



## Office of the Ramsey County Sheriff

### Matt Bostrom, Sheriff

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February 20, 2015

Ramsey County Citizens  
Ramsey County Board, Mayors, and City Councils  
Public Safety and Community Partners

Dear Citizens, Commissioners, Council Members, and Partners,

On January 6, 2015, I was sworn into office for a second term as Ramsey County Sheriff. The oath of office serves as a reminder that the sheriff is an elected official, the chief law enforcement officer of the county, and a constitutional officer. The oath requires the sheriff to “support the Constitution of the United States and the Constitution of the State of Minnesota.” Minnesota State Statutes require the sheriff to “keep and preserve the peace of the county” in addition to mandating every duty performed. This is not a responsibility taken lightly, and I appreciate your trust and confidence in my continued service as sheriff.

Four years ago, we began a journey to transform the Sheriff’s Office into a regional leader in public safety. Along the way, we accomplished several milestones in pursuit of this commitment, as highlighted in previous annual reports. Today, I am confident you see an Office focused on mission, guided by values, and comprised of people who share a vision for delivering the best in professional law enforcement and public safety services.

Throughout the journey, we met statutory mandates and overcame challenges. This was possible because of the dedication and leadership of the members of this Office and the county’s police departments, fire departments, emergency medical services, and emergency communications. The support of the county board, county manager, city councils, mayors, city managers, and partner organizations were integral to a more safe community.

Over the next four years, we will continue to deliver excellent service by providing safety through community policing, preserving trust through fiscal responsibility, collaborating with partners, encouraging diversity to reflect the community, improving service through technology, and connecting with youth to build for the future.

The attached *Year at a Glance* highlights many of the accomplishments from last year. In 2015, we will continue to pursue our mission and provide justice for all.

Thank you again for your support.

Matt Bostrom  
Ramsey County Sheriff

Values					
Providing safety through community policing	Preserving trust through fiscal responsibility	Collaborating with public safety partners	Encouraging diversity to reflect the community	Improving service through technology	Connecting with youth to build for the future

# 2014 Year At a Glance

## Ramsey County Sheriff's Office

### Sheriff Matt Bostrom



★	★	★	★	★	★	<b>Continued to engage in community policing and youth services initiatives</b>
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The Sheriff's Office provided safety through community policing and connected with youth to build for the future. Most notably, community members and Sheriff's staff volunteered for Night to Unite and Scouting Day. The number of volunteers increased at the Sheriff's Foundation Fright Farm Haunted House. Youth were engaged through the Drug Abuse Resistance Education (DARE), Law Enforcement Explorers, ARTS-Us, and the Gang Reduction and Intervention Program (GRIP). Sheriff's volunteers served over 200 hours at the Emergency Management booth at the Ramsey County Fair.

★	★	★	★	★	★	<b>Improved hiring outcomes for a more reflective workforce</b>
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Due to legislative changes, the Sheriff's Office experienced a number of retirements. This created an opportunity to continue to develop a workforce that more reflects the community. Over 18 months, diverse hiring and promotions increased between 33% and 71% for deputies, correctional officers, and correctional sergeants.

★	★	★		★		<b>Instituted legacy inmate health care cost savings</b>
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Through a partnership with the Public Health Department, the Sheriff's Office was able to drastically reduce inmate healthcare costs. Between 2011 and 2014, there has been a net reduction of inmate healthcare costs of over \$2.29 million. The Sheriff's Office also refined the security services provided at Regions Hospital, which reduced overtime costs.

★	★	★		★		<b>Led and supported multi-jurisdictional investigations</b>
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Working with local, state, and federal agencies, the Sheriff's Office was involved in several major and multi-jurisdictional investigations throughout 2014. A prolific swindler with victims in several different states was taken into custody. A man wanted for shooting his girlfriend during a drive-by shooting was arrested. Over 114 pounds of meth was taken off the street. A \$4 million dollar public benefits fraud scheme was uncovered. The Sheriff's Office also led the investigation and successful national manhunt for a suspect following a high-profile murder. Since 2011, collaborative partnerships have improved community safety.

★	★	★				<b>Protected county roadways through the Traffic Safety Initiative</b>
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For the seventh year in a row, the Sheriff's Office coordinated the Ramsey County Traffic Safety Initiative, a collaborative effort between all police agencies in the county. The goal of this initiative, which is funded by a state grant, is to reduce traffic related deaths and injuries through seatbelt, speed, and driving while impaired (DWI) enforcement. As a result of Toward Zero Deaths enforcement events in 2014, the county's roadways were kept safer and over 480 impaired drivers were taken into custody.

★	★			★		<b>Established electronic crimes investigative services</b>
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With technology utilized in more and more crimes, an Electronic Crimes Unit was established. Two investigators were assigned to conduct investigations into electronic crimes, such as identity theft, fraud, stalking, and crimes against children. These investigators conduct examinations of devices used as part of suspected criminal activity. No new positions were requested; this was achieved through advanced training and use of current positions.

	★	★	★	★		<b>Expanded career development opportunities and advanced training</b>
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Career development assignments were expanded for staff. These assignments allowed staff to serve in temporary roles to learn new skills and prepare for future promotions. The Sheriff's Office also held two deputy and three correctional officer training academies. Adhering to high standards in hiring and training allowed the Sheriff's Office to meet statutory requirements and reduce exposure to lawsuits. In turn, this strengthened trust with the community and ensured the delivery of quality services.

★	★	★	★		★	<b>Expanded School Resource Officers</b>
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The East View Area Learning Center at Capitol View School contracted with the Sheriff's Office for an additional School Resource Officer (SRO). The Sheriff's Office, through SROs, works in collaboration with educators, students, and parents to reduce crime, drug abuse, violence, and provide a more safe school environment. This provided valuable opportunities to engage with youth on a daily basis. Throughout 2014, the Sheriff's Office staffed eight SROs at high schools, middle schools, and elementary schools across the county.

★	★	★	★	★	★	<b>Demonstrated fiscal responsibility</b>
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Despite many budgetary challenges throughout 2014, the Sheriff's Office still achieved over \$100,000 savings in line-item expenses. Strategic project management resulted in a return of more than \$250,000 in unspent technology funds. In addition, the Sheriff's Office secured grant funds totaling more than \$1.45 million to provide mandated services while lessening the demand on the property tax levy.

Values					
Providing safety through community policing	Preserving trust through fiscal responsibility	Collaborating with public safety partners	Encouraging diversity to reflect the community	Improving service through technology	Connecting with youth to build for the future

# 2014 Year At a Glance

## Ramsey County Sheriff's Office

### Sheriff Matt Bostrom



★	★	★		★		<b>Enhanced safety and reduced transportation costs</b>
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In an effort to improve community and deputy safety while conducting transports across the state or country, policies were refined and additional training was provided. New equipment was purchased to ensure inmates were more securely transported. As cost savings measures, a contract for inmate extradition services was extended for another year and the Sheriff's Office continued to engage other sheriff's offices across the state to expand an inmate transportation consortium.

★	★	★		★		<b>Formed the Citizens' Resource Center</b>
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With a renewed focus on customer and citizen service, the Warrants, Criminal History, and Gun Permit units were combined to form the Citizens' Resource Center (CRC). Located on the first floor of the Law Enforcement Center, the CRC adopted the philosophy that everyone leaves with a solution. If the Sheriff's Office does not provide the service sought, then resources and referrals are provided. Furthermore, cross training took place to increase job satisfaction and efficiency with increased variety of duties.

★	★	★	★	★	★	<b>Centralized procurement functions</b>
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Following the decision of the County Board to separate procurement functions from the City of Saint Paul, the Sheriff's Office assumed responsibility for carrying out a number of procurement functions. To ensure a cost-effective and efficient service model, the Sheriff's Office centralized procurement functions. This was achieved through an internal reorganization without requesting additional staffing. In just under four months, the Sheriff's Procurement Team managed nearly 30 contracts, totaling more than \$3.1 million.

★	★	★				<b>Participated in the National Family Violence Apprehension Detail</b>
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The Sheriff's Office joined the Maplewood, Roseville, and Saint Paul Police Departments as well as the Dakota County Sheriff's Office, Immigration and Customs Enforcement, United States Marshal Service, United States Department of Agriculture, and Ramsey County Probation to participate in the National Family Violence Apprehension Detail. This detail, which began in Clackamas County (Oregon) in 2002, was an all-day event in which law enforcement and probation officials across the country served warrants and apprehended individuals who are wanted for domestic violence incidents. In just one day, 23 arrests were made, a 91% increase from last year.

★	★	★		★		<b>Improved inmate mental health services</b>
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In collaboration with the Public Health Department and County Manager's Office, a mental health worker was assigned to the Adult Detention Center (jail). Working closely with nurses, a staff psychologist, and correctional officers, the mental health worker conducted daily visits with inmates and developed release plans for the most vulnerable inmates. This ensures resources, referral, and support were provided while reducing the likelihood that those with mental illness will re-enter the criminal justice system.

★	★	★		★		<b>Reinforced emergency management principles</b>
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The Sheriff's Office reinforced emergency management principles through participation in disaster training scenarios, reviewing and updating emergency procedures, and by providing additional training to state and county agencies. Sheriff's Office volunteers provided 300 hours of service assisting the City of Saint Paul with an emergency request during spring flooding.

★	★			★		<b>Transitioned patrol fleet to utility vehicles</b>
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To increase functionality and ensure a prompt response in all driving conditions, the patrol fleet began transitioning to utility vehicles as part of the vehicle replacement cycle. Newer technology provides added safety features and improved fuel efficiency, offering up to 25 miles per gallon while providing all-wheel-drive. This reduced fuel costs and carbon emissions.

★	★	★	★	★		<b>Enhanced the Reserve (Volunteer) Deputy Program</b>
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Volunteering over 10,000 hours in 2014, reserve deputies served at community events, parades, and conducted snow and water patrol duties. An additional 15 reserve deputies also joined the Sheriff's Office. Of those, one-third were diverse candidates, ensuring the community is well represented. There are now 70 volunteer reserve deputies.

★	★	★	★	★	★	<b>Transitioned the Criminal Justice Coordinating Council</b>
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With the Criminal Justice Coordinating Council (CJCC) now well established and positioned for continued success, the Sheriff's Office transitioned the Council's day-to-day duties to the County Manager's Office. This allowed the Sheriff's Office to remain focused on meeting statutory mandates. Sheriff Bostrom continued to serve as chair and Ramsey County Attorney John Choi as vice-chair. The CJCC continues to create safer communities through collaboration, data driven decision making, and innovation.



# Ramsey County Sheriff's Office

**Matt Bostrom, Sheriff**

*Minnesota's First Law Enforcement Agency – Established 1849*

The Ramsey County Sheriff's Office is Minnesota's first law enforcement agency, established in 1849, before Minnesota was a state. Sheriff Matt Bostrom, elected in 2010 and again in 2014, leads the Sheriff's Office.

The mission of the Sheriff's Office is to provide law enforcement and public service in accordance with constitutional and statutory mandates. The Sheriff's Office is organized into five divisions:

- **Administration Division** – responsible for warrants; criminal histories; gun permits; budget and accounting; human resources and payroll; training and staff development; internal affairs; fleet management; information technology, including research and development; and, planning, analysis, and procurement
- **Court and Security Services Division** – responsible for court security; human service security; civil process (orders for protection, foreclosure notices and sales, civil and criminal subpoenas, dissolutions of marriage, and evictions); and, emergency management and homeland security
- **Detention Services Division** – responsible for safely and securely housing pre-trial inmates, probation or supervised release (parole) violators, and Immigration and Customs Enforcement (ICE) holds in the Adult Detention Center (Ramsey County Jail); transportation of prisoners; and, hospital detention security
- **Public Safety Services Division** – responsible for contract law enforcement (patrol and investigations) services to seven communities; canine (K-9) operations and training; crime scene processing; electronic crimes investigations; records and property; school resource officers; traffic enforcement; crime prevention; water patrol; dive team; and, volunteer programs and internships, including reserve deputies and community support services
- **Regional Special Services Division** – responsible for law enforcement and public safety services that involve multiple agencies, joint investigations, and regional partners that have a county-wide impact; watch commander operations; contract negotiations and labor and union relations; and, special projects and programs

With over 400 members and an annual operating budget of approximately \$50 million, the Sheriff's Office provides state mandated services to an urban community of over 500,000 residents situated in a metropolitan area of 3.2 million people. As a regional partner, the Sheriff's Office also provides services to city, county, state, and federal agencies.

## **Matt Bostrom**

Ramsey County Sheriff

## **John Kirkwood**

Chief Deputy  
Regional Special Services

## **Juliet Rudie**

Undersheriff, Administration

## **David Metusalem**

Undersheriff, Court & Security  
Services

## **Joseph Paget**

Undersheriff, Detention Services

## **Jack Serier**

Undersheriff, Public Safety Services

## **Vision**

A leader in public safety  
and community partnerships

## **Mission**

The Sheriff's Office provides law enforcement and public service in accordance with our constitutional and statutory mandates with a commitment to leadership in public safety, through professionalism and partnership with other agencies

## **Values**

- Providing safety through community policing
- Preserving trust through fiscal responsibility
- Collaborating with public safety, community, and justice partners
- Encouraging diversity to reflect the community
- Improving service through technology
- Connecting with youth to build for the future