



Letter of Award Employee of the 1st Quarter 2023

To: Kim Anderson
From: Craig N. Meidl, Chief of Police
Date: May 10, 2023
Re: 2023 Employee of the 1st Quarter Award

Director Jacqui MacConnell nominated you for the Employee of the Quarter Award. Employee of the Quarter nominations are based on either a specific act of unusual meritorious service, a specific project of significance to the community, City, or Department, or sustained superior performance of assigned duties. When the Special Awards Committee reviewed the nominations, it was clear that you are most deserving of this recognition. Director MacConnell's nomination included:

"I have overseen the department's hiring process since the beginning of 2017. Since that time (and for years before), Ms. Anderson has been the backbone of our hiring process overall, especially the process of hiring commissioned officers. She knows the process intricately and schedules candidates for the steps for our hiring process flawlessly. She communicates both with internal and external partners throughout the application process. She works with Civil Service regularly and maintains a great working relationship with them. She communicates with different partners for scheduling medical evaluations, polygraphs and more. She is thorough and maintains impeccable records of the process for each candidate. On the occasion that I need to ask her for information related to our hiring process, she is able to respond within a timely manner with the requested information.

Ms. Anderson's communication with our applicants is key to ensuring the candidates know how important they are during the process. I have personally heard how appreciative candidates are of her prompt response to their questions and her thoroughness of her communications with them. Once an applicant is hired, specifically for a commissioned position, Ms. Anderson communicates not only with the applicant but also with the family. Again, this is key in our hiring process, letting the families know that they are part of our "SPD family".

Regarding the hiring process for commissioned personnel, YTD in 2022 Ms. Anderson has scheduled 305 virtual interviews, approximately 75 oral boards and 23 interviews with the Chief. Keeping in mind that each applicant has numerous steps in the hiring process, this is a tremendous amount of work. Ms. Anderson's work furthers the department's mission to continue to recruit and process the most qualified applicants to become Spokane Police Officers.

The efforts and results of Ms. Anderson are in keeping with not only the Mission, Vision and Values of the Spokane Police Department, but also with Goal #7 of the department's 2022-2023 Strategic Plan of developing and retaining a qualified, diverse workforce that represents the community in which we live, work and play.

Kim, you exemplify the best in an employee with your commitment and dedication to your profession, work ethic and excellent work product. The Spokane Police Department is fortunate to have such an employee, and you are worthy of this recognition. You will receive a plaque at our annual award ceremony in March 2024 and a copy of this letter will be placed in your employee file.

Sincerely,

A handwritten signature in black ink, appearing to read "C N Meidl".

Craig N. Meidl, Chief of Police


The Spokane Police Department

**2023
EMPLOYEE OF THE 1ST
QUARTER**

THIS CERTIFICATE IS AWARDED TO

KIM ANDERSON

*In Recognition of Valuable Contributions to the
Spokane Police Department*


**Craig N. Meidl
Chief of Police**



May 10, 2023