompStat style crime reporting meetings.
- **Community Oriented Policing**  
I reinstated community oriented policing shortly after my arrival in Denton. Our COP program involves creating and maintaining partnerships with the

community. Department personnel are required to attend community meetings, and address crime, quality of life and traffic issues in their assigned patrol areas. It also involves high visibility and constant contact with community members and businesses.

➤ **Field Based Reporting**

I implemented Field Based Reporting in the agency in 2008. Field Based Reporting allows fast and easy completion of incident reports by field personnel.

➤ **Citizen Survey**

During the months of October and November, 2008, a citizen survey was administered to residents of the city of Denton. In the public safety section of the survey, respondents were asked if they felt safe and secure living in the City of Denton. **91%** of the respondents reported feeling safe and secure. Respondents were also asked to rate police visibility. **85.8%** of the respondents reported that police visibility was either excellent or good.

➤ **UCAN Meetings**

The United Community Action Network (UCAN) meetings bring together representatives from neighborhood organizations, Denton Independent School District, University of North Texas, Texas Woman's University, the community of faith, business sector representatives, and others to discuss and identify current issues affecting our community and ways we can work together to address these concerns. UCAN members meet monthly to discuss and formulate plans to address community issues.

➤ **School Tabletop Exercises**

The Denton Police Department held crisis exercises with staff at all schools in the Denton Independent School District to discuss and prepare for situations that could affect their campuses and students.

➤ **Lunch with Blue**

This program involves visiting area elementary schools and having lunch with the students on a monthly basis.

➤ **Electronic Hand-Held Ticket Writers**

The E-Citation program allows officers to issue traffic and parking citations electronically via a hand-held device and transfer data to the Municipal Court system.

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## **City of Aurora, Colorado**

The City of Aurora is the second largest city in the Denver metropolitan area and the third largest city in the state of Colorado. Aurora city covers 144 Square miles in Arapahoe, Adams and Douglas counties, and has a population of over 300,000 residents. Aurora is the 62<sup>nd</sup> largest city in the United States and is ranked 10<sup>th</sup> in the area of lowest crime rate in comparison to 35 similar sized municipalities.

### **March 2006 – August 2007 - Aurora Police Department - Operations Bureau - Commander – District One Station**

Responsible for the supervision of 170 commissioned personnel and 6 civilian members. Duties included: commanding and directing Patrol Officers, Patrol Sergeants, Sector and Patrol Commanders; supervising assigned sworn and non-sworn personnel; assisting in planning for allocation of resources and monitoring and evaluating the effectiveness and efficiency of programs; developing methods and procedures to improve operations; engaging in strategic and tactical problem solving and making decisions appropriate to the level of command; reviewing and approving official reports completed by assigned personnel; preparing special reports and projects at the request of the Division Chief; making presentations; representing the department at meetings and on committees; preparing and monitoring assigned operating and capital budgets, including expenditures; assisting in developing operational priorities, goals, and objectives; making recommendations to the Division Chief regarding selecting, hiring, training, evaluating, and disciplining of assigned employees; supervising assigned employees; assuming duties of the executive duty officer on a regular basis; and performing additional duties as assigned.

I was also responsible for managing a \$15 million budget for my District. During my appointment as the District One Commander, I implemented several community-based programs that assisted in a 19% reduction in Part I crimes for the District.

### **MAJOR ACCOMPLISHMENTS**

- 2007 – Implemented the “Lunch with Blue” program. This program involves visiting area elementary schools and having lunch with the students on a bi-monthly basis.
- 2007 – Organized a district wide “Business Advisory Group.” This program involves meeting with key members of the business community on a monthly basis to discuss issues and concerns of business leaders.
- 2006 – The 2006 Department “Crime Trend Report” showed a 19% decrease in Part I crimes for my District for the year.
- 2006 – Implemented the Hot Spots Report Program.” This was a crime awareness program where patrol supervisors are required to complete daily reports on enforcement activity in designated areas where increases in criminal activity was observed.
- 2006 – Implemented “Robbery Awareness Seminars” for citizens and the business community. These awareness seminars contributed significantly to our 6.5% decrease in robberies.

**January 2005 – March 2006 – Aurora Police Department - Operations Support Section Commander – Lieutenant, Special Operations Bureau**

Responsible for command-level supervision of non-sworn personnel, Police Officers, Detectives, and Sergeants assigned to the Pattern Crimes Unit, SWAT team, Gang Intervention Unit and K-9 Unit.

**December 2002 – January 2005 – Training Section Commander - Lieutenant, Technical Services Bureau**

Responsible for the Recruit Training Program; in-service training for all officers; coordination of the Department's Career Development Program; maintaining the Department's training resource library; Commander of the Field Training Evaluation Program; supervision of the Recruiting and Background Investigation Units; liaison with the Peace Officer's Standards and Training Board and the Civil Service Commission; Department Crisis Intervention Training (CIT) Coordinator.

**March 2002 – December 2002 – Patrol Commander - Lieutenant, Operations Bureau**

Responsible for supervising scheduling of vacations, overtime compensation, on-duty training and car assignments; responsible for assigning and adjusting manpower to meet scheduling needs and calls for service with regard to minimum staffing requirements; completed performance appraisals and developed sergeants through counseling and training programs; reviewed and trained sergeants in fulfilling the requirements of Department Policies and Procedures; scheduled days off and duty assignments; established and maintained an acceptable level of quality service provided by sergeants; initiated formal/informal discipline aimed at correcting inappropriate activity of subordinates.

**February 2002 – March 2002 - Acting Section Commander - Captain, Narcotics Section**

Responsible for planning, coordinating and directing enforcement programs aimed at combating prostitution, child pornography and illegal narcotics distribution; development and administration of a \$3million operating budget.

**September 2000 – February 2002 - Sergeant, Narcotics Section**

Responsible for planning, coordinating and directing enforcement programs aimed at combating prostitution, child pornography and illegal narcotics distribution; development and administration of a \$3million operating budget.

While in this position, I reorganized and updated the Section's case management procedure; revised the Section's training schedule from yearly to quarterly training cycles; implemented new reporting requirements for tactical operations; supervised the Clandestine Laboratory Response Team.

**January 2000 – September 2000 - Sergeant, Investigations Bureau/Fraud Unit**

Supervised eight (8) detectives and one (1) non-sworn position. Responsible for the supervision, review and approval of investigations involving fraud and forgery. Also completed objective performance appraisals on all employees under my direct supervision.

**October 1999 – January 2000 - Sergeant, Patrol Bureau**

Performed duties of Acting Watch Commander during his/her absence; supervised 10 patrol officers during daily patrol activities; completed performance appraisals and developed officers through counseling and training programs; reviewed and trained officers in fulfilling the requirements of Department Policies and Procedures; scheduled days off and duty assignments; established and maintained an acceptable level of quality service provided by officers; initiated formal/informal discipline aimed at correcting inappropriate activity of subordinates.

**October 1998 – October 1999 - Detective, Investigations Bureau – Sex Crimes Unit**

Responsible for the investigation of juvenile non-family related and adult sexual assaults; monitoring pattern sexual assault related offenses including indecent exposure; working closely with the Victim Services Unit during investigations; preparing bulletins for dissemination to other bureaus of the department and other police agencies; completing criminal prosecution case filings for the district attorney's office and initiating affidavits for search and arrest warrants.

**June 1998 – October 1998 - Detective, Investigations Bureau/Domestic Violence Unit**

Served on the 18<sup>th</sup> Judicial District Domestic Violence Board; responsible for the investigation of crimes where parties were involved in an intimate relationship; completing criminal prosecution case filings for the district attorney's office and initiating affidavits for search and arrest warrants.

**February 1997 – June 1998 - Detective, Investigations Bureau/Juvenile Unit**

Responsible for the investigation of crimes, other than burglary and auto theft, committed by juveniles; completing criminal prosecution case filings for the district attorney's office and initiating affidavits for search and arrest warrants; responsible for the investigation of offenses involving family relations such as child abuse, sexual assault or incest. Other duties and responsibilities included investigating cases involving runaways or missing children.

**January 1995 – February 1997 - Investigator, Vice and Narcotics**

**Section/Intelligence Unit.** Appointed to the F.B.I. Domestic Terrorism Task Force. Duties included conducting undercover investigations, completing criminal prosecution case filings for the district attorney and U.S. Attorney's offices; successfully investigated several anti-government Militia groups; writing affidavits for search and arrest warrants. Other duties included investigating liquor establishments, conducting background investigations for liquor licenses; inspection, investigation, enforcement and case filings for Liquor Code violations; investigating cases involving illegal gambling operations, public corruption, bribery, illegal sale and distribution of liquor, tobacco and firearms; conducting background investigations for concealed weapons permit applicants, investigating subversive groups, and coordinating dignitary visits.

**January 1994 – January 1995 - Field Training Officer, Patrol Bureau**

Responsible for daily evaluation, supervision and training of probationary police officers. Other duties included responding to calls for service, conducting preliminary investigations, enforcing traffic laws and providing assistance to citizens.

**October 1992 – January 1994 - Patrol Officer, Patrol Bureau**

Responsible for enforcement of all municipal, state and federal laws and enforcement of traffic violations; responding to calls of public concern to protect life, property and serving the citizens of Aurora.

**Houston Police Department**

**August 1982 – August 1992 - Police Officer, Special Operations Bureau/Tactical Services Bureau.**

Duties included responding to calls for service in the downtown Central Business District; handling all major traffic control assignments; responding to all large-scale demonstrations, riots and SWAT calls; coordinating dignitary visits and security for the Mayor's Office.

## ***FORMAL EDUCATION***

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**UNIVERSITY OF PHOENIX, Aurora, Colorado**

September 1998

Degree: ***Master of Arts – Organizational Management***

Overall Grade Point Average: **3.83**

**UNIVERSITY OF PHOENIX, Aurora, Colorado**

November 1996

Degree: ***Bachelor of Science – Business Administration – Management***

Overall Grade Point Average: **3.68**

## ***LEADERSHIP/MANAGEMENT/SUPERVISORY TRAINING***

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Intelligence Led Policing: Bill Blackwood Law Enforcement Management Institute of Texas. March 2009.

The Police and Crime Control: Bill Blackwood Law Enforcement Management Institute of Texas. April 2008.

Measuring the Impact of Targeted Police Efforts: Bill Blackwood Law Enforcement Management Institute of Texas. April 2008.

Problem-Oriented Policing and Crime Reduction: Bill Blackwood Law Enforcement Management Institute of Texas. April 2008.

Budget Development and Management: Bill Blackwood Law Enforcement Management Institute of Texas. March 2008.

Senior Management Institute for Police – Executive Strategic Management Course: Police Executive Research Forum. July 2006.

Anti-Bias Policing Instructor Training: Colorado Regional Community Policing Institute. April 2005

Law Enforcement Response to Weapons of Mass Destruction Incidents Instructor Training: Department of Homeland Security. April 2005.

Prevention and Deterrence of Terrorists Acts Instructor Training: Department of Homeland Security. March 2005.

Advanced Ethics Instructor Training: The Center for American and International Law. February 2005.

## ***COMMUNITY COMMITMENT/AWARDS/ PROFESSIONAL MEMBERSHIPS***

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- Currently serving on the board of directors for the following professional organizations: Institute for Law Enforcement Administration (ILEA), United Way of Denton, The Salvation Army of Denton County, and the Heroes of Denton County.
- Gary P. Hayes Award – April 2008 - The Hayes Award honors the memory of the Police Executive Research Forum's first executive director, who helped lead a major wave of improvements in American policing. It is presented annually to "up-and-coming" law enforcement professionals whose character, record of leadership, and commitment to better policing embody the ideals to which Gary Hayes was committed.
- Chief's Commendation – March 2004 – for "outstanding and exemplary" academy training programs.
- 2005 – 2007 - National Organization of Black Law Enforcement Executives – Colorado Chapter President
- 2004 – 2007 – Aurora Police Department Chaplain Unit Liaison