

**PALO ALTO POLICE DEPARTMENT
BILINGUAL EVALUATION / TESTING SURVEY**

Agency	Contact	Language(s)	Who	Cost
Arcadia PD	Dave Hinig (626) 574-5178 DHinig@ci.arcadia.ca.us	Mandarin Spanish	Arcadia High School Language Instructors: MOU requires verbal proficiency, so a 15-20 minute interview between officer and instructor and instructor decides at that time if officer qualifies or not.	No cost
El Cajon PD	Jennifer Busskohl HR Analyst (619) 441-1698 jbusskohl@ci.el-cajon.ca.us		Los Angeles Unified School District's Bilingual Testing Program. Tests administered on site. Contact info: Liliana Bharwani (213) 353-4211 x3355 Box 512298, Los Angeles 90051-0298	\$80 per person for oral or written; \$150 per person for both oral and written.
Fairfield PD	Laura Hendricks HR Tech (707) 428-7505 LHENDRICKS@ci.fairfield.ca.us		Cooperative Personnel Services (CPS) exams, which consist of a written and oral exam (using cassette tapes). HR proctors the exam and mails the materials back to CPS for scoring.	
Fremont PD	Angela Moers Executive Assistant (510) 790-6821 amoers@ci.fremont.ca.us		Century School of Languages (San Jose). Fremont PD administers the test and Century scores them and provides written results.	\$60 per employee
Garden Grove PD	Scott Jordan scottj@ci.garden-grove.ca.us		City HR administers test by using other management level employees to certify.	No cost

Hemet PD	Captain Rudy Cabrera rcabrera@cityofhemet.org	Spanish	Captain Cabrera has dictated 5 police reports in Spanish onto 5 tapes. The applicants review 1 of the 5 tapes and translate them on paper. If the paper matches the dialogue, they qualify.	
Indio PD	Chief Bradley Ramos (760) 775-3717 bramos@indio.org		Currently use in-house City and Police personnel and must be able to converse 100%. They are given a series of questions that require long thought out answers. Allows them to get the testing done quickly, usually within 4 weeks of hire and in the past has been done annually.	
King City PD	Chief Jim Copsey pdchief@kingcity.com	Spanish	Initially developed a testing process administered by a specialist and they now administer themselves. Chief's Admin Assistant and City Clerk administer test annually.	
Morgan Hill PD	Mary Kaye Fisher HR Director mkfisher@ch.morgan-hill.ca.gov		3-person employee board (other employees who are certified and at least one from the testing person's department). The test is verbal and designed to establish a basic conversational level of competence, to respond to citizens, especially in the respective department's field of work.	
Newark PD	Joanne Onstad Personnel Tech (510) 794-2388 JOANNE.ONSTAD@newark.org		Century School of Languages, Inc. in San Jose (Lupe Morishige) (408) 249-4680	\$60 per employee tested

Petaluma PD	Chief Tom Simms (707) 778-4369 tsimms@ci.petaluma.ca.us	Spanish	Sonoma State College	
Redwood City PD	Maria Rivera-Pena HR Director (650) 780-7287 MPena@redwoodcity.org	Spanish	<p>Originally paid Community College Spanish Instructors to design the tests and then 4 years ago designed a program themselves to save money, build credibility and make a more effective testing process.</p> <p>Currently they have two levels of skills (basic and advanced) and use a Spanish-speaking community volunteer as the assessor. They have a few to chose from but use one at a time and take them to lunch. This accomplishes the objectives of involving the community, having a neutral assessor and building credibility among the Spanish community.</p> <p>In four years they have had only one appeal.</p> <p>RWC HR offers this proven service at a low cost.</p>	
Roseville PD (\$25/mo incentive)	Ann Staddan (916) 774-5021 astaddan@roseville.ca.us		Language World (916) 473-0100	

Santa Ana PD	Ben Rodriguez (714) 245-8018	Spanish Vietnamese Samoan Cambodian Korean	<ul style="list-style-type: none"> - Testing in-house; 30-minute oral including ability to take crime report, complete traffic cite and FI card. - Two pay scales: 2.5% for above; 5% for fluent. 	
Santa Paula PD	B. Gonzales bgonzales@ci.santa-paula.ca.us		Community College Partnership	
Tracy PD	Captain Mike Sims (209) 831-4578 Mike.Sims@ci.tracy.ca.us		CSU Stanislaus Linguists	\$3,000 for 10-15 employees
West Sacramento PD	Ellen Nakata-Harper (HR) (916) 617-4500 ellen.nakata-harper@ci.west-sacramento.ca.us	Spanish Russian SE Asian	<ul style="list-style-type: none"> - Spanish: Local testing service worked with HR to develop test for sworn & non-sworn. Spanish administrative staff person in PD worked with HR to develop work scenarios, which were used to develop the test questions. Test development was minimal because the company had already worked with another LE agency to create a bilingual test. - Russian: CSU Sacramento language professor and a back-up while on sabbatical. - SE Asian: County. 	<p>Spanish: \$50 per test</p> <p>Russian: No cost and back-up charged minimal stipend</p> <p>SE Asian: No cost</p>