



City of Sedona

102 Roadrunner Drive
Sedona, AZ 86336

MEMORANDUM

TO: Anette Spickard, City Manager
FROM: Russ Martin, HR Manager
DATE: July 31, 2024
CC: Andy Dickey, Deputy City Manager
RE: Deputy Chief Investigation Summary/Submittal

The following is an executive summary of the Deputy Chief Ryan Kwitkin Investigation:

In March 2024, during the investigation of the Police Chief Stephanie Foley the independent, third-party investigator, Revolutionary HR Consulting, informed the City of multiple concerns regarding the actions of the Deputy Chief Ryan Kwitkin before, during and after the Police Chief investigation.

At the conclusion of the Police Chief investigation, which sustained none of the allegations against Chief Foley, Revolutionary HR Consulting recommended to “Conduct a follow-up investigation regarding Kwitkin and potential violations...” Based on the recommendation and information obtained during employee interviews, the HR Department commenced an investigation in the conduct of Deputy Chief Kwitkin beginning in May 2024.

The follow-up investigation led to 13 allegations against the Deputy Chief, most of which were sustained, and subsequently led to Deputy Chief’s dismissal on July 10, 2024.

Below is a timeline of the events leading to the Deputy Chief’s dismissal:

- Thursday March 14th – 3 Staff members came to the Human Resources offices to voice concerns over the behavior of the Police Chief and asked to have an independent investigator come in to investigate the allegations.
- Monday March 18th – Revolutionary HR Consulting was brought on and the investigation into the Chief began.
- Saturday March 23rd – The Notice of Investigation was sent out to Police



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staff and subsequently direct notice was given. Interviews were initially conducted with a total of 10 individuals by Revolutionary HR.

- Tuesday April 30th – An email to all Police staff was sent requesting any additional information anyone wanted to share regarding any relevant information associated with the Chief's allegations. 13 additional staff were interviewed from this outreach resulting in interviews of a total of 23 City employees.
- Tuesday May 22nd – Revolutionary HR shared the report into the Chief's allegations with the Human Resources Department which found that none of the allegations against the Chief were substantiated, Revolutionary HR further suggested follow up by the City into allegations of misconduct by the Deputy Chief, that it discovered during the Chief's investigation.
- Thursday May 24th – The City placed the Deputy Chief on paid administrative leave pending review of the new allegations. The follow-up investigation began with the City's Human Resources Manager. The HR Department conducted 14 follow-up interviews.
- Wednesday June 19th – The Deputy Chief, while on paid admin leave, was commanded to appear for an interview regarding the allegations but did not attend; a repeated request and alternate times were issued/scheduled, and he still did not attend.
- Thursday June 26th – The investigation of the Deputy Chief was completed and sent to the Deputy City Manager for consideration of 13 allegations, 10 that were sustained, 1 that was partially sustained and 2 that were not sustained.
- Monday July 1st – Notice of termination was given to Deputy Chief and the Deputy Chief, although still a probationary employee, was offer the chance of a predetermination hearing.
- Wednesday July 3rd – Deputy Chief replied requesting a hearing reviewing of termination . On Tuesday, July 9th and Wednesday, July 10th, the City held openings for a termination hearing with the Deputy Chief.
- Thursday July 10th – End of day; Deputy Chief did not show for the requested hearing or request to reschedule a hearing time; final termination notice was given.



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In summary, the Deputy Chief's allegations that were sustained include aggressive behavior, abuse of authority, harassment, uncooperative and insubordinate actions during investigations, and the failed ability to improve on unacceptable employee performance including communication skills. See the full report for details.

Ultimately with the 10 allegations sustained, 1 partially, the Deputy City Manager determined it was not possible to continue to employ the Deputy Chief. During this investigation Deputy Chief was afforded the Police Officer Bill of Rights and city policy opportunities for appeal even though he was not eligible for them as a probationary employee. He did not take advantage of any of the opportunities voluntarily provided.

I know the city values the thoroughness of both investigations and I believe now the Police Department is ready to move forward and keep focused on the mission of selfless service for all.