

Memorandum



CITY OF DALLAS

DATE May 5, 2026

Honorable Members of the Ad Hoc on Administrative Affairs Committee: Jesse Moreno (Chair), Laura Cadena (Vice Chair), Maxie Johnson, Cara Mendelsohn, Kathy Stewart

SUBJECT **Inspector General Search Timeline**

Purpose

This memorandum provides an update on the recruitment progress for the Inspector General position. The purpose is to inform leadership of the current status of the posting, the distribution channels engaged to date, and the outreach strategy in place to attract a qualified and diverse candidate pool.

Position Overview

The Inspector General is a senior-level appointed position responsible for conducting independent audits, investigations, and inspections of City of Dallas programs, operations, and contracts to promote accountability, transparency, and integrity in city government. Per Proposition L, the position requires the successful candidate to hold a Juris Doctor (J.D.) degree and be a licensed attorney.

Recruitment Vendor: SGR (Strategic Government Resources)

Position Status: Open — Actively Recruiting

Posting & Distribution Status

The position has been posted internally through the City of Dallas official jobs portal and externally through SGR's network across 12 targeted platforms. The distribution strategy prioritizes legal professional associations, government-specific job boards, diversity-focused networks, and inspector general practitioner communities to ensure maximum visibility among qualified candidates.

City of Dallas Jobs Portal (Internal/Official) • SGR Job Board • League of Women in Government • National Center for State Courts • Minority Corporate Counsel Association (MCCA) • American Bar Association (ABA) • ELGL • ICMA • GovernmentJobs.com (NEOGOV) • Texas Municipal League (TML) • Dallas Bar Association • State Bar of Texas • Inspector General Community (IGNET/AIGA)

Platform / Site	Channel	Status
City of Dallas — Direct Posting		
City of Dallas Jobs Portal	<i>Internal / Official</i>	✓ Posted
Platform / Site	Channel	Status
SGR Network — Vendor-Managed Distribution		
SGR Job Board	<i>Vendor platform</i>	✓ Posted
League of Women in Government	<i>Diversity / Professional assoc.</i>	✓ Posted
National Center for State Courts	<i>Legal / Judicial network</i>	✓ Posted
Minority Corporate Counsel Association (MCCA)	<i>Diversity / Legal assoc.</i>	✓ Posted
American Bar Association (ABA)	<i>Legal professional assoc.</i>	✓ Posted
ELGL (Emerging Local Government Leaders)	<i>Government network</i>	✓ Posted
ICMA (Int'l City/County Mgmt. Association)	<i>Government network</i>	✓ Posted
GovernmentJobs.com (NEOGOV)	<i>Government job board</i>	✓ Posted
TML (Texas Municipal League)	<i>Texas municipal network</i>	✓ Posted
Dallas Bar Association	<i>Local legal assoc.</i>	✓ Posted
State Bar of Texas	<i>State legal assoc.</i>	✓ Posted
Inspector General Community (IGNET/AIGA)	<i>IG practitioner network</i>	✓ Posted

Next Steps

- Monitor application volume and pipeline quality with SGR following the initial posting period.
- Schedule a pipeline review briefing with leadership once the posting period closes.
- A subsequent update memo will be issued once SGR provides an initial candidate summary.

Please let me know if you would like any additional information or if any adjustments to the distribution strategy are need.

Proposed Search Timeline

Milestone	Date	Notes
Contract Executed & Welcome Email from SGR	February 16, 2026	Projected Date
Onsite Position Profile Interviews	March 5–12, 2026	Search Committee, Supervisors, Direct Reports & Stakeholders
Position Profile Brochure Finalized / Job Launched	April 14, 2026	Following City Approval
Job Posted / Ads Placed	April 15, 2026	Internal steps with SGR
Application Deadline / SGR Identifies Semifinalists	May 17, 2026	~30 days after posting; rolling basis
Media & Background Checks Due	May 26, 2026	Internal steps with SGR
Semifinalist Briefing Materials Delivered to City	May 26, 2026	Includes cover letters, resumes, questionnaires & media reports
SGR Meets with City — Semifinalist Review / Finalist Selection	June 2, 2026	~90-min virtual meeting with Search Committee (Jun 2 or 3)
Reference Checks on Finalists / DiSC Assessments	June 3–5, 2026	Internal steps with SGR; DiSC if desired
Finalist Briefing Materials Delivered to City	June 5, 2026	Includes resumes, questionnaires, interview schedule & DiSC
Finalist Interview Start Date	June 9, 2026	Option 1: Jun 9–11 Option 2: Jun 17–18 (Jun 19 — Juneteenth)

Observations & Notes

- The distribution mix is strategically broad — covering legal professional networks, government practitioner communities, diversity-focused associations, and inspector general-specific channels, which aligns well with the J.D./attorney requirement mandated by Proposition L.
- Postings on the Dallas Bar Association and State Bar of Texas channels are particularly relevant given the licensed attorney requirement and the local/state legal market.
- SGR is managing all external postings.

Next Steps

- Monitor application volume and pipeline quality with SGR following the initial posting period.
- Share candidate screening criteria with SGR to ensure alignment with Proposition L requirements and the City's qualifications framework.
- Schedule a pipeline review briefing with leadership once the posting period closes.
- A subsequent update memo will be issued once SGR provides an initial candidate summary.

Please contact Nina Arias, Director of Human Resources at nina.arias@dallas.gov if you would like any additional information or if any adjustments to the distribution strategy are needed at this stage.



Jack Ireland,
Chief Financial Officer

c: Kimberly Bizzor Tolbert, City Manager
Bertram Vandenberg, City Attorney (I)
Mamatha Sparks, City Auditor (I)
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Baron Eliason, Inspector General (I)
Dominique Artis, Chief of Public Safety

Dev Rastogi, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Alina Ciocan, Assistant City Manager
Robin Bentley, Assistant City Manager
Ahmad Goree, Chief of Staff to the City Manager
John Johnson, Chief of Real Estate
Directors and Assistant Directors