



Office of the Ramsey County Sheriff

Matt Bostrom, Sheriff

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

Dear Citizens, Commissioners, Mayors, Council Members, and Partners,

This last year, 2015, marked my fifth year in office as Ramsey County Sheriff. Within county government, the sheriff serves in two capacities. First, in many respects, the sheriff is like a county department director. This includes assuming the responsibilities for budget, training, and administration. In the second capacity, the sheriff is an elected official and chief law enforcement officer of the county. Every four years, citizens hold the sheriff directly accountable for providing mandated services as prescribed by Minnesota State Statute.

In 2015, the Sheriff's Office strengthened individual, family, and community safety. The county's detention center, courthouses, parks, and waterways were kept safe for residents. Simultaneously, investigative, civil process, warrant, and gun permit services were delivered in a judicious manner to ensure community safety. Grant funding provided investments in neighborhoods with concentrated poverty to prevent gang violence. Fiscal accountability and transparency continued to be modeled through information sharing and the provision of contracted police services to seven communities in the county.

The Sheriff's Office has many ambitious goals for 2016. A staffing and operational assessment will be completed. This will be the first time in 167 years such a study has been conducted. A strategic investment in technology will be made by replacing the nearly two decades old jail management system. Video management and the use of cameras will also advance transparency while protecting privacy.

At the same time, the Sheriff's Office will continue the momentum of hiring for character. This means those selected to fill vacant positions are based on the character traits of trust, truth, responsibility, and respect. Once hired, individuals are trained to the highest skill level. The importance of impeccable character and excellent skills are reinforced during training, formal and informal communications, and performance evaluations.

Dedication to community safety by the members of the Sheriff's Office remains unwavering. Relationships continued to be strengthened with police departments, fire departments, emergency medical services, and emergency communications. Support from the county board, county manager, mayors, city councils, city managers, and partner organizations remain strong. Our commitment to healthy partnerships ensures that Ramsey County is a county of excellence where all are valued and able to thrive.

The attached *Year at a Glance* highlights many of our accomplishments during 2015.

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

2015 Year At a Glance

Ramsey County Sheriff's Office

Sheriff Matt Bostrom



★	★	★	★	★	★	Formed a diversity recruitment team
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To encourage diversity, the Sheriff's Office formed a recruitment team. Its mission is to recruit employees with character who reflect the diverse community it serves. So far, the team has worked with over 100 applicants interested in applying for deputy and correctional officer positions. The team also provided tours and attended career fairs, high school and college presentations, and community events.

★	★	★	★	★	★	Securely disposed of more than 6,000 pounds of unwanted prescription drugs
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Since 2011, the Sheriff's Office has partnered with the Public Health Department to provide locations where residents can safely dispose of unwanted, expired, or unused prescription drugs at no cost. In 2015, over 6,000 pounds of unwanted prescription drugs were disposed of, preventing crime, protecting the environment, and reducing drug abuse and poisoning.

★	★	★	★	★		Coordinated the warrant resolution event
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The Sheriff's Office led the coordination of the county's first warrant resolution and safe surrender day. In May, dozens of individuals with non-violent misdemeanor arrest warrants were held accountable by voluntarily turning themselves in at Aldrich Arena. The ice rink served as a temporary courthouse, complete with a courtroom and workspaces for prosecutors, public defenders, probation officers, pre-trial services counselors, and sheriff's deputies to help citizens resolve active warrants.

★	★	★		★		Conducted an evacuation drill at the Adult Detention Center
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In June, the Sheriff's Office and Emergency Management & Homeland Security Department conducted a large-scale, multi-agency exercise to evaluate jail evacuation procedures. Volunteers played the role of inmates, who were safely and securely transported to another location. Partners from Ramsey County Public Health, Saint Paul Fire, Saint Paul Police, Metro Transit Police, Ramsey County Correctional Facility, and several other agencies were present to monitor the exercise. As a result, existing procedures and plans were enhanced to ensure the Sheriff's Office is prepared in the event of an emergency evacuation of the Adult Detention Center.

★	★	★		★		Enhanced detention center security
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Throughout the year, efforts were made to enhance the security of the Adult Detention Center. An improved key security and auditing system was installed to increase accountability. Officer work stations in the housing units were upgraded to meet and exceed the Minnesota Department of Corrections' standards. Email was introduced as an option for detainees, offering a more secure form of communication between detainees and their friends and family outside of the facility.

★	★	★	★	★	★	Hosted community forum on drugs and teens
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The Sheriff's Office, County Attorney's Office, and the police departments of North Saint Paul, Maplewood, New Brighton, and Mounds View joined prevention and treatment professionals to hold two community forums. The forums addressed local drug trends, root causes of addiction, and means of intervention while featuring informational tables that offered counseling services and resources.

★	★	★		★		Implemented new emergency medical training
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The Sheriff's Office overhauled its emergency medical training program. The training includes advanced first aid, CPR, and AED use, and ensures that all staff members are trained at the same level to provide lifesaving medical care to the community. Combining multiple medical training programs into a single program taught by Sheriff's Office staff also provides significant cost savings to citizens.

★	★	★	★	★	★	Engaged in community policing
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Another successful Night to Unite was held on the second Tuesday of August. Night to Unite is an opportunity for thousands of neighbors throughout the county to spend time together and to promote community safety. The annual School Safety Patrol event was held to recognize the 860 students who volunteer as crossing guards. Scouting Day offered safety information, anti-bullying presentations, and public safety vehicle and equipment displays for over 400 attendees.

★	★	★	★	★		Supported small businesses through contracting opportunities
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In partnership with the Finance Department – Procurement, the Sheriff's Office supported small businesses through the county's small business enterprise (SBE) central certification program (CERT). Efforts were made to engage businesses to promote market growth and increase the competitiveness of qualified small businesses throughout the region and cultivate economic development. CERT is a collaboration of Ramsey County, Hennepin County, and the City of Saint Paul.

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2015 Year At a Glance

Ramsey County Sheriff's Office

Sheriff Matt Bostrom



★	★	★		★		Fostered regional public safety collaboration
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The Sheriff's Office partnered with and supported local, state, and federal agencies throughout the year. Warrant sweeps were conducted with the United States Marshals and the sheriff's offices from Hennepin, Dakota, and Anoka counties. Assistance was provided to taskforces and agencies whose investigations led to Ramsey County, which resulted in arrests of high profile suspects. The Special Weapons & Tactics (SWAT) Team, with members from the county and four cities, welcomed six new team members. The Sheriff's Office also assisted the Community Corrections Department with probation checks.

★	★	★		★		Expanded training partnerships
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Training reduces litigation, improves performance, and enhances risk management. More specialized training was provided for high-risk situations, including building entries, tactical trauma medical care, active shooter response, and operational planning. The United States Marshals also invited the Sheriff's Office to participate in monthly training. Together, this reinforced tactical best practices for multi-jurisdictional teamwork. Division-specific training included topics on forfeitures, advanced report writing, and briefing development.

★	★	★	★	★	★	Presented lifesaving awards and commendations
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In the line of duty, deputies and correctional officers saved lives of citizens and earned a number of commendations. In addition to lifesaving awards, five Medals of Commendation, four Medals of Merit, and one Medal of Valor were presented. Commendations recognize intelligent and excellent performance of duties which resulted from highly credible and self-initiated law enforcement activity. A Medal of Valor is awarded to employees who, without regard for personal safety and in a conscientious and intelligent manner, performs an act that puts them in serious risk of imminent personal danger to life.

★	★	★		★		Leveraged technology to improve court services
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Electronic filing (e-filing) was implemented for civil process services. This method of filing was streamlined, so that Second Judicial District Court could immediately access civil information, including judgment collections, mortgage foreclosures, evictions, and restraining orders. Communication was improved with other agencies by utilizing electronic delivery of documents. Records retention policies were also updated to ensure county-wide consistency. This resulted in additional cost savings.

★	★	★		★		Conducted emergency response training for county and state employees
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The Sheriff's Office continued to teach active shooter response training at multiple locations across the county, including the main courthouse, suburban courthouse, human services building, Metro Square, and County Attorney's Office. This training provided an understanding of what to do if an active shooting incident were to take place. It also guided employees on how to demonstrate leadership and provided direction to citizens and staff in the event of a critical incident.

★	★	★	★	★		Deployed replacement of critical information systems
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This year, two critical information systems were replaced. The Sheriff's Office replaced its decade-old records management system (RMS). Simultaneously, the Emergency Communications Center replaced its aging computer aided dispatch (CAD) application. RMS and CAD are used 24-hours a day, 7 days a week, at law enforcement agencies and fire departments throughout the county. As a result of these investments, community safety was positively impacted because of improvements in technology.

★	★	★	★	★	★	Renewed contracts for police services and school resource officers
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The communities of Arden Hills, Gem Lake, Little Canada, North Oaks, Shoreview, Vadnais Heights, and White Bear Township renewed three-year contracts with the Sheriff's Office to provide law enforcement and public safety services. In this capacity, the Sheriff's Office serves as a full-service police department, providing patrol, investigative, animal control, crime prevention, and community services. Contracting with the Sheriff's Office shares resources and is cost effective. In addition, seven School Resource Officers (SROs) were requested by school districts within the county. SROs work in collaboration with educators, students, parents, and the community to reduce crime, drug abuse, violence, and to provide school safety.

★	★	★		★		Safeguarded the county's waterways
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The Sheriff's Office responded to a number of water-related incidents, including drownings, submerged vehicles, and requests to locate possible evidence in the water. As a result of grant funding, the county's first airboat was purchased to be used where propeller boats are unable to respond due to shallow water or thin ice. Sheriff's Office volunteers also staffed the Polar Plunge on White Bear Lake.



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 service divisions:

- **Administration Division** – responsible for warrants; criminal histories; gun permits; budget and accounting; human resources and payroll; training and staff development; professional standards; policy; 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 and probation or supervised release (parole) violators 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 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 450 members and an annual operating budget of approximately \$54 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

Jack Serier
Chief Deputy
Regional Services

Juliet Rudie
Undersheriff, Administration

David Metusalem
Undersheriff, Court & Security Services

Joseph Paget
Undersheriff, Detention Services

Terry Soukkala
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

- Provide safety through community policing
- Preserve trust through fiscal responsibility
- Collaborate with public safety, community, and justice partners
- Encourage diversity to reflect the community
- Improve service through technology
- Connect with youth to build for the future