

Matt Bostrom

RAMSEY COUNTY SHERIFF

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March 1, 2013

Ramsey County Citizens
Ramsey County Board of Commissioners and City Councils
Public Safety and Community Partners

Dear Citizens, Commissioners, Council Members, and Partners,

On January 4, 2011, I took the oath of office and began serving as Ramsey County Sheriff. I believe that the last two years have resulted in significant progress and the Ramsey County Sheriff's Office has begun its transformation into a regional leader in public safety. We have faced some challenges, and progress would not have been possible without the dedication of the members of Ramsey County Sheriff's Office and the support of the county board, county manager, city councils, city managers, and partner organizations.

The Ramsey County Sheriff's Office was established in 1849 and became Minnesota's first law enforcement agency. Minnesota State statutes define the duties for the county sheriff and our values guide how we carry them out. At the Sheriff's Office, we value providing safety through community policing, restoring trust through fiscal responsibility, collaborating with local law enforcement, and encouraging diversity to reflect the community. We also value improving service through technology and connecting with youth to build for the future.

We have reviewed our services and use best practices, exercised fiscal discipline, and built strong relationships with public safety and community organizations to achieve better outcomes. Among our achievements, we have reorganized the Sheriff's Office and established mission statements for each division and unit within the organization. The Two Years at a Glance attachment highlights many of our other significant accomplishments.

This era of law enforcement requires collaboration between public safety agencies. The Sheriff's Office is responsive to community needs and is seen as a regional resource that works with a common purpose alongside our public safety and community partners. The result is more safe streets, parks, and lakes. Taxpayer dollars are being spent wisely. Community members and youth are being engaged. Employees are receiving training and performance evaluations, and innovative technology is being utilized.

Public service carries many expectations, including trust and accountability. As we look ahead, I remain dedicated to guiding our transformation and exceeding your expectations.

Thank you again for your support.

Matt Bostrom
Ramsey County Sheriff

Ramsey County Sheriff's Office

Sheriff Matt Bostrom



*A leader in public safety
and community partnerships*

2011 Year At a Glance

Providing safety through community policing	Restoring trust through fiscal responsibility	Collaborating with local law enforcement	Encouraging diversity to reflect the community	Improving service through technology	Connecting with youth to build for the future
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★	★	★	★	★	★	Reorganized the Sheriff's Office to focus on core functions
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In March 2011, the Sheriff's Office was reorganized to focus on core functions prescribed by state statute, and to provide efficient and effective services to the community and public safety partners. Through appropriate staffing, the community was kept safe as more deputies were assigned to patrol, courts, waterways, and the jail.

	★	★				Exercised budgetary responsibility
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For the first time in 10 years, the Sheriff's Office closed the year with budgetary savings and did not request use of the vacancy factor. These savings helped offset an inherited revenue shortfall that was projected to require new spending to resolve.

★	★	★		★	★	Updated a department-wide policy manual
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A decades-old policy and procedures manual was completely updated and revised. Today, this policy manual is comprehensive and reflective of national and local best practices. The manual is available electronically on each employee's desktop.

★	★			★		Reestablished an annual employee performance review process
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An annual performance review process for every employee of the Sheriff's Office has been reestablished. Reviews, which are completed electronically, now include a focus on employees' strengths, community involvement, and professional development.

★	★	★			★	Staffed the watch commander position
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The Sheriff's Office now staffs the Watch Commander position to ensure operations, communication, accountability, and delivery of services from all divisions during evening and early morning hours, 7 days a week, and 365 days a year.

★	★	★	★	★	★	Engaged in collaborative initiatives
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The Sheriff's Office engages with justice and community partners through initiatives, including the Evidence-Based Decision Making Initiative, Juvenile Detention Alternatives Initiative, Residential Emergency Response Information Form for residents with disabilities, and the Year-Round Prescription Medicine Collection Program.

★	★	★				Provided training to deputies, officers, and citizens
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All deputies and correctional officers now participate in year-round training to hone their skills. The Sheriff's Office also collaborated with agencies throughout Ramsey County to deliver joint training. Training was provided to citizens on emergency preparedness and crime prevention. All of this ensures critical situations are responded to professionally.

★	★	★	★	★	★	Improved the utilization of technology
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The new strategic management of technology has set the foundation for an improved public website, SharePoint for internal use, and the introduction of online services to provide residents greater access to public safety information. The Sheriff's Office was also involved with real time information efforts, and the computer-aided dispatch and records management system redesigns.

★	★	★	★			Engaged with local government leaders
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Sheriff Bostrom met with every City Council in Ramsey County and with each member of the Ramsey County Board to discuss the transformation and role of the Sheriff's Office. The Sheriff's Office also met frequently with leaders to explore issues and solutions.

★	★				★	Encouraged youth initiatives
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Youth are now actively engaged with the Sheriff's Office through mentoring programs at Humboldt High School, and school-based support and safety programs including Drug Abuse Resistance Education (DARE), Law Enforcement Explorers, Scouting Day, ARTS-Us, and the Gang Reduction and Intervention Program (GRIP) at Neighborhood House. The Sheriff's Office also provided youth hunting, ATV, and snowmobile safety training.

★	★	★	★	★	★	Connected with community members
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The Sheriff's Office engaged citizens, businesses, and organizations to improve neighborhood safety through the Citizen Academy, Community Emergency Response Team (CERT), Crime Free Multi-Housing, Crime Prevention Through Environmental Design (CPTED), Fright Farm, Mexican Consulate, Neighborhood Watch, Night to Unite, Problem Properties Code Enforcement, Project Lifesaver, Ramsey 9-1-1, and Sheriff's Open House.

This document briefly explains the major accomplishments of the Ramsey County Sheriff's Office during 2011 under the leadership of Sheriff Matt Bostrom. Each accomplishment reinforces Sheriff Bostrom's commitment to transform the department.



Ramsey County Sheriff's Office

Sheriff Matt Bostrom

*A leader in public safety
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2012 Year At a Glance

Providing safety through community policing	Restoring trust through fiscal responsibility	Collaborating with local law enforcement	Encouraging diversity to reflect the community	Improving service through technology	Connecting with youth to build for the future
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	★	★	★	★	★	★
Focused the Sheriff's Office on mission	★	★	★	★	★	★
Mission statements were established for the department and each division with input from members of the Sheriff's Office. The new mission statements focus on the Sheriff's Office constitutional and statutory mandates, professionalism, and community partnership.						
Continued to hold the line on spending		★	★			
For the second year in a row, the Sheriff's Office held the line on spending by collaborating with the County Manager and the County Board. Through strong fiscal leadership, Sheriff Bostrom reduced transportation costs, improved services, and protected taxpayers from budgetary overruns.						
Revised the hiring and promotion process	★	★	★	★	★	★
Today, the Sheriff's Office recruits, selects, hires, and promotes staff based on character and competence. A newly established Background Investigations Unit and the revised hiring process help to select professional men and women to serve Ramsey County.						
Chaired the Criminal Justice Coordinating Council	★	★	★	★	★	★
Sheriff Bostrom was selected by his peers to chair the county's inaugural Criminal Justice Coordinating Council (CJCC). The CJCC, an organization of the county's criminal justice agencies, is designed to create safer communities by working collaboratively and achieving results that are consistent with community values.						
Secured over \$1.4 million in grant funding	★	★	★			★
The Sheriff's Office pursued and secured grant funding to combat auto theft and violent crime, support youth services, improve technology, provide crime scene equipment, and increase traffic and impaired driving enforcement. Many of these grant funded initiatives involved partnering with local, state, and federal agencies.						
Launched a new website complete with online services	★	★	★	★	★	★
The community can easily access information about the department, including crime prevention, community services, operations, and internship and volunteer opportunities. Online services include CodeRED for emergency notifications, a community concerns form to receive feedback, a search to see who has an outstanding warrant, crime tip reporting, and online registration for Night to Unite.						
Continued to meet with local, state, and community leaders	★	★	★	★	★	★
The Sheriff's Office continued to regularly meet with city council members, county commissioners, community leaders, judges, and legislators on issues related to public safety. The Sheriff's Office also initiated Ramsey County's first Suburban Law Enforcement Memorial Day, honoring those who lost their lives in the line of duty.						
Established a regional response for crime scene processing	★	★	★		★	
At the request of the suburban police chiefs, the Sheriff's Office took a leadership role in building a county-wide capacity for mobile crime scene processing. Evidence at crime scenes can now be processed, recovered, and preserved more efficiently.						
Expanded the Blueprint for Public Safety county-wide	★		★	★		
The Blueprint for Public Safety, a national model for the justice system's response to domestic violence, was taken to a regional level and implemented county-wide. The Sheriff's Office played a key role by coordinating and partnering with suburban law enforcement agencies, prosecutors, and victim advocacy leaders.						
Enhanced training for deputies, correctional officers, citizens, and youth	★	★	★			★
The Sheriff's Office enhanced the training programs for deputies, correctional officers, supervisors, and commanders in addition to partnering with agencies in the region. A comprehensive field training program was established. New training included updated in-service; skills for new supervisors; active shooter; and, multi-jurisdictional coordinated emergency response. Citizen and youth training opportunities were increased. The Sheriff's Office also provided workplace safety training to county and state departments.						
Increased community policing and outreach efforts	★	★	★			★
The Sheriff's Office increased community outreach and engaged a higher number of citizens, businesses, and organizations by leading and supporting several community policing programs.						

This document briefly explains the major accomplishments of the Ramsey County Sheriff's Office during 2012 under the leadership of Sheriff Matt Bostrom. Each accomplishment reinforces Sheriff Bostrom's commitment to transform the department.

Ramsey County Sheriff's Office

Vision, Mission Statements, and Values

Vision

A leader in public safety and community partnerships

Mission Statements

Ramsey County Sheriff's Office

The Ramsey County Sheriff's Office provides law enforcement and public service in accordance with our constitutional and statutory mandates. The Sheriff's Office is committed to leadership in public safety, through professionalism and partnership with other agencies.

Administration Division

The Administration Division coordinates all functions of the Sheriff's Office and supports operations by providing resources, direction, policy, and leadership. We provide training, administrative and financial resources, equipment, and community services.

Court and Security Services Division

The Court and Security Services Division is committed to protecting and serving both the public and the judiciary system with skill and integrity, to ensure a safe and just community.

Detention Services Division

The Detention Division creates a safe, secure, and humane environment for detainees and staff, and promotes public safety together with other agencies.

Public Safety Services Division

The Public Safety Services Division promotes public safety through awareness, enforcement, and education. We are professional, responsive, and committed to strong community partnerships.

Regional Special Services Division

The Regional Special Services Division delivers specialized law enforcement capabilities to the Ramsey County Sheriff's Office and supports other agencies throughout the region with those capabilities.

Values

- Providing safety through community policing
- Restoring trust through fiscal responsibility
- Collaborating with local law enforcement
- Encouraging diversity to reflect the community
- Improving service through technology
- Connecting with youth to build for the future

Matt Bostrom

Ramsey County Sheriff

John Kirkwood

Chief Deputy, Regional Special Services

Julie Rudie

Undersheriff, Administration

Mark Pettit

Undersheriff, Court & Security Services

David Metusalem

Undersheriff, Detention Services

Jack Serier

Undersheriff, Public Safety Services

For more information:

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Ramsey County Mission Statement

Ramsey County - Working With You to
Enhance Our Quality of Life

Ramsey County Values Statement

Ramsey County is community centered and serves the citizens with integrity, honesty, respect, innovation, and responsibility.