

**WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
BOARD OF COMMISSIONERS
Tuesday, April 25, 2023
8:00 a.m.
WHPS Conference Room**

AGENDA

1. Call to Order
2. 2022 Audit Presented by Abdo Solutions
3. Additions to the Agenda
4. ******Consent Agenda ******
All items listed under Consent Agenda are routine by police commissioners and will be acted on by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent agenda and will be considered separately.
 - a) Approval of January 24, 2023, and March 23, 2023, Police Commission Minutes
 - b) Review of January, February, March 2023 Activity Reports
 - c) Review of January, February, March 2023 Claims
 - d) Review of 2023 YTD Budget Report and Cash Asset Report
 - e) Review of 2023 Accrued Vacation/Comp/Sick Time Reports
5. Items of Interest - Community Events

Old Business

6. Employee Duty Disability Update
7. Police Officer Hiring/Recruitment Process
8. Records Management Discussion
9. New Workout Facility Completed
10. Presentation of 2022 Annual Report
11. 911 Embedded Social Worker Pilot Project JPA

New Business:

12. 2023 Public Safety Aid
13. PTSD Legislation House File 1234 and Senate File 1959
14. International Chief of Police Conference
15. 2023 Citizens Police Academy Graduation
16. Corporate Authorization Resolution
17. PC Meeting dates: All meetings held at WHPS conference room at 8:00 a.m.
 - July 25 (Budget Meeting), September 26, December 19 (if needed)
18. Adjourn

POLICE COMMISSION PACKET

POLICE COMMISSION MEETING

WEST HENNEPIN PUBLIC SAFETY

Tuesday, April 25, 2023, 8:00 a.m.

West Hennepin Conference Room

WHPS 2022 Audit

West Hennepin Public Safety's (WHPS) annual financial audit was performed on February 3 and 4, 2023, by accountants from Abdo Solutions. The audit report is in your packets for review. Accountant Andy Berg will be at the police commission meeting to discuss the audit and answer questions. I would request that any 50% of unused 2022 funds be placed in our Capital Improvement Plan and 50% in our Severance fund.

Approval of January 24, 2023, and March 23, 2023, Police Commission Meeting Minutes

Meeting minutes have been included for your review and approval.

January, February, March 2023 Activity Reports

Between January 1 and March 31, 2023, WHPS handled 948 incident complaints: 289 in Maple Plain, 586 in Independence.

The Criminal Part I and Part II cases for both cities have been highlighted for your review in the enclosed January, February, and March 2023 Activity Reports/Director's News and Notes. Director Kroells will highlight a few cases if requested.

Approval of January, February, March 2023 Claims

January, February, and March 2023 claims are attached for review and approval.

2023 YTD Budget & Cash Asset Reports

In reviewing the 2023 Budget vs. Actual reports from January 1 to March 31, 2023, WHPS has received \$665,438 or 29.37% in income with expenses of \$818,004 or 36.11 %. This is a difference of \$-152,566. This negative balance is not a concern as it reflects the timing of payroll and two new squad purchases compared to the deposits made in early April from both cities.

Balances of other accounts are listed for your review: Crime Prevention \$2,583, Reserves \$3,861, Federal Forfeiture \$109,120; Capital Outlay \$60,963; Military Leave PERA \$23,411, Severance \$54,505.

2023 YTD Accrued Vacation/Comp/Sick Time

The accrued vacation, compensation, and sick time reports are enclosed for review.

Items of Interest/Community Events

- December 30, 2022, WHPS investigator conducted a death investigation at Vinland Treatment Center for a suspected overdose. Case forwarded to Hennepin County Attorney's Office for review of charges for 2nd degree manslaughter.

- Citizens Police Academy started on April 6, 2023
- \$500 donation to WHPS from Maple Plain resident
- On February 18, 2023, WHPS officers saved a woman's life in Independence on a suspected overdose
- Chief Kroells, Sgt. Denneson, and Sgt. Howes attended the Minnesota Chiefs of Police Conference April 11-14, 2023
- Several WHPS officers will attend the funeral of Pope County Deputy Josh Owen killed in the line of duty on April 15, 2023
- WHPS' benevolence fund donated to Deputy Owen's family
- April 18, 2023, a narcotics warrant was conducted by WMDTF at an Independence residence
- New squad is getting graphics put on this week and will be sent to Action Radio for set up
- A \$5,000 donation was provided to WHPS by an Independence property owner for workout equipment
- Delano City Administrator Phil Kern is the new chair for the Highway 12 Safety Coalition. Chief Kroells is now the vice-chair.

[Employee Duty Disability Update](#)

WHPS' first prehearing order has been granted and our next hearing date is set for September 19, 2023. League of Minnesota Cities hired an attorney to represent WHPS for the worker compensation hearings. WHPS will continue to discuss our options with our legal counsel and seek recommendations from the police commission.

[Police Officer Hiring/Recruitment Process](#)

Officer Nick Eldred began working for WHPS on Feb 22, 2023. He is in the final stages of his field training and should complete it by the end of April. WHPS will then finally be at full staff. With the good news comes the bad news. Unfortunately, I was recently informed by one of our officers that they are currently seeking employment at another agency and are in the background phase of the application process.

WHPS currently has an open hiring process, but we have not moved forward with any of the applicants at this time. At this time WHPS has obtained only six applications for a pending position in the future.

[Records Management System \(RMS\) Discussion](#)

WHPS is working with our 13 partner agencies in the Lake Minnetonka Area Consortium (LMAC) to protect our data in our RMS, Law Enforcement Technology Group (LETG), due to the hardware failure that occurred from December 24 to December 31, 2022. We are working on establishing a joint powers agreement (JPA) with all agencies to move our data away from Central Square, the owner of LETG. I will continue to keep the police commission updated on our progress with this JPA and data migration.

As we move forward, I anticipate a new RMS would not be functional for 18-24 months. An estimated cost is \$130,000 - \$150,000. Additionally, the RMS will have annual maintenance estimated at \$12,000 - \$18,000 per year. I will begin updating these costs in our future Capital Improvement Plan, which will be discussed at our next meeting.

New Workout Facility Completed

With the construction of the City of Independence's new facility for North Memorial Ambulance, WHPS, and Independence Public Works, WHPS began outfitting the workout facility with exercise equipment. WHPS staff spent many hours designing the workout room and were able to obtain donated equipment from YMCA along with purchasing necessary equipment. With the approval of the police commission, WHPS moved forward with purchasing equipment from Torque Fitness to finalize the workout facility. That equipment was purchased out of WHPS' Crime Prevention Account.

I would encourage all the police commissioners to tour the new workout room and equipment. Officers are very thankful for the funding and have spent countless hours in the workout facility improving their physical and mental health.

2022 Annual Report

I am proud to present WHPS' 2022 Annual Report to our police commission and our citizens. Once approved by the police commission it will be placed on our website for all to review.

911 Embedded Social Worker Pilot Project

As we discussed at our January 24, 2023, police commission meeting, WHPS is one of two law enforcement agencies in Hennepin County that does not participate in the embedded social worker program, which is run through Hennepin County Behavioral Health. When the embedded social worker program was established in 2020-2021, WHPS was unable to fund participation in this program in relationship to services provided to our residents.

For the remainder of 2023, WHPS has been approached to join a pilot program with Hennepin County Behavioral Health, which places an embedded social worker at Hennepin County Sheriff's Dispatch office and works with the caller in need at the time they call 911. This is a free pilot program being offered to WHPS. Included in the packet is a brief outline of the program.

This program requires a joint powers agreement (JPA) between WHPS and Hennepin County Behavioral Health. A copy of the JPA has been included for review. This JPA will need to be approved by our police commission, then forwarded to the Hennepin County Commissioners for their approval as well. I am requesting approval to participate in this pilot program of a 911 embedded social worker.

2023 Public Safety Aid Proposal

Governor Walz has put forward legislation to provide one-time public aid to cities with police departments to assist with retention and recruitment. That funding is currently being debated in the legislature, but projections are between \$330 - \$770 million dollars. As I reviewed the list of police departments eligible to receive public safety aid, I noted WHPS was not listed. Also missing from the list were the other two JPA agencies in Minnesota, South Lake Police and Centennial Lakes Police. Several emails and phone calls were made to our state senators and state representatives to clear up this error. Representative Kristin Robbins took the lead for WHPS and set up a meeting with MN Department of Revenue Commissioner Marquart. Our goal was to include JPA law enforcement agencies on the list of cities receiving aid if made available. This was a productive meeting discussing JPA's and contract cities not included in the Governor's list of cities receiving aid. See enclosed letter Chief Kroells addressed to Commissioner Marquart.

The Public Safety Aid proposal is currently being debated in our state legislature. It is unclear if this funding will pass but WHPS and many cities throughout Minnesota have the potential to receive a significant amount of funding back towards public safety. WHPS is optimistic we will be included in this funding and are hopeful the proposal is supported by our legislatures.

PTSD Legislation House File 1234 and Senate File 1959

Officer wellness regarding PTSD is the main priority for the House Public Safety Committee this year. House File 1234 (HF1234) has support from the Minnesota Chiefs of Police Association, Minnesota Sheriff's Association and Minnesota Police Officers regarding duty disability with PTSD. Over the past three years, we have seen an alarming number of police officers leaving the profession on a duty disability mainly due to PTSD. HF1234 addresses this problem by providing treatment for psychological injuries. It is believed that offering treatment prior to processing a duty disability benefit will allow a high percentage of those affected by psychological injuries to return to normal duties. The bill also requires departments to initiate wellness programs to help their staff more effectively process the trauma.

On March 9, 2023, I attended the House Public Safety Committee in support of HF1234. The committee passed HF1234. Senate File 1959 is currently being debated in legislation.

Enclosed is a copy of HF1234, SF1959, an overview from the League of Mn Cities, MN Chiefs of Police Association review and PERA legislative review.

International Associations of Chiefs of Police Conference

I have been asked by local police chiefs from Orono, Corcoran, Wayzata, South Lake, and Minnetrista Police Departments to join members of the Lakes Area Emergency Management team to attend the International Association of Chiefs of Police (IACP) Conference in San Diego, California, October 14-17. I am seeking approval from the police commission to attend this conference. Funding has been set aside in the budget to cover training costs for the Director of Public Safety. The estimated cost to attend the conference is \$3,000, which includes lodging, round trip flight and registration.

2023 Citizens Police Academy Graduation

On May 25, 2023, WHPS will host a graduation ceremony for the 13 individuals who successfully complete WHPS' Citizens Police Academy. All members of the police commission are invited to attend the event at Independence City Hall that evening at 8 p.m. I want to thank Officer Jon Howes for coordinating this year's Citizens Police Academy. It is an outstanding community program that brings police officers closer with the citizens they serve.

Corporate Authorization Resolution

Due to the addition of Andrew Burak as a police commissioner, the West Hennepin Corporate Authorization Resolution in your packets needs to be updated. Once signed by me and Chairperson Johnson, it will be forwarded to Bank of Maple Plain with a copy of the meeting minutes authorizing them to create new bank signature cards, which everyone will need to sign at the Bank of Maple Plain when they are ready.

2023 Police Commission Dates and Times

WHPS Police Commission meetings held at WHPS' conference room at 8 a.m. on the following dates: July 25 (budget meeting) September 26, December 19 (if needed).



Executive Governance Summary

West Hennepin Public Safety Department

Maple Plain, Minnesota

For the year ended December 31, 2022



Edina Office

5201 Eden Avenue, Ste 250
Edina, MN 55436
P 952.835.9090

Mankato Office

100 Warren Street, Ste 600
Mankato, MN 56001
P 507.625.2727

Scottsdale Office

14500 N Northsight Blvd, Ste 233
Scottsdale, AZ 85260
P 480.864.5579

March 29, 2023

Management and Board of Commissioners
West Hennepin Public Safety Department
Maple Plain, Minnesota

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information for the West Hennepin Public Safety Department, Maple Plain, Minnesota (the Department), for the year ended December 31, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 22, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

In planning and performing our audit of the financial statements, we considered the Department's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, we do not express an opinion on the effectiveness of the Department's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Department's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. As described below, we identified no deficiency in internal control that we consider to be a material weakness. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described on the following page as finding 2022-001 and 2022-002 that we consider to be significant deficiencies.

2022-001

Segregation of Duties

- Condition:* During our audit we reviewed procedures over cash disbursements and payroll and found the Department to have limited segregation of duties over those transaction cycles.
- Criteria:* There are four general categories of duties: authorization, custody, record keeping and reconciliation. In an ideal system, different employees perform each of these four major functions. In other words, no one person has control of two or more of these responsibilities.
- Cause:* As a result of the limited number of staff, in the disbursement cycle, the office administrator has access to checks, ability to posts to the general ledger, and prepares bank reconciliations. In the payroll cycle, the office administrator has control over the checks, sets up employee records, and posts to the general ledger.
- Effect:* The existence of this limited segregation of duties increases the risk of fraud.
- Recommendation:* While we recognize the number of staff is not large enough to eliminate this deficiency, we recommend that the Department evaluate the current procedures and segregate duties where possible and implement any compensating controls. We are aware some compensating controls are in place; however, it is important that the Commission is aware of this condition and monitor all financial information.
- Management Response:* Management recognizes that it is not economically feasible to correct this finding, however is aware of the deficiency and is relying on oversight by management and the Commission to monitor this deficiency.



Condition: As in prior years, the Department has relied upon the auditor to prepare its financial statements, including footnote disclosures as part of our regular audit services. Ultimately, it is management's responsibility to provide for the preparation of its financial statements and footnote disclosures, and the responsibility of the auditor to determine the fairness of presentation of those statements. It is our responsibility to inform you that this deficiency could result in a material misstatement to the financial statements that could have been prevented or detected by your management.

Criteria: Management is responsible for establishing and maintaining internal controls, including monitoring, and for the fair presentation of the financial statements, including the notes to financial statements, in conformity with U.S. generally accepted accounting principles.

The Department has chosen to outsource the financial preparation function due to cost and/or training considerations. Such functions must be governed by the control policies and procedures of the Department. Management is responsible for management decisions and functions; for designating an individual with suitable skill, knowledge or experience to oversee any outsourced services; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Cause: As part of the audit, management requested us to prepare a draft of your financial statements, including the related notes to financial statements. The Department does not have adequate design of or effective internal controls in the oversight of the preparation of the financial statements being audited. The auditors cannot be part of your internal control process.

Effect: The effectiveness of the internal control system relies on enforcement by management. The effect of deficiencies in internal controls can result in undetected errors in financial reporting.

Recommendation: It is your responsibility to make the ultimate decision to accept this degree of risk associated with this condition because of cost or other considerations. As in prior years, we have instructed management to review a draft of the auditor prepared financials in detail for accuracy; we have answered any questions they might have, and have encouraged research of any accounting guidance in connection with the adequacy and appropriateness of classification of disclosure in your statements. We are satisfied that the appropriate steps have been taken to provide you with the completed financial statements. The Department should agree their accounting information from QuickBooks to the amounts reported in the financial statements.

Management Response: For now, the Department's management accepts the degree of risk associated with this condition and thoroughly reviews a draft of the financial statements.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Minnesota statutes.



Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. The Department changed accounting policies during the year ended December 31, 2022 related to the accounting and financial reporting for lease activities (GASB 87). We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates are included below:

- Management's estimate of depreciation is based on estimated useful lives of the assets. Depreciation is calculated using the straight-line method.
- Management's estimate of its pension liability is based on several factors including, but not limited to, anticipated investment return rate, retirement age for active employees, life expectancy, salary increases and form of annuity payment upon retirement.

We evaluated the key factors and assumptions used to develop these accounting estimates in determining that it is reasonable in relation to the financial statements taken as a whole. The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material misstatements detected as a result of audit procedures were corrected by management: an adjustment was needed to correct the year-end account payables for unrecorded liabilities related to the purchase of microphones.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 29, 2023.



Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Department’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Department’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) (Management’s Discussion and Analysis, the Schedules of Employer’s Share of the Net Pension Liability and the Schedules of Employer’s Contributions) which is information that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the introductory section which accompany the financial statements but is not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Financial Position and Results of Operations

Our principal observations and recommendations are summarized on the following pages. These recommendations resulted from our observations made in connection with our audit of the Department’s financial statements for the year ended December 31, 2022.

General Fund

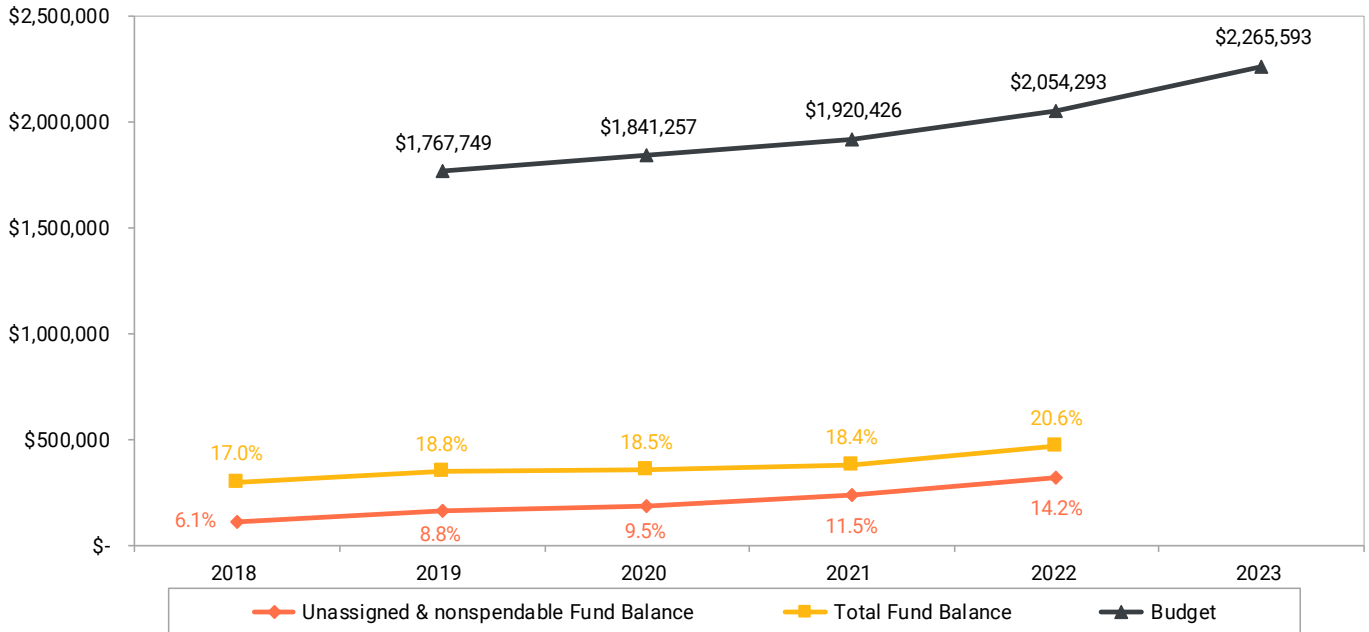
The General fund is used to account for resources traditionally associated with government that are not required legally or by sound principal management to be accounted for in another fund.

A table summarizing the General fund balance in relation to budget follows:

Year	Assigned for Compensated Absences	Assigned for Capital Outlay	Unassigned & Nonspendable Fund Balance	Total Fund Balance	Following Year Budget
2018	\$ 73,114	\$ 119,490	107,848	\$ 300,452	\$ 1,767,749
2019	82,293	102,745	161,522	346,560	1,841,257
2020	75,301	97,433	182,436	355,170	1,920,426
2021	84,344	57,908	235,527	377,779	2,054,293
2022	77,917	66,963	321,908	466,788	2,265,593



Fund Balances as a Percent of Next Year's Budget



Compensated absences payable at the end of the year was \$239,174 in comparison to \$77,917 of assigned fund balance.

A summary of the 2022 General fund operations is as follows:

	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Revenues	\$ 2,047,293	\$ 2,094,834	\$ 47,541
Expenditures	2,054,293	2,045,230	9,063
Excess of Revenues Over Expenditures	(7,000)	49,604	56,604
Other Financing Sources			
Proceeds from sale of capital assets	7,000	39,405	32,405
Net Change in Fund Balances	-	89,009	89,009
Fund Balances, January 1	377,779	377,779	-
Fund Balances, December 31	<u>\$ 377,779</u>	<u>\$ 466,788</u>	<u>\$ 89,009</u>

- Police Reserve Officer in kind donations and related expenditure were \$25,038 over budget, but have a net zero effect on the ending fund balance. The Police Reserve Officer in Kind is not budgeted and is a non-cash transaction.
- Proceeds from the sale or disposal of capital assets were \$32,405 over budget.
- Payroll related expenditures were \$105,439, under budget. Communications expenditures were over budget by \$29,768 and capital outlay expenditures were \$29,161 over budget.



Special Revenue Funds

These funds are used to account for revenues derived from specific revenue sources that are restricted or committed to expenditures for specific purposes. The fund balances of each at year end for 2022 and 2021 are as follows:

Fund	Fund Balances		Increase (Decrease)
	2022	2021	
Crime Prevention	\$ 15,129	\$ 9,697	\$ 5,432
Forfeiture Fund	42,828	31,353	11,475
Police Reserve Officer	3,859	5,434	(1,575)
Total	<u>\$ 61,816</u>	<u>\$ 46,484</u>	<u>\$ 15,332</u>



Future Accounting Standard Changes

The following Governmental Accounting Standards Board (GASB) Statements have been issued and may have an impact on future Department's financial statements: ⁽¹⁾

GASB Statement No. 94 - Public-Private and Public-Public Partnerships and Availability Payment Arrangements

Summary

The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which the Board defines in this Statement as a PPP in which (1) the operator collects and is compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement.

This Statement also provides guidance for accounting and financial reporting for availability payment arrangements (APAs). As defined in this Statement, an APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction.

Effective Date and Transition

The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. Earlier application is encouraged.

PPPs should be recognized and measured using the facts and circumstances that exist at the beginning of the period of implementation (or if applicable to earlier periods, the beginning of the earliest period restated).

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will improve financial reporting by establishing the definitions of PPPs and APAs and providing uniform guidance on accounting and financial reporting for transactions that meet those definitions. That uniform guidance will provide more relevant and reliable information for financial statement users and create greater consistency in practice. This Statement will enhance the decision usefulness of a government's financial statements by requiring governments to report assets and liabilities related to PPPs consistently and disclose important information about PPP transactions. The required disclosures will allow users to understand the scale and important aspects of a government's PPPs and evaluate a government's future obligations and assets resulting from PPPs.



Future Accounting Standard Changes (Continued)

GASB Statement No. 96 - *Subscription-Based Information Technology Arrangements*

Summary

This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended.

Under this Statement, a government generally should recognize a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability. A government should recognize the subscription liability at the commencement of the subscription term, - which is when the subscription asset is placed into service. The subscription liability should be initially measured at the present value of subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the government, which may be implicit, or the government's incremental borrowing rate if the interest rate is not readily determinable. A government should recognize amortization of the discount on the subscription liability as an outflow of resources (for example, interest expense) in subsequent financial reporting periods.

This Statement provides an exception for short-term SBITAs. Short-term SBITAs have a maximum possible term under the SBITA contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised. Subscription payments for short-term SBITAs should be recognized as outflows of resources.

This Statement requires a government to disclose descriptive information about its SBITAs other than short-term SBITAs, such as the amount of the subscription asset, accumulated amortization, other payments not included in the measurement of a subscription liability, principal and interest requirements for the subscription liability, and other essential information.

Effective Date and Transition

The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. Earlier application is encouraged. Assets and liabilities resulting from SBITAs should be recognized and measured using the facts and circumstances that existed at the beginning of the fiscal year in which this Statement is implemented. Governments are permitted, but are not required, to include in the measurement of the subscription asset capitalizable outlays associated with the initial implementation stage and the operation and additional implementation stage incurred prior to the implementation of this Statement.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will improve financial reporting by establishing a definition for SBITAs and providing uniform guidance for accounting and financial reporting for transactions that meet that definition. That definition and uniform guidance will result in greater consistency in practice. Establishing the capitalization criteria for implementation costs also will reduce diversity and improve comparability in financial reporting by governments. This Statement also will enhance the relevance and reliability of a government's financial statements by requiring a government to report a subscription asset and subscription liability for a SBITA and to disclose essential information about the arrangement. The disclosures will allow users to understand the scale and important aspects of a government's SBITA activities and evaluate a government's obligations and assets resulting from SBITAs.



Future Accounting Standard Changes (Continued)

GASB Statement No. 99 - Omnibus 2022

Summary

The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. The practice issues addressed by this Statement are as follows:

- Classification and reporting of derivative instruments within the scope of Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, that do not meet the definition of either an investment derivative instrument or a hedging derivative instrument
- Clarification of provisions in Statement No. 87, *Leases*, as amended, related to the determination of the lease term, classification of a lease as a short-term lease, recognition and measurement of a lease liability and a lease asset, and identification of lease incentives
- Clarification of provisions in Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, related to (a) the determination of the public-private and public-public partnership (PPP) term and (b) recognition and measurement of installment payments and the transfer of the underlying PPP asset
- Clarification of provisions in Statement No. 96, *Subscription-Based Information Technology Arrangements*, related to the subscription-based information technology arrangement (SBITA) term, classification of a SBITA as a short-term SBITA, and recognition and measurement of a subscription liability
- Extension of the period during which the London Interbank Offered Rate (LIBOR) is considered an appropriate benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap that hedges the interest rate risk of taxable debt
- Accounting for the distribution of benefits as part of the Supplemental Nutrition Assistance Program (SNAP)
- Disclosures related to nonmonetary transactions
- Pledges of future revenues when resources are not received by the pledging government
- Clarification of provisions in Statement No. 34, *Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments*, as amended, related to the focus of the government-wide financial statements
- Terminology updates related to certain provisions of Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*
- Terminology used in Statement 53 to refer to resource flows statements.



Future Accounting Standard Changes (Continued)

Effective Date and Transition

The requirements of this Statement that are effective as follows:

- The requirements related to extension of the use of LIBOR, accounting for SNAP distributions, disclosures of nonmonetary transactions, pledges of future revenues by pledging governments, clarification of certain provisions in Statement 34, as amended, and terminology updates related to Statement 53 and Statement 63 are effective upon issuance.
- The requirements related to leases, PPPs, and SBITAs are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter.
- The requirements related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 are effective for fiscal years beginning after June 15, 2023, and all reporting periods thereafter.

The Board considered the effective dates for the requirements of this Statement in light of the COVID-19 pandemic and in concert with Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will enhance comparability in the application of accounting and financial reporting requirements and will improve the consistency of authoritative literature. Consistent authoritative literature enables governments and other stakeholders to more easily locate and apply the correct accounting and financial reporting provisions, which improves the consistency with which such provisions are applied. The comparability of financial statements also will improve as a result of this Statement. Better consistency and comparability improve the usefulness of information for users of state and local government financial statements.

GASB Statement No. 100 - Accounting Changes and Error Corrections - an amendment of GASB Statement No. 62

Summary

The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability.

This Statement defines *accounting changes* as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. As part of those descriptions, for (1) certain changes in accounting principles and (2) certain changes in accounting estimates that result from a change in measurement methodology, a new principle or methodology should be justified on the basis that it is preferable to the principle or methodology used before the change. That preferability should be based on the qualitative characteristics of financial reporting—understandability, reliability, relevance, timeliness, consistency, and comparability. This Statement also addresses corrections of errors in previously issued financial statements.

This Statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The requirements of this Statement for changes in accounting principles apply to the implementation of a new pronouncement in absence of specific transition provisions in the new pronouncement. This Statement also requires that the aggregate amount of adjustments to and restatements of beginning net position, fund balance, or fund net position, as applicable, be displayed by reporting unit in the financial statements.



Future Accounting Standard Changes (Continued)

This Statement requires disclosure in notes to financial statements of descriptive information about accounting changes and error corrections, such as their nature. In addition, information about the quantitative effects on beginning balances of each accounting change and error correction should be disclosed by reporting unit in a tabular format to reconcile beginning balances as previously reported to beginning balances as restated.

Furthermore, this Statement addresses how information that is affected by a change in accounting principle or error correction should be presented in required supplementary information (RSI) and supplementary information (SI). For periods that are earlier than those included in the basic financial statements, information presented in RSI or SI should be restated for error corrections, if practicable, but not for changes in accounting principles.

Effective Date and Transition

The requirements of this Statement are effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023, and all reporting periods thereafter. Earlier application is encouraged.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will improve the clarity of the accounting and financial reporting requirements for accounting changes and error corrections, which will result in greater consistency in application in practice. In turn, more understandable, reliable, relevant, consistent, and comparable information will be provided to financial statement users for making decisions or assessing accountability. In addition, the display and note disclosure requirements will result in more consistent, decision useful, understandable, and comprehensive information for users about accounting changes and error corrections.

GASB Statement No. 101 - *Compensated Absences*

Summary

The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures.

This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave. Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.

This Statement requires that a liability for certain types of compensated absences—including parental leave, military leave, and jury duty leave—not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used.

This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.



Future Accounting Standard Changes (Continued)

With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources.

Effective Date and Transition

The requirements of this Statement are effective for fiscal years beginning after December 15, 2023, and all reporting periods thereafter. Earlier application is encouraged.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The unified recognition and measurement model in this Statement will result in a liability for compensated absences that more appropriately reflects when a government incurs an obligation. In addition, the model can be applied consistently to any type of compensated absence and will eliminate potential comparability issues between governments that offer different types of leave.

The model also will result in a more robust estimate of the amount of compensated absences that a government will pay or settle, which will enhance the relevance and reliability of information about the liability for compensated absences

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Restriction on Use

This purpose of this communication is solely for the information and use of the City Council and management of the City and is not intended to be, and should not be used by anyone other than those specified parties.

Our audit would not necessarily disclose all weaknesses in the system because it was based on selected tests of the accounting records and related data. The comments and recommendations in the report are purely constructive in nature, and should be read in this context.

If you have any questions or wish to discuss any of the items contained in this letter, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service and for the courtesy and cooperation extended to us by your staff.



Abdo
Minneapolis, Minnesota
March 29, 2023





Annual Financial Report

West Hennepin Public Safety Department
Maple Plain, Minnesota

For the years ended December 31, 2022



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Edina, MN 55436
P 952.835.9090

Mankato Office

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West Hennepin Public Safety Department
Maple Plain, Minnesota
Annual Financial Report
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For the Year Ended December 31, 2022

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INTRODUCTORY SECTION
WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
MAPLE PLAIN, MINNESOTA

FOR THE YEAR ENDED
DECEMBER 31, 2022

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West Hennepin Public Safety Department
Maple Plain, Minnesota
Commissioners and Administration
For the Year Ended December 31, 2022

COMMISSIONERS

<u>Name</u>	<u>Position</u>	<u>Member City</u>
Julie Maas-Kusske	Chair	Independence
Marvin Johnson	Vice Chair	Maple Plain
Mike DeLuca	Secretary	Maple Plain
Lynn Betts	Treasurer	Independence

ADMINISTRATION

Gary Kroells	Director
--------------	----------

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FINANCIAL SECTION
WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
MAPLE PLAIN, MINNESOTA

FOR THE YEAR ENDED
DECEMBER 31, 2022

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INDEPENDENT AUDITOR'S REPORT

Board of Commissioners
West Hennepin Public Safety Department
Maple Plain, Minnesota

Report on the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information for the West Hennepin Public Safety Department, Maple Plain, Minnesota (the Department), as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Department as of December 31, 2022 and the respective changes in financial position and the budgetary comparison for the General fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Department and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Department's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Department's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis starting on page 15 the Schedules of Employer's Share of the Net Pension Liability and the Schedules of Employer's Contributions, and the related note disclosures starting on page 54 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Department's basic financial statements. The combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.



Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory section but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.



Abdo
Minneapolis, Minnesota
March 29, 2023



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Management's Discussion and Analysis

As management of the West Hennepin Public Safety Department, Maple Plain/Independence, Minnesota (the Department), we offer readers of the Department's financial statements this narrative overview and analysis of the financial activities of the Department for the fiscal year ended December 31, 2022.

Financial Highlights

- The liabilities and deferred inflows of resources of the Department exceeded its assets and deferred outflows of resources at the close of the most recent fiscal year by \$651,393 (net position). Currently the Department has a deficit unrestricted net position balance of \$890,646.
- The Department's total net position decreased by \$3,247 as a result of expenses in excess of revenues. This is primarily due to the recognition of pension activity associated with the state multi-employer pension plan.
- As of the close of the current fiscal year, the Department's governmental funds reported combined ending fund balances of \$528,604, an increase of \$104,341 in comparison with the prior year. Of this total amount, 451,848, is available for spending at the Department's discretion, however is largely committed and assigned for specific purposes. Of the total balance, \$287,980 is unassigned.
- At the end of the current fiscal year, unrestricted fund balance for the General fund was \$432,860, or 21 percent of total General fund expenditures. While these funds are not legally restricted, \$144,880 is assigned for future purposes.
- The 2022 General fund budget vs. actual positive variance was \$89,009.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Department's basic financial statements. The Department's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplemental information in addition to the basic financial statements themselves.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of combining and individual fund financial statements that further explains and supports the information in the financial statements. Figure 1 shows how the required parts of this annual report are arranged and relate to one another. In addition to these required elements, we have included a section with combining and individual fund financial statements that provide details about nonmajor governmental funds, which are added together and presented in single columns in the basic financial statements.

Figure 1
Required Components of the
Department's Annual Financial Report

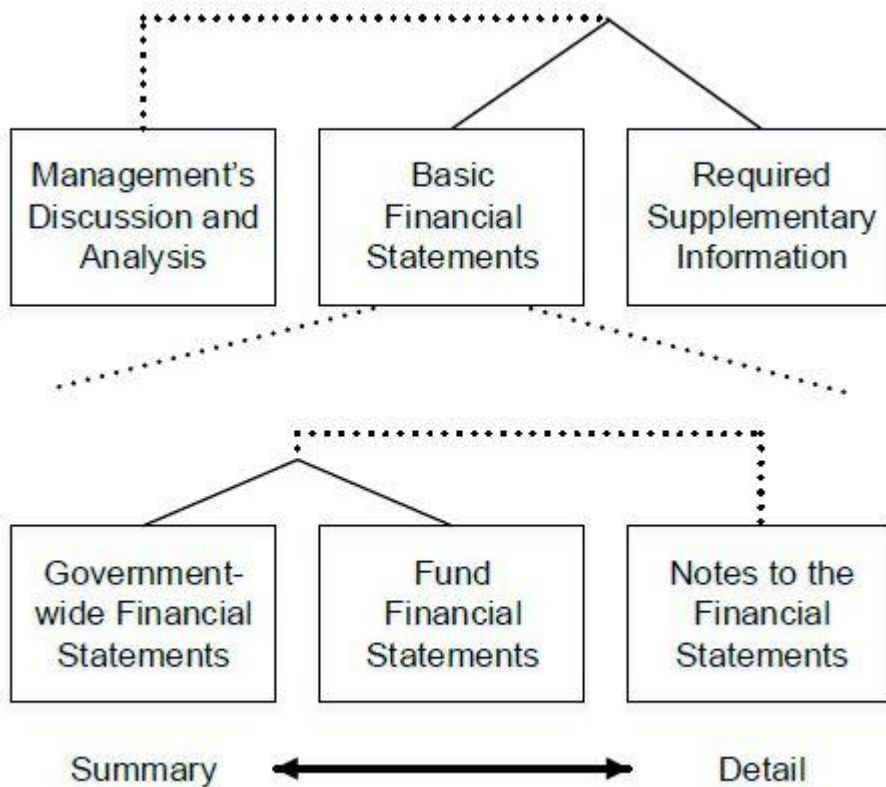


Figure 2 summarizes the major features of the Department’s financial statements, including the portion of the Department they cover and the types of information they contain. The remainder of this overview section of management’s discussion and analysis explains the structure and contents of each of the statements.

Figure 2
Major Features of the Government-wide and Fund Financial Statements

	Government-wide Statements	Fund Financial Statements
		Governmental Funds
Scope	Entire Department government (except fiduciary funds)	The activities of the Department that are not proprietary of fiduciary, such as police, fire and parks
Required financial statements	<ul style="list-style-type: none"> • Statement of Net Position • Statement of Activities 	<ul style="list-style-type: none"> • Balance Sheets • Statements of Revenues, Expenditures, and Changes in Fund Balances
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included
Type of deferred outflows/inflows of resources information	All deferred outflows/inflows of resources, regardless of when cash is received or paid	Only deferred outflows of resources expected to be used up and deferred inflows of resources that come due during the year or soon thereafter; no capital assets included
Type of inflow/out flow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter

Government-wide Financial Statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the Department's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Department's assets and deferred outflows of resources and liabilities and deferred inflows of resources, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating.

The *statement of activities* presents information showing how the Department's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Department that are principally supported by intergovernmental revenue (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). There are no business-type activities. The governmental activities of the Department include public safety.

The government-wide financial statements start on page 26 of this report.

Fund Financial Statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Department, like other State and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Department fall into one category: governmental funds.

Governmental Funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact by the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Department maintains four individual governmental funds, three of which are special revenue funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balance for the General Fund is considered to be a major fund. Data from the other nonmajor governmental funds are also presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances under the header "Nonmajor".

The Department adopts an annual appropriated budget for its General fund. A budgetary comparison statement has been provided for the General fund to demonstrate compliance with this budget.

The basic governmental fund financial statements start on page 30 of this report.

Fiduciary Funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the Department. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are not available to support the Department's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

The basic fiduciary fund financial statements can be found on page 35 of this report.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements start on page 37 of this report.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. In the case of the Department, liabilities and deferred inflows of resources exceeded assets and deferred outflows of resources by \$651,393 at the close of the most recent fiscal year.

The largest portion of the Department’s net position reflects its investment in capital assets (machinery and equipment). The Department uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

West Hennepin Public Safety Department’s Summary of Net Position

	Governmental Activities		
	2022	2021	Increase (Decrease)
Assets			
Current and other assets	\$ 534,989	\$ 432,042	\$ 102,947
Capital assets (net of accumulated depreciation)	196,425	238,552	(42,127)
Total Assets	731,414	670,594	60,820
Deferred Outflows of Resources	2,467,285	1,256,984	1,210,301
Liabilities			
Long-term liabilities outstanding	3,695,653	871,598	2,824,055
Other liabilities	6,385	7,779	(1,394)
Total Liabilities	3,702,038	879,377	2,822,661
Deferred Inflows of Resources	148,054	1,696,347	(1,548,293)
Net Position			
Invested in capital assets	196,425	238,552	(42,127)
Restricted	42,828	31,353	11,475
Unrestricted	(890,646)	(918,051)	27,405
Total Net Position	\$ (651,393)	\$ (648,146)	\$ (3,247)

At the end of the current fiscal year, the Department is unable to report positive balances in all categories of net position, currently reporting a deficit \$890,646 unrestricted net position due to the net pension liability.

The Department’s net position decreased \$3,247 during the current fiscal year.

Governmental Activities. Governmental activities decreased the Department's net position by \$3,247. Key elements of this increase are as follows:

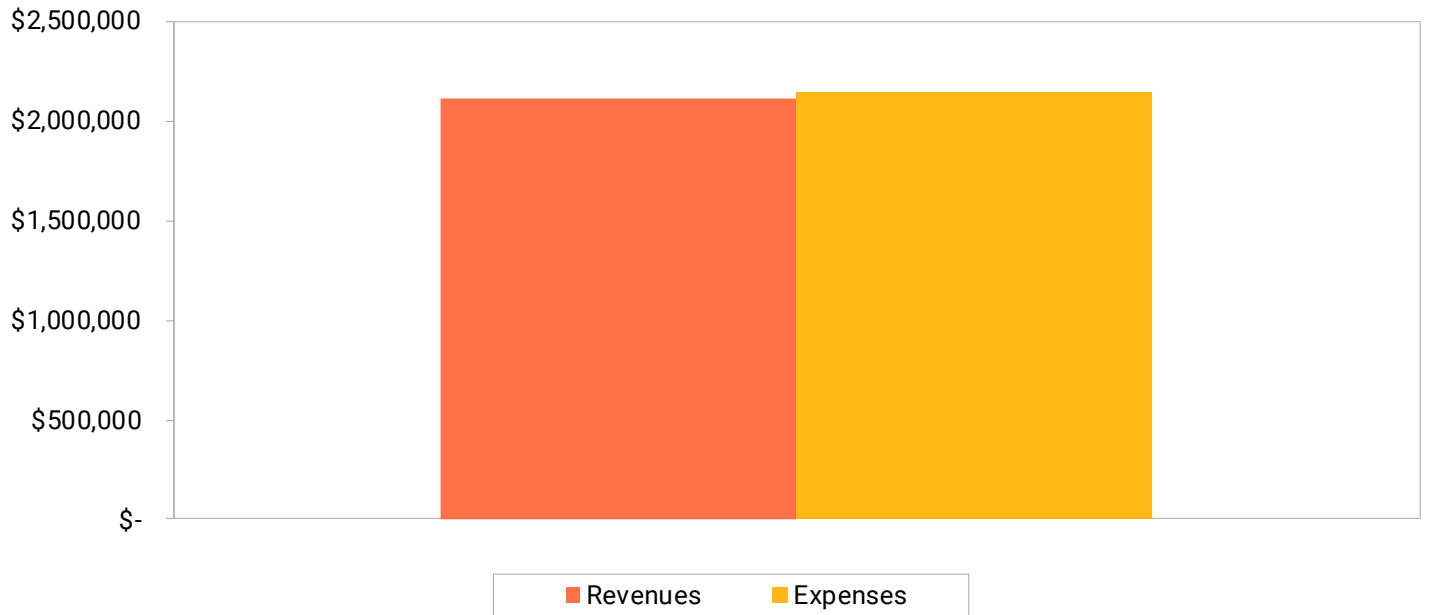
West Hennepin Public Safety Department's Changes in Net Position

	Governmental Activities		Increase (Decrease)
	2022	2021	
Revenues			
Program Revenues			
Charges for services	\$ 1,975,697	\$ 1,768,194	\$ 207,503
Operating grants and contributions	138,219	176,758	(38,539)
Capital grants and contributions	-	2,125	(2,125)
General Revenues			
Gain on sale of capital assets	27,502	9,475	18,027
Total Revenues	2,141,418	1,956,552	184,866
Expenses			
Public safety	2,144,665	1,689,195	455,470
Change in Net Position	(3,247)	267,357	(270,604)
Net Position, January 1	(648,146)	(915,503)	267,357
Net Position, December 31	<u>\$ (651,393)</u>	<u>\$ (648,146)</u>	<u>\$ (3,247)</u>

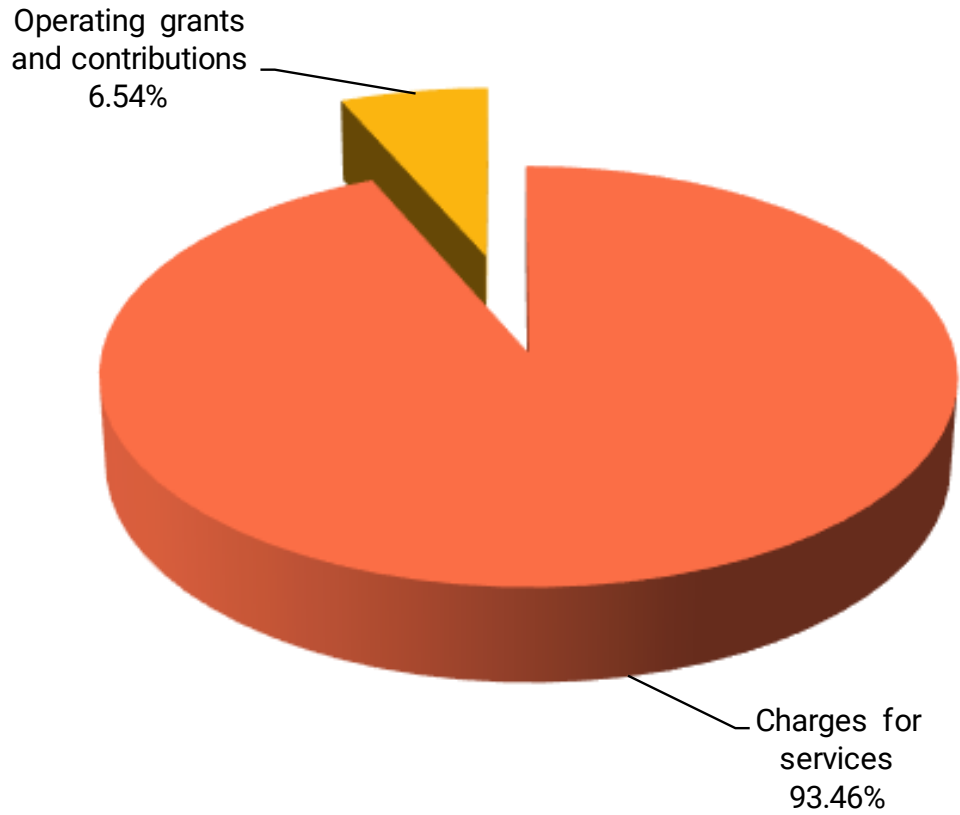
The decrease is due largely to the activity from the Departments state multi-employer pension plan Pension plan.

The following graph depicts various governmental activities and shows the revenue and expenses directly related to those activities.

Expenses and Revenues - Governmental Activities



Revenue by Source - Governmental Activities



Financial Analysis of the Government's Funds

As noted earlier, the Department uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the Department's *governmental funds* is to provide information on near-term inflows, outflows and balances of *spendable* resources. Such information is useful in assessing the Department's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Department's governmental funds reported combined ending fund balances of \$528,604, an increase of \$104,341 in comparison with the prior year. Of this total \$451,848, constitutes *unrestricted fund balance*, which is available for spending.

The General fund is the chief operating fund of the Department. At the end of the current year, the fund balance of the General fund was \$466,788. As a measure of the General fund's liquidity, it may be useful to compare unrestricted fund balance to total fund expenditures. Unrestricted fund balance represents 23.1 percent of fund expenditures.

The fund balance of the Department's General fund increased by \$89,009 during the current fiscal year. The fund balance increase was mainly due to miscellaneous revenues in excess of budget, offset by communications and capital outlay expenditures more than budget.

General Fund Budgetary Highlights

The Department's General fund budget was not amended during the year. Revenues exceeded expectations and expenditures were under the budgeted amounts. The 2022 budget vs. actual positive variance was \$89,009.

Capital Asset and Debt Administration

Capital Assets. The Department's investment in capital assets for its governmental activities as of December 31, 2022, amounts to \$196,425 (*net of accumulated depreciation*). This investment in capital assets includes machinery and equipment. The Department recorded capital additions in the amount of \$44,512, all of which was for the purchase of a 2019 Jeep Grand Cherokee. Department also had disposals of capital assets totaling \$59,585. This total included the sale of the 2012 Dodge Durango and proceeds from the disposal of Squad 70.

Additional information on the Department's capital assets can be found in Note 3B on page 44 of this report.

Long-term Debt. At the end of the current fiscal year, the Department had compensated absences of \$239,174. The Department's total long-term liabilities increased \$19,917, as a result of increased compensated absences at year end.

The Department does not have any other long-term debt.

Additional information on the Department's long-term debt can be found in Note 3C on page 44 of this report.

Economic Factors and Next Year's Budgets and Rates

- In 2022 one full time patrol officer was unable to perform his duties and requested a medical leave of absence in March of 2022. He did not return to work for the remainder of the year and ended his employment with West Hennepin Public Safety Department on December 1, 2022. This was an unpaid leave of absence. This placed additional workloads on our officers by covering multiple overtime shifts. We did not see an overall budget increase from this overtime as the unpaid leave of absence financially benefited the payroll line item. A replacement officer for this position was not hired until the end of February 2023.
- West Hennepin Public Safety and our police commissioners continued to focus on the retention of its officers by providing competitive wages, health benefits, schedule changes, policy reviews and the overall health and wellness of each employee. WHPS will continue to strive on keeping our great police officers by reviewing the ten-city survey for officers. In 2022 the police commissioners approved a substantial wage adjustment and longevity plan for the retention and recruitment of these officers and staff starting in 2023.
- In 2022 The League of MN Cities again increased worker compensation by 20% due to the overall increase in PTSD claims by police officers in Minnesota. The League of MN Cities has reported workers compensation insurance will again increase by 20% in 2023 and will continue for an additional two years. These increases began in 2021 so WHPS will see a 100% increase in worker compensation by 2025.
- In 2022 increased fuel prices increase costs on this line items. WHPS budgeted \$3.00 per gallon for fuel in 2022 and the average cost for fuel was well over \$3.45 per gallon.
- The 2022 Severance Fund is funded at 35.17%. This leaves a liability balance of \$100,483 which would be divided up by each city based on the funding formula for that fiscal year. This fund is not financially contributed in the annual budget as of 2023. It is anticipated a long-term employee will retire in 2023 which will further reduce the severance fund balance by \$28,000 which would further compound the funding concerns of this severance fund.
- The Police Commission's recommendation is to maintain the general fund balance at 10.0 percent of the expenditures for cash flow needs. West Hennepin's general fund is at 22.8 percent regarding the 2022 audit review. The unassigned fund balance compared to the 2023 budget is at 12.7%, not including compensated absences and Capital Outlay.

Requests for Information

This financial report is designed to provide a general overview of the Department's finances for all those with an interest in the Department's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director of Public Safety, Gary Kroells, West Hennepin Public Safety Department, 1918 County Road 90, Maple Plain, Minnesota 55359-0309.

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
MAPLE PLAIN, MINNESOTA

FOR THE YEAR ENDED
DECEMBER 31, 2022

West Hennepin Public Safety Department
Maple Plain, Minnesota
Statement of Net Position
December 31, 2022

	Governmental Activities
Assets	
Cash and temporary investments	\$ 493,183
Accounts receivable	235
Due from other governments	7,643
Prepaid items	33,928
Capital assets (net of accumulated depreciation)	
Machinery and equipment	196,425
Total Assets	731,414
Deferred Outflows of Resources	
Deferred pension resources	2,467,285
Liabilities	
Accounts payable	6,385
Noncurrent liabilities	
Due within one year	
Compensated absences payable	144,463
Due in more than one year	
Compensated absences payable	100,626
Net pension liability	3,450,564
Total Liabilities	3,702,038
Deferred Inflows of Resources	
Deferred pension resources	148,054
Net Position	
Investment in capital assets	196,425
Restricted for forfeiture fund	42,828
Unrestricted	(890,646)
Total Net Position	\$ (651,393)

The notes to the financial statements are an integral part of this statement.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Statement of Activities
For the Year Ended December 31, 2022

Functions/Programs	Expenses	Program Revenues		Capital Grants and Contributions	Net (Expense) Revenues and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Governmental Activities	
Governmental Activities					
Public safety	\$ 2,144,665	\$ 1,975,697	\$ 138,219	\$ -	\$ (30,749)
General Revenues					
Gain on sale of capital assets					27,502
Change in Net Position					(3,247)
Net Position, January 1					(648,146)
Net Position, December 31					\$ (651,393)

The notes to the financial statements are an integral part of this statement.

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FUND FINANCIAL STATEMENTS
WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
MAPLE PLAIN, MINNESOTA

FOR THE YEAR ENDED
DECEMBER 31, 2022

West Hennepin Public Safety Department
Maple Plain, Minnesota
Balance Sheet
Governmental Funds
December 31, 2022

	General	Other Governmental Funds	Total Governmental Funds
Assets			
Cash and temporary investments	\$ 431,367	\$ 61,816	\$ 493,183
Accounts receivable	235	-	235
Due from other governments	7,643	-	7,643
Prepaid items	33,928	-	33,928
Total Assets	<u>\$ 473,173</u>	<u>\$ 61,816</u>	<u>\$ 534,989</u>
Liabilities			
Accounts payable	\$ 6,385	\$ -	\$ 6,385
Fund Balances			
Nonspendable	33,928	-	33,928
Restricted	-	42,828	42,828
Committed	-	18,988	18,988
Assigned	144,880	-	144,880
Unassigned	287,980	-	287,980
Total Fund Balances	<u>466,788</u>	<u>61,816</u>	<u>528,604</u>
Total Liabilities and Fund Balances	<u>\$ 473,173</u>	<u>\$ 61,816</u>	<u>\$ 534,989</u>

The notes to the financial statements are an integral part of this statement.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Reconciliation of the Balance Sheet
to the Statement of Net Position
Governmental Funds
December 31, 2022

Amounts reported for governmental activities in the statement of net position are different because

Total Fund Balances - Governmental Funds	\$ 528,604
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds.	
Cost of capital assets	539,034
Less: accumulated depreciation	(342,609)
Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds.	
Long-term liabilities at year-end consist of	
Compensated absences payable	(245,089)
Net pension liability	(3,450,564)
Governmental funds do not report long-term amounts related to pensions.	
Deferred outflows of pension resources	2,467,285
Deferred inflows of pension resources	(148,054)
	(148,054)
Total Net Position - Governmental Activities	\$ (651,393)

The notes to the financial statements are an integral part of this statement.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended December 31, 2022

	General	Other Governmental Funds	Total Governmental Funds
Revenues			
Intergovernmental	\$ 107,169	\$ 6,012	\$ 113,181
Charges for services	1,931,293	-	1,931,293
Miscellaneous	56,372	13,070	69,442
Total Revenues	2,094,834	19,082	2,113,916
Expenditures			
Current - public safety			
Payroll	1,589,254	-	1,589,254
Uniform allowance	12,116	-	12,116
Police Reserve Officer in kind	25,038	-	25,038
Insurance	84,106	-	84,106
Utilities	23,405	81	23,486
Repair and maintenance	30,544	-	30,544
Supplies	55,481	444	55,925
Office cleaning	4,818	-	4,818
Dues and subscriptions	3,358	-	3,358
Printing	1,000	75	1,075
Communications	85,218	-	85,218
Schools and training	23,685	-	23,685
Professional services	11,225	-	11,225
Contingency	14,508	375	14,883
Police Reserve Officer program	1,500	-	1,500
Miscellaneous	1,013	1,882	2,895
Capital outlay - public safety	78,961	893	79,854
Total Expenditures	2,045,230	3,750	2,048,980
Excess (Deficiency) of Revenues Over (Under) Expenditures	49,604	15,332	64,936
Other Financing Sources			
Proceeds from sale of capital assets	39,405	-	39,405
Change in Fund Balances	89,009	15,332	104,341
Fund Balances, January 1	377,779	46,484	424,263
Fund Balances, December 31	<u>\$ 466,788</u>	<u>\$ 61,816</u>	<u>\$ 528,604</u>

The notes to the financial statements are an integral part of this statement.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Reconciliation of the Statement of Revenues,
Expenditures and Changes in Fund Balances
to the Statement of Activities
Governmental Funds
For the Year Ended December 31, 2022

Amounts reported for governmental activities in the statement of activities are different because

Total Net Change in Fund Balances - Governmental Funds	\$ 104,341
<p>Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over the estimated useful lives as depreciation expense.</p>	
Capital outlays	44,512
Depreciation expense	(74,736)
<p>The effect of various miscellaneous transactions involving capital assets including disposals, which decrease net position.</p>	
Disposals	(59,585)
Depreciation on disposal of capital assets	47,682
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.</p>	
Compensated absences	(25,832)
<p>Long-term pension activity is not reported in governmental funds.</p>	
Pension expense	(75,182)
Direct aid contributions	35,553
Change in Net Position - Governmental Activities	\$ (3,247)

The notes to the financial statements are an integral part of this statement.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Statement of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual
General Fund
For the Year Ended December 31, 2022

	Budgeted Amounts		Actual Amounts	Variance With Final Budget
	Original	Final		
Revenues				
Intergovernmental				
State	\$ 103,000	\$ 103,000	\$ 95,108	\$ (7,892)
State - TZD reimbursement	7,000	7,000	12,061	5,061
Charges for services				
City of Maple Plain	616,894	616,894	616,894	-
City of Independence	1,314,399	1,314,399	1,314,399	-
Miscellaneous				
Police Reserve Officer in kind donations	-	-	25,038	25,038
Other	6,000	6,000	31,334	25,334
Total Revenues	<u>2,047,293</u>	<u>2,047,293</u>	<u>2,094,834</u>	<u>47,541</u>
Expenditures				
Current - public safety				
Payroll	1,694,693	1,694,693	1,589,254	105,439
Uniform allowance	9,900	9,900	12,116	(2,216)
Police Reserve Officer in kind	-	-	25,038	(25,038)
Insurance	89,600	89,600	84,106	5,494
Utilities	33,950	33,950	23,405	10,545
Repair and maintenance	26,600	26,600	30,544	(3,944)
Supplies	45,800	45,800	55,481	(9,681)
Office cleaning	6,400	6,400	4,818	1,582
Dues and subscriptions	2,150	2,150	3,358	(1,208)
Printing	1,850	1,850	1,000	850
Communications	55,450	55,450	85,218	(29,768)
Schools and training	24,700	24,700	23,685	1,015
Professional services	10,900	10,900	11,225	(325)
Contingency	-	-	14,508	(14,508)
Police Reserve Officer program	1,500	1,500	1,500	-
Miscellaneous	1,000	1,000	1,013	(13)
Capital outlay - public safety	49,800	49,800	78,961	(29,161)
Total Expenditures	<u>2,054,293</u>	<u>2,054,293</u>	<u>2,045,230</u>	<u>9,063</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(7,000)	(7,000)	49,604	56,604
Other Financing Sources				
Proceeds from sale of capital assets	7,000	7,000	39,405	32,405
Net Change in Fund Balances	-	-	89,009	89,009
Fund Balances, January 1	<u>377,779</u>	<u>377,779</u>	<u>377,779</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 377,779</u>	<u>\$ 377,779</u>	<u>\$ 466,788</u>	<u>\$ 89,009</u>

The notes to the financial statements are an integral part of this statement.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Statement of Fiduciary Net Position
Fiduciary Funds
December 31, 2022

	<u>Custodial Fund</u>
Assets	
Cash and temporary investments	<u>\$ 9,722</u>
Net Position	
Individuals, organizations, and other governments	<u>\$ 9,722</u>

The notes to the financial statements are an integral part of this statement.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Statement of Changes in Fiduciary Net Position
Fiduciary Funds
December 31, 2022

	<u>Custodial Fund</u>
Additions	
Miscellaneous	<u>\$ 11,096</u>
Deductions	
Repair and maintenance	805
Vehicle expense	8,295
Uniforms	286
Insurance	1,335
Range	50
Training and Registration	3,185
Miscellaneous	316
Total deductions	<u>14,272</u>
Net Increase (Decrease) in Fiduciary Net Position	(3,176)
Net Position, January 1	<u>12,898</u>
Net Position, December 31	<u><u>\$ 9,722</u></u>

The notes to the financial statements are an integral part of this statement.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies

A. Reporting Entity

The West Hennepin Public Safety Department, Maple Plain/Independence, Minnesota (the Department) was established under Minnesota statutes, section 471.59. The Department serves the cities of Maple Plain and Independence. The Board of Commissioners is composed of representatives from each member city, consisting of four members. The Department's purpose is to provide police protection to the member cities. The Board of Commissioners exercises legislative authority and determines all matters of policy. The Board of Commissioners appoints personnel responsible for the proper administration of all affairs relating to the Department's activities. The Department has considered all potential units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the Department are such that exclusion would cause the Department's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board (GASB) has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the primary government to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the primary government. The Department has no component units.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Department. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Department considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Department.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available.

Non-exchange transactions, in which the Department receives value without directly giving equal value in return, include grants, entitlement and donations. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the Department must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the Department on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements are met are also recorded as unearned revenue.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

The Department reports the following major governmental funds:

The *General fund* is the Department's primary operating fund. It accounts for all financial resources of the Department, except those required to be accounted for in another fund.

Additionally, the Department reports the following fund types:

Fiduciary Funds

Custodial funds are used to report fiduciary activities that are not required to be reported in pension (and other employee benefit) trust funds, investment trust funds, or private-purpose trust funds. The Department's Custodial fund accounts for activities of the Emergency Response Unit (ERU).

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contribution, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues.

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position or Fund Balance

Deposits and Investments

The Department's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Cash balances from all funds are pooled and invested, to the extent available, in certificates of deposit and other authorized investments. Earnings from such investments are allocated on the basis of applicable participation by each of the funds.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

The Department may also invest idle funds as authorized by Minnesota statutes, as follows:

1. Direct obligations or obligations guaranteed by the United States or its agencies.
2. Shares of investment companies registered under the Federal Investment Company Act of 1940 and received the highest credit rating, rated in one of the two highest rating categories by a statistical rating agency, and have a final maturity of thirteen months or less.
3. General obligations of a state or local government with taxing powers rated "A" or better; revenue obligations rated "AA" or better.
4. General obligations of the Minnesota Housing Finance Agency rated "A" or better.
5. Obligation of a school district with an original maturity not exceeding 13 months and (i) rated in the highest category by a national bond rating service or (ii) enrolled in the credit enhancement program pursuant to statute section 126C.55.
6. Bankers' acceptances of United States banks eligible for purchase by the Federal Reserve System.
7. Commercial paper issued by United States banks corporations or their Canadian subsidiaries, of highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less.
8. Repurchase or reverse repurchase agreements and securities lending agreements with financial institutions qualified as a "depository" by the government entity, with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000, a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York, or certain Minnesota securities broker-dealers.
9. Guaranteed investment contracts (GIC's) issued or guaranteed by a United States commercial bank, a domestic branch of a foreign bank, a United States insurance company, or its Canadian subsidiary, whose similar debt obligations were rated in one of the top two rating categories by a nationally recognized rating agency.

The Department does not have an investment policy that addresses interest rate and credit risk.

Capital Assets

Capital assets, which include property, plant and equipment assets, are reported in the government-wide financial statements. Capital assets are defined by the Department as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

Property, plant and equipment of the Department are depreciated using the straight-line method over the following estimated useful lives:

Assets	Useful Lives in Years
Buildings and Improvements	10 - 40
Improvements other than Buildings	15 - 30
Machinery and Equipment	3 - 15

Deferred Outflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Department has only one item that qualifies for reporting in this category. Accordingly, the item, deferred pension resources, is reported only in the statement of net position. This item results from actuarial calculations and current year pension contributions made subsequent to the measurement date.

Compensated Absences

It is the Department's policy to permit employees to accumulate a limited amount of earned but unused vacation and comp time. Employees are allowed to accumulate sick leave up to 960 hours throughout their employment. According to the policy, employees will get paid at a 33 percent rate upon termination, unless they chose to bank accumulated time at a 50 percent rate for future use. Vacation pay is accrued in the government-wide financial statements and each employee may not accrue more than one year worth of vacation time, based on accrual rates per the employee benefit handbook. In governmental fund types, the costs of these benefits are recognized when payments are made to the employees. The General fund is typically used to liquidate compensated absences.

Pensions

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to/deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA except that PERA's fiscal year end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

The total pension expense for the GERP and PEPFP is as follows:

	Public Employees Retirement Association of Minnesota (PERA)		Total Pension Expense
	GERP	PEPFP	
Pension Expense	\$ 15,612	\$ 233,801	\$ 249,413

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

Deferred Inflows of Resources

In addition to liabilities, the statement of net position and fund financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Department has only one type of item that qualifies for reporting in this category. The item, deferred pension resources, is reported only in the statement of net position and results from actuarial calculations.

Fund Balance

In the fund financial statements, fund balance is divided into five classifications based primarily on the extent to which the Department is bound to observe constraints imposed upon the use of resources reported in the governmental funds. These classifications are defined as follows:

Nonspendable - Amounts that cannot be spent because they are not in spendable form, such as prepaid items.

Restricted - Amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

Committed - Amounts constrained for specific purposes that are internally imposed by formal action (resolution) of the Department Commission (the Commission), which is the Commission's highest level of decision-making authority. Committed amounts cannot be used for any other purpose unless the Commission modifies or rescinds the commitment by resolution.

Assigned - Amounts constrained for specific purposes that are internally imposed. In governmental funds other than the General fund, assigned fund balance represents all remaining amounts that are not classified as nonspendable and are neither restricted nor committed. In the General fund, assigned amounts represent intended uses established by the Commission itself or by an official to which the governing body delegates the authority. The Commission has adopted a fund balance policy which delegates the authority to assign amounts for specific purposes to the Director of Public Safety.

Unassigned - The residual classification for the General fund and also negative residual amounts in other funds.

The Commission considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available. Additionally, the Commission would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The Commission has formally adopted a fund balance policy for the General fund. The Commission's policy is to maintain a minimum unassigned fund balance of 10 percent of budgeted operating expenditures for cash-flow timing needs.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

Net Position

Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net position is displayed in three components:

- a. Investment in capital assets - Consists of capital assets, net of accumulated depreciation.
- b. Restricted net position - Consist of net position balances restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, laws or regulations of other governments.
- c. Unrestricted net position - All other net position balances that do not meet the definition of "restricted" or "investment in capital assets".

When both restricted and unrestricted resources are available for use, it is the Department's policy to use restricted resources first, then unrestricted resources as they are needed.

Note 2: Stewardship, Compliance and Accountability

Budgetary Information

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for the General fund. All annual appropriations lapse at fiscal year-end. The Department does not use encumbrance accounting.

The Board of Police Commissioners must, on or before August 15 each year, prepare and submit a detailed budget of the Department's needs for the next calendar year to the City Council of each city in the Department with a statement of the proportion of the budget to be provided by each city. The City Council of each city in the Department shall review and approve the budget by November 1. The legal level of budgetary control is the fund level. There were no budget amendments made in 2022.

Note 3: Detailed Notes on All Funds

A. Deposits and Investments

Cash balances of the Department's funds are combined (pooled) and invested to the extent available in various investments authorized by Minnesota statutes. Each fund's portion of this pool (or pools) is displayed on the financial statements as "cash and temporary investments". For purposes of identifying the risk of investing public funds, the balances are categorized as follows:

Deposits

Custodial credit risk for deposits and investments is the risk that in event of a bank failure, the Department's deposits may not be returned or the Department will not be able to recover collateral securities in the possession of an outside party. In accordance with Minnesota statutes and as authorized by the Board of Commissioners, the Department maintains deposits at those depository banks, all of which are members of the Federal Reserve System.

Minnesota statutes require that all Department deposits be protected by insurance, surety bond or collateral. The market value of collateral pledged must equal 110 percent of the deposits not covered by insurance, bonds, or irrevocable standby letter of credit from Federal Home Loan Banks.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

Authorized collateral in lieu of a corporate surety bond includes:

- United States government Treasury bills, Treasury notes, Treasury bonds;
- Issues of United States government agencies and instrumentalities as quoted by a recognized industry quotation service available to the government entity;
- General obligation securities of any state or local government with taxing powers which is rated "A" or better by a national bond rating service, or revenue obligation securities of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service;
- General obligation securities of a local government with taxing powers may be pledged as collateral against funds deposited by that same local government entity;
- Irrevocable standby letters of credit issued by Federal Home Loan Banks to a municipality accompanied by written evidence that the bank's public debt is rated "AA" or better by Moody's Investors Service, Inc., or Standard & Poor's Corporation; and
- Time deposits that are fully insured by any federal agency.

Minnesota statutes require that all collateral shall be placed in safekeeping in a restricted account at a Federal Reserve Bank, or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The selection should be approved by the Department.

At year end, the Department's carrying amount of deposits was \$502,905 and the bank balance was \$535,342. Of the bank balance, \$250,000 was covered by Federal depository insurance. The remaining balance was covered by collateral held by the pledging financial institution's trust department in the Department's name.

Cash Summary

A reconciliation of cash and investments as reported on the statement of net position follows:

Cash and Temporary Investments	
Government-wide	\$ 493,183
Fiduciary	<u>9,722</u>
Total Deposits	<u><u>\$ 502,905</u></u>

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

B. Capital Assets

Capital asset activity for the year ended December 31, 2022 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental Activities				
Capital Assets, being Depreciated Machinery and equipment	\$ 554,106	\$ 44,512	\$ (59,585)	\$ 539,033
Less Accumulated Depreciation for Machinery and equipment	<u>(315,554)</u>	<u>(74,736)</u>	<u>47,682</u>	<u>(342,608)</u>
Governmental Activities Capital Assets, Net	<u>\$ 238,552</u>	<u>\$ (30,224)</u>	<u>\$ (11,903)</u>	<u>\$ 196,425</u>

Depreciation expense of \$74,736 was charged to the public safety department of the governmental activities.

C. Long-term Debt

Changes in Long-term Liabilities

Long-term liability activity for the year ended December 31, 2022 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental Activities					
Compensated Absences Payable	<u>\$ 219,257</u>	<u>\$ 170,296</u>	<u>\$ (144,464)</u>	<u>\$ 245,089</u>	<u>\$ 144,463</u>

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

D. Fund Balance Classifications

At December 31, 2022, a summary of the governmental fund balance classifications are as follows:

Fund	Purpose	Amount
Nonspendable		
General	Prepaid items	\$ 33,928
Restricted		
Nonmajor Governmental	Forfeitures	\$ 42,828
Committed for		
Nonmajor Governmental	Crime prevention	\$ 15,129
Nonmajor Governmental	Police Reserve Officer	3,859
Total Committed Fund Balance		\$ 18,988
Assigned for		
General	Compensated absences	\$ 77,917
General	Capital outlay	66,963
Total Assigned Fund Balance		\$ 144,880

Note 4: Defined Benefit Pension Plans - Statewide

A. Plan Description

The Department participates in the following cost-sharing multiple-employer defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA’s defined benefit pension plans are established and administered in accordance with *Minnesota statutes*, chapters 353 and 356. PERA’s defined benefit pension plans are tax qualified plans under Section 401 (a) of the Internal Revenue Code.

General Employees Retirement Plan

All full-time and certain part-time employees of the Department are covered by the General Employees Plan. General Employees Plan members belong to the Coordinated Plan. Coordinated Plan members are covered by Social Security.

Public Employees Police and Fire Plan

The Police and Fire Plan, originally established for police officers and firefighters not covered by a local relief association, now covers all police officers and firefighters hired since 1980. Effective July 1, 1999, the Police and Fire Plan also covers police officers and firefighters belonging to a local relief association that elected to merge with and transfer assets and administration to PERA.

B. Benefits Provided

PERA provides retirement, disability and death benefits. Benefit provisions are established by state statute and can only be modified by the state Legislature. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

General Employee Plan Benefits

General Employees Plan benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989, receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2 percent of average salary for each of the first 10 years of service and 1.7 percent of average salary for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.7 percent for average salary for all years of service. For members hired prior to July 1, 1989 a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989 normal retirement age is the age for unreduced Social Security benefits capped at 66.

Benefit increases are provided to benefit recipients each January. Beginning in 2019, the postretirement increase is equal to 50 percent of the cost-of-living adjustment (COLA) announced by the SSA, with a minimum increase of at least 1 percent and a maximum of 1.5 percent. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least one month but less than a full year as of the June 30 before the effective date of the increase will receive a reduced prorated increase. For members retiring on January 1, 2024, or later, the increase will be delayed until normal retirement age (age 65 if hired prior to July 1, 1989, or age 66 for individuals hired on or after July 1, 1989). Members retiring under Rule of 90 are exempt from the delay to normal retirement.

Police and Fire Plan Benefits

Benefits for Police and Fire Plan members first hired after June 30, 2010, but before July 1, 2014, vest on a prorated basis from 50 percent after five years up to 100 percent after ten years of credited service. Benefits for Police and Fire Plan members first hired after June 30, 2014 vest on a prorated basis from 50 percent after ten years up to 100 percent after twenty years of credited service. The annuity accrual rate is 3 percent of average salary for each year of service. For Police and Fire Plan members who were first hired prior to July 1, 1989, a full annuity is available when age plus years of service equal at least 90.

Benefit increases are provided to benefit recipients each January. The postretirement increase is fixed at 1 percent. Recipients that have been receiving the annuity or benefit for at least 36 months as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least 25 months but less than 36 months as of the June 30 before the effective date of the increase will receive a reduced prorated increase.

C. Contributions

Minnesota statutes, chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state Legislature.

General Employees Fund Contributions

Coordinated Plan members were required to contribute 6.50 percent, of their annual covered salary in fiscal year 2022 and The Department was required to contribute members and 7.50 percent for Coordinated Plan members. The Department's contributions to the General Employees Fund for the years ending December 31, 2022, 2021 and 2020 were \$9,382, \$10,293 and \$9,993, respectively. The Department's contributions were equal to the contractually required contributions for each year as set by state statute.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

Police and Fire Fund Contributions

Police and Fire Plan members were required to contribute 11.80 percent of their annual covered salary in fiscal year 2021 and the Department was required to contribute 17.70 percent for Police and Fire Plan members. The Department's contributions to the Police and Fire Fund for the years ending December 31, 2022, 2021 and 2020 were \$164,849, \$156,667, and \$159,427, respectively. The Department's contributions were equal to the contractually required contributions for each year as set by state statute.

D. Pension Costs

General Employees Fund Pension Costs

At December 31, 2022, the Department reported a liability of \$134,641 for its proportionate share of the General Employees Fund's net pension liability. The Department's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million. The State of Minnesota is considered a non-employer contributing entity and the state's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the Department totaled \$4,060. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Department's proportion of the net pension liability was based on the Department's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2021 through June 30, 2022 relative to the total employer contributions received from all of PERA's participating employers. The Department's proportion was .0017 percent at the end of the measurement period and .0019 for the beginning of the period.

Department's Proportionate Share of the Net Pension Liability	\$ 134,641
State of Minnesota's Proportionate Share	<u>4,060</u>
 Total	 <u><u>\$ 138,701</u></u>

For the year ended December 31, 2022, the Department recognized pension expense of \$15,005 for its proportionate share of the General Employees Fund's pension expense. In addition, the Department recognized an additional \$607 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the General Employees Fund.

At December 31, 2022, the Department reported its proportionate share of General Employees Plan's deferred outflows of resources and deferred inflows of resources, related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences Between Expected and Actual Experience	\$ 1,125	\$ 1,608
Changes in Actuarial Assumptions	33,948	612
Net Difference Between Projected and Actual Earnings on Plan Investments	-	3,129
Changes in Proportion	1,551	4,271
Contributions Paid to PERA Subsequent to the Measurement Date	<u>4,716</u>	<u>-</u>
 Total	 <u><u>\$ 41,340</u></u>	 <u><u>\$ 9,620</u></u>

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

The \$4,716 reported as deferred outflows of resources related to pensions resulting from the Department's contributions to subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2023. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

2023	\$ 11,046
2024	10,091
2025	(6,308)
2026	12,175

Police and Fire Fund Pension Costs

At December 31, 2022, the Department reported a liability of \$3,315,923 for its proportionate share of the Police and Fire Fund's net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Department's proportionate share of the net pension liability was based on the Department's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2021 through June 30, 2022 relative to the total employer contributions received from all of PERA's participating employers. The Department's proportion was .0762 percent which was a .0022 percent increase from its proportionate share measured as of June 30, 2021.

The State of Minnesota contributed \$18 million to the Police and Fire Fund in the plan fiscal year ended June 30, 2022. The contribution consisted of \$9 million in direct state aid that does meet the definition of a special funding situation and \$9 million in supplemental state aid that does not meet the definition of a special funding situation. The \$9 million direct state was paid on October 1, 2020. Thereafter, by October 1 of each year, the state will pay \$9 million to the Police and Fire Fund until full funding is reached or July 1, 2048, whichever is earlier. The \$9 million in supplemental state aid will continue until the fund is 90 percent funded, or until the State Patrol Plan (administered by the Minnesota State Retirement System) is 90 percent funded, whichever occurs later.

The State of Minnesota is included as a non-employer contributing entity in the Police and Fire Retirement Plan Schedule of Employer Allocations and Schedule of Pension Amounts by Employer, Current Reporting Period Only (pension allocation schedules) for the \$9 million in direct state aid. Police and Fire Plan employers need to recognize their proportionate share of the State of Minnesota's pension expense (and grant revenue) under GASB 68 special funding situation accounting and financial reporting requirements. For the year ended December 31, 2022, the Department recognized pension expense of \$205,713 for its proportionate share of the Police and Fire Plan's pension expense. In addition, the City recognized an additional \$28,088 as pension expense (grant revenue) for its proportionate share of the State of Minnesota's contribution of \$9 million to the Police and Fire Fund.

The State of Minnesota is not included as a non-employer contributing entity in the Police and Fire Pension Plan pension allocation schedules for the \$9 million in fire state aid. The Department also recognized \$6,858 for the year ended December 31, 2022 as revenue and an offsetting reduction of net pension liability for its proportionate share of the State of Minnesota's on-behalf contributions to the Police and Fire Fund.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

At December 31, 2022, the Department reported its proportionate share of Police and Fire Plan's deferred outflows of resources and deferred inflows of resources, and its contributions subsequent to the measurement date, from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	\$ 202,535	\$ 707
Changes in Actuarial Assumptions	1,933,895	23,591
Net Difference Between Projected and Actual Earnings on Plan Investments	85,003	-
Changes in Proportion	120,437	114,136
Contributions Paid to PERA Subsequent to the Measurement Date	84,075	-
Total	\$ 2,425,945	\$ 138,434

The \$84,075 reported as deferred outflows of resources related to pensions resulting from the Department's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2023. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

2023	\$ 435,787
2024	444,632
2025	392,823
2026	654,301
2027	275,893

E. Long-Term Expected Return on Investment

The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Domestic Equity	33.50 %	5.10 %
International Equity	16.50	5.30
Fixed Income	25.00	0.75
Private Markets	25.00	5.90
Total	100.00 %	

West Hennepin Public Safety Department
Maple Plain, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

F. Actuarial Assumptions

The total pension liability in the June 30, 2022 actuarial valuation was determined using an individual entry-age normal actuarial cost method. The long-term rate of return on pension plan investments used in the determination of the total liability is 6.5 percent. This assumption is based on a review of inflation and investments return assumptions from a number of national investment consulting firms. The review provided a range of return investment return rates deemed to be reasonable by the actuary. An investment return of 6.5 percent was deemed to be within that range of reasonableness for financial reporting purposes.

Inflation is assumed to be 2.25 percent for the General Employees Plan and 2.25 percent for the Police and Fire Plan. Benefit increases after retirement are assumed to be 1.25 percent for the General Employees Plan. The Police and Fire Plan benefit increase is fixed at 1.00 percent per year and that increase was used in the valuation.

Salary growth assumptions in the General Employees Plan range in annual increments from 10.25 percent after one year of service to 3.0 percent after 27 years of service. In the Police and Fire Plan, salary growth assumptions range from 11.75 percent after one year of service to 3.0 percent after 24 years of service.

Mortality rates for the General Employees Plan are based on the Pub-2010 General Employee Mortality Table. Mortality rates for the Police and Fire Plan is based on the Pub-2010 Public Safety Employee Mortality tables. The tables are adjusted slightly to fit PERA's experience.

Actuarial assumptions used in the June 30, 2022 valuation were based on the results of actuarial experience studies. The most recent four-year experience study in the General Employees Plan was completed in 2019. The assumption changes were adopted by the Board and become effective with the July 1, 2020 actuarial valuation. The most recent four-year experience study for the Police and Fire Plan was completed in 2020. The recommended assumptions for that plan were adopted by the Board and will be effective with the July 1, 2021 actuarial valuations if approved by the Legislature.

The following changes in actuarial assumptions and plan provisions occurred in 2022:

General Employees Fund

Changes in Actuarial Assumptions

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

Changes in Plan Provisions

- There were no changes in plan provisions since the previous valuation.

Police and Fire Fund

Changes in Actuarial Assumptions

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.
- The single discount rate changed from 6.50 percent to 5.40 percent.

Changes in Plan Provisions

- There have been no changes since the prior valuation.

West Hennepin Public Safety Department
 Maple Plain, Minnesota
 Notes to the Financial Statements
 December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

G. Discount Rate

The discount rate used to measure the total pension liability in 2022 was 6.50 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota statutes. Based on these assumptions, the fiduciary net position of the General Employees Fund and the Police and Fire Fund was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

In the Police and Fire Fund, the fiduciary net position was projected to be available to make all projected future benefit payments of current plan members through June 30, 2060. Beginning in fiscal year ended June 30, 2061 for the Police and Fire Fund, projected benefit payments exceed the funds' projected fiduciary net position. Benefit payments projected after were discounted at the municipal bond rate of 3.69 percent (based on the weekly rate closest to but not later than the measurement date of the Fidelity "20-Year Municipal GO AA Index"). The resulting equivalent single discount rate of 5.40 percent for the Police and Fire Fund was determined to give approximately the same present value of projected benefits when applied to all years of projected benefits as the present value of projected benefits using 6.5 percent applied to all years of projected benefits through the point of asset depletion and 3.69 percent thereafter.

H. Pension Liability Sensitivity

The following presents the Department's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the Department's proportionate share of the net pension liability would be if it were calculated using a discount rate one percentage point lower or one percentage point higher than the current discount rate:

	Department Proportionate Share of NPL		
	1 Percent Decrease (5.50%)	Current (6.50%)	1 Percent Increase (7.50%)
	General Employees Fund	\$ 212,672	\$ 134,641
	Department Proportionate Share of NPL		
	1 Percent Decrease (4.40%)	Current (5.40%)	1 Percent Increase (6.40%)
Police and Fire Fund	5,018,224	3,315,923	1,939,714

I. Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the Internet at www.mnpera.org.

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REQUIRED SUPPLEMENTARY INFORMATION
WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
MAPLE PLAIN, MINNESOTA

FOR THE YEAR ENDED
DECEMBER 31, 2022

West Hennepin Public Safety Department
Maple Plain, Minnesota
Required Supplementary Information
For the Year Ended December 31, 2022

Schedule of Employer's Share of PERA Net Pension Liability - General Employees Fund

Fiscal Year Ending	Department's Proportion of the Net Pension Liability	Department's Proportionate Share of the Net Pension Liability (a)	State's Proportionate Share of the Net Pension Liability Associated with the Department (b)	Total (a+b)	Department's Covered Payroll (c)	Department's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
06/30/22	0.0017 %	\$ 134,641	\$ 4,060	\$ 138,701	\$ 130,831	102.9 %	76.7 %
06/30/21	0.0019	81,139	2,404	83,543	135,258	60.0	87.0
06/30/20	0.0019	113,914	3,587	117,501	136,017	83.7	79.0
06/30/19	0.0018	99,518	3,000	102,518	126,756	78.5	80.2
06/30/18	0.0018	99,857	-	99,857	118,454	84.3	79.5
06/30/17	0.0020	127,679	-	127,679	127,644	100.0	75.9
06/30/16	0.0019	154,271	-	154,271	119,444	129.2	68.9
06/30/15	0.0020	103,650	-	103,650	117,101	88.5	78.2

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

Schedule of Employer's PERA Contributions - General Employees Fund

Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Department's Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
12/31/22	\$ 9,382	\$ 9,382	\$ -	\$ 125,093	7.5 %
12/31/21	10,293	10,293	-	137,235	7.5
12/31/20	9,993	9,993	-	133,242	7.5
12/31/19	9,609	9,609	-	128,115	7.5
12/31/18	9,420	9,420	-	125,606	7.5
12/31/17	9,235	9,235	-	123,136	7.5
12/31/16	9,054	9,054	-	120,723	7.5
12/31/15	8,877	8,877	-	118,362	7.5

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - General Employees Fund

Changes in Actuarial Assumptions

2022 - The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

2021 - The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes. The mortality improvement scale was changed from Scale MP-2019 to Scale MP-2020.

2020 - The price inflation assumption was decreased from 2.50% to 2.25%. The payroll growth assumption was decreased from 3.25% to 3.00%. Assumed salary increase rates were changed as recommended in the June 30, 2019 experience study. The net effect is assumed rates that average 0.25% less than previous rates. Assumed rates of retirement were changed as recommended in the June 30, 2019 experience study. The changes result in more unreduced (normal) retirements and slightly fewer Rule of 90 and early retirements. Assumed rates of termination were changed as recommended in the June 30, 2019 experience study. The new rates are based on service and are generally lower than the previous rates for years 2-5 and slightly higher thereafter. Assumed rates of disability were changed as recommended in the June 30, 2019 experience study. The change results in fewer predicted disability retirements for males and females. The base mortality table for healthy annuitants and employees was changed from the RP-2014 table to the Pub-2010 General Mortality table, with adjustments. The base mortality table for disabled annuitants was changed from the RP-2014 disabled annuitant mortality table to the PUB-2010 General/Teacher disabled annuitant mortality table, with adjustments. The mortality improvement scale was changed from Scale MP-2018 to Scale MP-2019. The assumed spouse age difference was changed from two years older for females to one year older. The assumed number of married male new retirees electing the 100% Joint & Survivor option changed from 35% to 45%. The assumed number of married female new retirees electing the 100% Joint & Survivor option changed from 15% to 30%. The corresponding number of married new retirees electing the Life annuity option was adjusted accordingly.

2019 - The mortality projection scale was changed from MP-2017 to MP-2018.

2018 - The mortality projection scale was changed from MP-2015 to MP-2017. The assumed benefit increase was changed from 1.00 percent per year through 2044 and 2.50 percent per year thereafter to 1.25 percent per year.

2017 - The Combined Service Annuity (CSA) loads were changed from 0.8 percent for active members and 60 percent for vested and non-vested deferred members. The revised CSA loads are now 0.0 percent for active member liability, 15.0 percent for vested deferred member liability and 3.0 percent for non-vested deferred member liability. The assumed post-retirement benefit increase rate was changed from 1.0 percent per year for all years to 1.0 percent per year through 2044 and 2.5 percent per year thereafter.

2016 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2035 and 2.5 percent per year thereafter to 1.0 percent per year for all future years. The assumed investment return was changed from 7.9 percent to 7.5 percent. The single discount rate was changed from 7.9 percent to 7.5 percent. Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth and 2.50 percent for inflation.

2015 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2030 and 2.5 percent per year thereafter to 1.0 percent per year through 2035 and 2.5 percent per year thereafter.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - General Employees Fund (Continued)

Changes in Plan Provisions

2022 - There were no changes in plan provisions since the previous valuation.

2021 - There were no changes in plan provisions since the previous valuation.

2020 - Augmentation for current privatized members was reduced to 2.0% for the period July 1, 2020 through December 31, 2023 and 0.0% after. Augmentation was eliminated for privatizations occurring after June 30, 2020.

2019 - The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The state's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

2018 - The augmentation adjustment in early retirement factors is eliminated over a five-year period starting July 1, 2019, resulting in actuarial equivalence after June 30, 2024. Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018. Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply. Contribution stabilizer provisions were repealed. Postretirement benefit increases were changed from 1.00 percent per year with a provision to increase to 2.50 percent upon attainment of 90.00 percent funding ratio to 50.00 percent of the Social Security Cost of Living Adjustment, not less than 1.00 percent and not more than 1.50 percent, beginning January 1, 2019. For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches normal retirement age; does not apply to Rule of 90 retirees, disability benefit recipients, or survivors. Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017 - The State's contribution for the Minneapolis Employees Retirement Fund equals \$16,000,000 in 2017 and 2018, and \$6,000,000 thereafter. The Employer Supplemental Contribution for the Minneapolis Employees Retirement Fund changed from \$21,000,000 to \$31,000,000 in calendar years 2019 to 2031. The state's contribution changed from \$16,000,000 to \$6,000,000 in calendar years 2019 to 2031.

2016 - There were no changes in plan provisions since the previous valuation.

2015 - On January 1, 2015, the Minneapolis Employees Retirement Fund was merged into the General Employees Fund, which increased the total pension liability by \$1.1 billion and increased the fiduciary plan net position by \$892 million. Upon consolidation, state and employer contributions were revised.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Schedule of Employer's Share of PERA Net Pension Liability - Police and Fire Fund

Fiscal Year Ending	Department's Proportion of the Net Pension Liability	Department's Share of the Net Pension Liability (a)	State's Proportionate Share of the Net Pension Liability Associated with the Department (b)	Total (a+b)	Department's Covered Payroll (c)	Department's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
06/30/22	0.0762 %	\$ 3,315,923	\$ 144,805	\$ 3,460,728	\$ 925,825	358.3 %	70.5 %
06/30/21	0.0740	571,202	25,704	596,906	895,483	66.7	93.7
06/30/20	0.0885	1,166,525	-	1,166,525	971,285	120.1	87.2
06/30/19	0.0761	810,161	-	810,161	804,823	100.7	89.3
06/30/18	0.0754	803,686	-	803,686	794,226	101.2	88.8
06/30/17	0.0780	1,053,093	-	1,053,093	803,883	131.0	85.4
06/30/16	0.0980	3,932,911	-	3,932,911	801,950	490.4	63.9
06/30/15	0.0790	897,625	-	897,625	757,513	118.5	86.6

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

Schedule of Employer's PERA Contributions - Police and Fire Fund

Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Department's Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
12/31/22	\$ 164,849	\$ 164,849	\$ -	\$ 931,349	17.70 %
12/31/21	156,667	156,667	-	885,122	17.70
12/31/20	159,427	159,427	-	940,573	17.70
12/31/19	142,904	142,904	-	843,094	16.95
12/31/18	133,379	133,379	-	823,326	16.20
12/31/17	129,916	129,916	-	801,950	16.20
12/31/16	122,717	122,717	-	757,513	16.20
12/31/15	121,734	121,734	-	751,446	16.20

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - Police and Fire Fund

Changes in Actuarial Assumptions

2022 - The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021. The single discount rate changed from 6.50 percent to 5.40 percent.

2021 - The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes. The inflation assumption was changed from 2.50 percent to 2.25 percent. The payroll growth assumption was changed from 3.25 percent to 3.00 percent. The base mortality table for healthy annuitants and employees was changed from the RP-2014 table to the Pub-2010 Public Safety Mortality table. The mortality improvement scale was changed from MP-2019 to MN-2020. The base mortality table for disabled annuitants was changed from the RP-2014 healthy annuitant mortality table (with future mortality improvement according to Scale MP-2019) to the Pub-2010 Public Safety disabled annuitant mortality table (with future mortality improvement according to Scale MP-2020). Assumed rates of salary increase were modified as recommended in the July 14, 2020 experience study. The overall impact is a decrease in gross salary increase rates. Assumed rates of retirement were changed as recommended in the July 14, 2020 experience study. The changes result in slightly more unreduced retirements and fewer assumed early retirements. Assumed rates of withdrawal were changed from select and ultimate rates to service-based rates. The changes result in more assumed terminations. Assumed rates of disability were increased for ages 25-44 and decreased for ages over 49. Overall, proposed rates result in more projected disabilities. Assumed percent married for active female members was changed from 60 percent to 70 percent. Minor changes to form of payment assumptions were applied.

2020 - The mortality projection scale was changed from MP-2018 to MP-2019.

2019 - The mortality projection scale was changed from MP-2017 to MP-2018.

2019 - The mortality projection scale was changed from MP-2017 to MP-2018.

2018 - The mortality projection scale was changed from MP-2016 to MP-2017.

2017 - Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34 percent lower than the previous rates. Assumed rates of retirement were changed, resulting in fewer retirements. The Combined Service Annuity (CSA) load was 30 percent for vested and non-vested deferred members. The CSA has been changed to 33 percent for vested members and 2 percent for non-vested members. The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the mortality tables assumed for healthy retirees. Assumed termination rates were decreased to 3.0 percent for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall. Assumed percentage of married female members was decreased from 65 percent to 60 percent. Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females. The assumed percentage of female members electing joint and survivor annuities was increased. The assumed post-retirement benefit increase rate was changed from 1.00 percent for all years to 1.00 percent per year through 2064 and 2.50 percent thereafter. The single discount rate was changed from 5.6 percent to 7.5 percent.

2016 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2037 and 2.5 percent per year thereafter to 1.0 percent per year for all future years. The assumed investment return was changed from 7.9 percent to 7.5 percent. The single discount rate was changed from 7.9 percent to 5.6 percent. The assumed future salary increases, payroll growth and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth and 2.50 percent for inflation.

West Hennepin Public Safety Department
Maple Plain, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - Police and Fire Fund (Continued)

2015 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2030 and 2.5 percent per year thereafter to 1.0 percent per year through 2037 and 2.5 percent per year thereafter.

Changes in Plan Provisions

2022 - There were no changes in plan provisions since the previous valuation.

2021 - There were no changes in plan provisions since the previous valuation.

2020 - There were no changes in plan provisions since the previous valuation.

2019 - There were no changes in plan provisions since the previous valuation.

2018 - As set by statute, the assumed post-retirement benefit increase was changed from 1.0 percent per year through 2064 and 2.5 percent per year, thereafter, to 1.0 percent for all years, with no trigger. An end date of July 1, 2048 was added to the existing \$9.0 million state contribution. New annual state aid will equal \$4.5 million in fiscal years 2019 and 2020, and \$9.0 million thereafter until the plan reaches 100 percent funding, or July 1, 2048, if earlier. Member contributions were changed from 10.80 percent to 11.30 percent of pay, effective January 1, 2019 and 11.80 percent of pay, effective January 1, 2020. Employer contributions were changed from 16.20 percent to 16.95 percent of pay, effective January 1, 2019 and 17.70 percent of pay, effective January 1, 2020. Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018. Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply. Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017 - Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34 percent lower than the previous rates. Assumed rates of retirement were changed, resulting in fewer retirements. The combined service annuity (CSA) load was 30.00 percent for vested and non-vested, deferred members. The CSA has been changed to 33.00 percent for vested members and 2.00 percent for non-vested members. The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the mortality tables assumed for healthy retirees. Assumed termination rates were decreased to 3.00 percent for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall. Assumed percentage of married female members was decreased from 65.00 percent to 60.00 percent. Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females. The assumed percentage of female members electing joint and survivor annuities was increased. The assumed postretirement benefit increase rate was changed from 1.00 percent for all years to 1.00 percent per year through 2064 and 2.50 percent thereafter. The single discount rate was changed from 5.60 percent per annum to 7.50 percent per annum.

2016 - There were no changes in plan provisions since the previous valuation.

2015 - The post-retirement benefit increase to be paid after attainment of the 90 percent funding threshold was changed, from inflation up to 2.5 percent, to a fixed rate of 2.5 percent.

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COMBINING FUND FINANCIAL STATEMENTS
WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
MAPLE PLAIN, MINNESOTA

FOR THE YEAR ENDED
DECEMBER 31, 2022

West Hennepin Public Safety Department
 Maple Plain, Minnesota
 Combining Balance Sheet - Special Revenue Funds
 Nonmajor Governmental Funds
 December 31, 2022

	Crime Prevention	Forfeiture Fund	Police Reserve Officer	Total Governmental Funds
Assets				
Cash and temporary investments	\$ 15,129	\$ 42,828	\$ 3,859	\$ 61,816
Fund Balances				
Restricted	\$ -	\$ 42,828	\$ -	\$ 42,828
Committed	15,129	-	3,859	18,988
Total Fund Balances	\$ 15,129	\$ 42,828	\$ 3,859	\$ 61,816

West Hennepin Public Safety Department

Maple Plain, Minnesota

Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Special Revenue Funds
 Nonmajor Governmental Funds
 For the Year Ended December 31, 2022

	Crime Prevention	Forfeiture Fund	Police Reserve Officer	Total Governmental Funds
Revenues				
Intergovernmental	\$ -	\$ 6,012	\$ -	\$ 6,012
Miscellaneous	7,219	5,463	388	13,070
Total Revenues	<u>7,219</u>	<u>11,475</u>	<u>388</u>	<u>19,082</u>
Expenditures				
Current - public safety				
Utilities	-	-	81	81
Supplies	444	-	-	444
Printing	75	-	-	75
Contingency	375	-	-	375
Miscellaneous	-	-	1,882	1,882
Capital outlay - public safety	893	-	-	893
Total Expenditures	<u>1,787</u>	<u>-</u>	<u>1,963</u>	<u>3,750</u>
Change in Fund Balances	5,432	11,475	(1,575)	15,332
Fund Balances, January 1	<u>9,697</u>	<u>31,353</u>	<u>5,434</u>	<u>46,484</u>
Fund Balances, December 31	<u>\$ 15,129</u>	<u>\$ 42,828</u>	<u>\$ 3,859</u>	<u>\$ 61,816</u>

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OTHER REPORT

WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
MAPLE PLAIN, MINNESOTA

FOR THE YEAR ENDED
DECEMBER 31, 2022

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**INDEPENDENT AUDITOR'S REPORT
ON MINNESOTA LEGAL COMPLIANCE**

Board of Commissioners
West Hennepin Public Safety Department
Maple Plain, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the West Hennepin Public Safety Department, Maple Plain, Minnesota (the Department), as of and for the year ended December 31, 2022, and the related notes to the financial statements which collectively comprise the Department's basic financial statements, and have issued our report thereon dated March 29, 2023.

In connection with our audit, nothing came to our attention that caused us to believe that the West Hennepin Public Safety Department, failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements and miscellaneous provisions sections of the *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the Department's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

This report is intended solely for the information and use of the Board of Commissioners, management and the Minnesota Office of the State Auditor and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in black ink that reads 'Abdo'.

Abdo
Minneapolis, Minnesota
March 29, 2023

**WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
BOARD OF COMMISSIONERS
Tuesday, January 24, 2023
8 a.m.
West Hennepin Public Safety Conference Room**

MEETING MINUTES

1. Call to Order.

Pursuant to due call and notice thereof, a regular meeting of the West Hennepin Public Safety Board of Commissioners was called to order at 8 a.m. by Chairperson Julie Maas-Kusske.

Present in Person: Commissioner Mayor Marvin Johnson, Commissioner Mayor Julie Maas-Kusske, Commissioner Lynn Betts, Commissioner Andrew Burak, Director Gary Kroells, Recording Secretary Kim Curtis

Others Present: Maple Plain City Administrator Clarissa Hadler, Independence City Administrator Mark Kaltsas

Absent: None

2. Election of 2022 WHPS Officers – Chairperson/Vice-Chairperson/Secretary/Treasurer

Maas-Kusske nominated Johnson to be Chairperson. Motion by Maas-Kusske, seconded by Betts, for Johnson to be Chairperson. All voted aye. Motion carried.

Johnson then led the meeting.

Betts nominated Maas-Kusske to be Vice Chairperson. Motion by Betts, seconded by Burak, to be Vice Chairperson. All voted aye. Motion carried.

Betts nominated Burak to be Secretary. Motion by Johnson, seconded by Maas-Kusske for Burak to be Secretary. All voted aye. Motion carried.

Maas-Kusske nominated Betts to be Treasurer. Motion by Maas-Kusske, seconded by Burak, for Betts to be Treasurer. All voted aye. Motion carried.

3. Additions to the Agenda

There were no additions to the agenda.

*****Consent Agenda*****

There were no questions of the consent agenda items consisting of:

- a) Approval of December 13, 2022, Police Commission Minutes
- b) Review of 2022 Activity Report
- c) Review of December 2022 Claims
- d) Review of 2022 YTD Budget Report and Cash Asset Report
- e) Review of 2022 Accrued Vacation/Comp/Sick Time Reports

Motion by Betts, seconded by Maas-Kusske, to approve consent agenda items. All voted aye. Motion carried. The December 2022 Claims were signed.

4. Items of Interest-Community Events

The following items were reviewed:

- December 23, 2022, a water main break in Maple Plain caused the BNSF railroad at Co Rd 19 to be completely covered in several feet of water. See enclosed photo. Director Kroells and WHPS officers shut down BNSF railway due to flooding and a major ice dam formed over the RR tracks. BNSF staff arrived and was able to reopen the tracks. Watermain was also repaired.
- December 30, 2022, WHPS officers and investigator conducted a death investigation at Vinland Treatment Center for a suspected overdose. Case pending further investigation.
- January 9, 2023, Chief Kroells met with Hennepin County Public Works Operations and Hennepin County Commissioner Anderson to discuss snow plowing failures in Hennepin County due to recent winter storms.
- January 12, 2023, Chief Kroells provided a tour of WHPS with new Maple Plain Council Member and new Police Commissioner Andrew Burak.
- WHPS officers and staff are preparing for another year of Citizens Police Academy starting on February 16, 2023.
- USAI Funds granted in the amount of \$5,700 to WHPS for ALPR reimbursement for two cameras on Hwy 12.
- Donation from Crime Prevention Fund Organization for WHPS Citizens Police Academy.

Old Business

5. Employee Duty Disability Update

The officer applied for duty disability and was approved by PERA mid-November 2022. December 1, 2022, the officer resigned from WHPS. Per Minnesota State Law, WHPS is responsible for paying his family medical insurance until he turns 65. WHPS has filed an appeal with PERA, who accepted it, but no date for action has been scheduled yet. Last year WHPS incurred \$10,000 in legal fees that were not budgeted for. Director Kroells will keep the Police Commission posted.

Johnson asked about the Military PERA Designation money set aside in WHPS' budget. Director Kroells said the officer who returned from deployment has 5 years to purchase

service credits. Until then, WHPS has the employer portion set aside in this fund and has to also pay an additional 8% every year until the employee purchases his service credits.

6. Police Officer Hiring/Recruitment Process

A candidate with 18 years of law enforcement experience has successfully completed his background packet and a conditional job offer has been made. Director Kroells asked for the Police Commission's approval to hire the candidate upon him passing his psychological and Fitness for Duty exams, which will be completed by February 1, 2023.

Motion by Maas-Kusske, seconded by Betts, for Director Kroells to hire the candidate upon passing both tests. All voted aye. Motion carried.

Director Kroells advised that he expects a retirement in the spring or summer and asked to reopen the hiring process. Motion by Maas-Kusske, seconded by Burak, for Director Kroells to reopen the hiring process in anticipation of a future retirement. All voted aye. Motion carried

7. Records Management Discussion

WHPS' records management system (RMS), Law Enforcement Technology Group (LETG) owned by CentralSquare, experienced a major hardware failure December 24 - 31, 2022. All law enforcements agencies nationwide were affected. WHPS and the other agencies in the Lake Minnetonka Area Consortium (LMAC) are researching options. Director Kroells will keep the Police Commission posted.

8. North Memorial/WHPS/Public Works Building Update

Construction is near completion and building is fully functional. Squads and the MRAP have parked in the building during recent bad weather. Rubber matting will be installed in the exercise room after the cement floors have had time to settle and dry.

Work continues on completing the workout room. Donations are being accepted for workout equipment. It is anticipated that the workout room will be ready for equipment by the end of March. Orono Police Department donated some equipment. The YMCA is willing to donate some as well.

North Ambulance is slowly starting to move in and set up their area.

New Business

9. SWAT Team Operator

January 18, 2023, WHPS Officer Josh Brozek turned in a resignation letter from the Lake Minnetonka SWAT team. He has been a valuable asset to the team since 2016. WHPS has always had two operators on the SWAT team. The job assignment was posted for all WHPS officers to apply.

10. Abdo Financial Audit on February 6 and 7, 2023

Abdo Solutions will conduct WHPS' 2022 financial audit on February 6 and 7, 2023, and present their report at the next Police Commission meeting.

11. West Metro Drug Task Force Appreciation Luncheon February 16, 2023

An appreciation luncheon will be held February 16, 2023, 12 p.m., at the Choo Choo Restaurant and Bar in Loretto to thank drug task force agents. Police Commissioners were invited to attend.

12. 2022 Annual Report to be presented at April Police Commission Meeting

WHPS is working on its 2022 annual report and will present it at the next Police Commission meeting in April.

13. 911 Embedded Social Worker Pilot Project

WHPS and Osseo Police Department do not participate in the Hennepin County Behavioral Health's embedded social worker program. Funding was not available for WHPS to participate in the program when it began in 2020-2021. A free, no-cost pilot program was offered to WHPS and Osseo Police Department in which an embedded social worker at Hennepin County Sheriff's Dispatch office works with the 911 caller at the time of the call. A packet briefly outlining the program was included in the Police Commission packets. In order for WHPS to participate, Hennepin County Commission requires a joint powers agreement (JPA). As of this meeting Director Kroells has not received it. Discussion was had regarding the JPA and who will sign it.

Motion by Johnson, seconded by Maas-Kusske, for WHPS to participate in the pilot program of a 911 embedded social worker at Hennepin County Sheriff's Dispatch office. All voted aye. Motion carried.

14. PC Meeting dates: All meetings held at WHPS conference room at 8:00 a.m.

- April 25, July 25 (Budget Meeting), September 26, December 19 (if needed).

15. Adjourn

Motion by Betts, seconded by Maas-Kusske, to adjourn. All voted aye. Motion carried. The meeting adjourned at 9:26 a.m.

**WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
BOARD OF COMMISSIONERS
Thursday, March 23, 2023
3 p.m.
West Hennepin Public Safety Conference Room**

MEETING MINUTES

1. Call to Order.

Pursuant to due call and notice thereof, a regular meeting of the West Hennepin Public Safety Board of Commissioners was called to order at 3 p.m. by Chairperson Marvin Johnson.

Present in Person: Commissioner Mayor Julie Maas-Kusske, Commissioner Mayor Marvin Johnson, Commissioner Lynn Betts, Commissioner Andrew Burak, Director Gary Kroells, Recording Secretary Kim Curtis

Others Present: None

Absent: None

2. Additions to the Agenda

There were no additions to the agenda.

Old Business

3. None

New Business

4. Purchase of Two 2023 Chevy Tahoe Patrol Vehicles

West Hennepin Public Safety (WHPS) recently had two squads break down. The engine went out in one and the transmission in the other. Davis Chevrolet cannot tell WHPS when parts will be in for either squad so they can be fixed and put back in service. Until then, WHPS is down to 2 patrol vehicles.

In his search for a new squad car, Director Kroells found two 2023 Chevy Tahoe's that can be purchased from Berger Chevrolet in Grand Rapids, MI, under that state's contract. The cost for each Tahoe is \$44,953, plus \$1,959 to ship them to WHPS. The total cost would be \$91,865.

WHPS' current Capital Improvement Plan (CIP) fund has a balance of \$60,963. Between the cities of Maple Plain and Independence, they will contribute \$74,997 to the CIP in monthly payments of \$8,333 per month. Director Kroells and Independence City Administrator Mark Kaltsas spoke about Independence advancing WHPS the remainder

of Independence's portion of 2023 CIP funds. A memo was provided for Independence city council's approval.

Director Kroells has been advised by Abdo Solutions that WHPS' final 2022 audit numbers reflect WHPS being \$56,000 underbudget. He will ask for the Police Commission's approval at the April 25, 2023, meeting to put one half of that, \$28,000, into WHPS' CIP fund and the other half into WHPS' Severance fund.

Pricing and specifications for the 2023 Chevy Tahoe's were included in the Police Commission packets.

As soon as Berger Chevrolet receives WHPS' check they will ship the squads. They could be received by next week.


Motion by Maas-Kusske, seconded by Betts, for Director Kroells to purchase the two 2023 Chevy Tahoe's and have them shipped to WHPS. All voted aye. Motion carried.

5. Next Police Commission Meeting April 25, 2023, 8 a.m.

The next meeting will be held April 25, 2023, at 8 a.m. in West Hennepin's conference room.

6. Adjourn

Motion by Betts, seconded by Burak, to adjourn. All voted aye. Motion carried. The meeting adjourned at 3:10 p.m.

Date: February 9th, 2023
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Gary Kroells 
SUBJECT: JANUARY 2023 ACTIVITY REPORT



The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle accidents, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

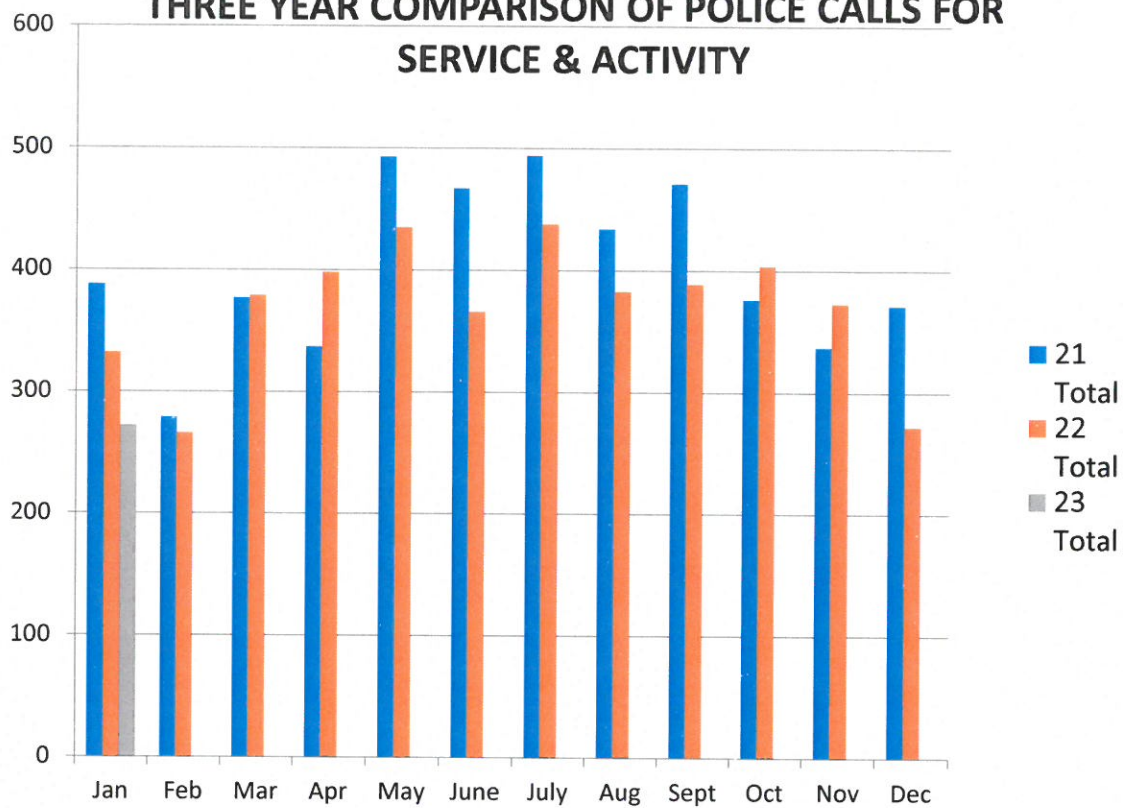
PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

Monthly Activity Report January 2023

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	1	8	1	8
Traffic	61	77	61	77
Part III	1	6	1	6
Part IV	26	36	26	36
Part V	94	75	94	75
Total City of Independence	183	202	183	202
City Of Maple Plain				
Criminal	1	4	1	4
Traffic	14	28	14	28
Part III	1	1	1	1
Part IV	22	25	22	25
Part V	32	36	32	36
Total City Of Maple Plain	70	94	70	94
Grand Total Both Cities	253	296	253	296
TZD	6	0	6	0
Agency Assists	13	36	13	36
Total ICR Reports	272	332	272	332
How Received				
Fax	10	2	10	2
In Person	11	20	11	20
Mail	0	1	0	1
Other	1	3	1	3
Phone	14	22	14	22
Radio	118	152	118	152
Visual	92	108	92	108
Email	13	15	13	15
Lobby Walk In	13	9	13	9
Total	272	332	272	332

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



January 2023 Part I & II

City of Maple Plain #'s 1 & 2

AGN	ICR	Title	Create Date	Grid #	Committed Date	MOC range	UCR Part
WHPS	23000257	DWI 4 th Degree	2023-01-28	01	2023-01-28	JG501	2

January 2023 Part I & II

City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Committed Date	MOC range	UCR Part
WHPS	23000194	4 th Degree DWI	2023-01-22	03	2023-01-22	JG501	2

DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY
January 2023 Activity Report

Year to Date Activity Report

At the end of January 2023, West Hennepin Public Safety (WHPS) handled year-to-date a total of 272 incident complaints: for the month of January; 183 incidents occurred in the City of Independence and 70 in the City of Maple Plain.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

Recent Highlighted Cases:

Medical
January 3

7700 block of Pioneer Creek Road, Independence. Officer was dispatched to a patient with a possible broke bone. Officer arrived on scene and spoke to the reporting party who advised the patient fell off a Bobcat and possibly broke their leg. Patient stated she had pain in her leg, and a scraped knee which showed minor disfigurement. North Memorial Paramedics arrived and transported the patient to the hospital.

Suspicious Activity
January 5

5500 block of Lake Sarah Heights Drive, Independence. Officer was dispatched to a report of suspicious activity. The reporting party stated a vehicle pulled into his mother's residence and someone was walking around outside. The property is under construction, and no one is living there. Officer arrived on scene and determined the individual works for a pest control company and was servicing the home. Nothing criminal.

Motorist Assist
January 6

1600 block of County Road 92, Independence. Officer was on routine patrol in the area when he observed an elderly male shoveling around a car that was partially off the driveway. Officer stopped and offered assistance. Office was able to shovel him out and push the vehicle back onto the driveway.

Public Assist
January 6

4600 block of Lake Sarah Drive, Independence. Officer was dispatched to an elderly female who needed assistance bringing her garbage can down. Officer stopped and visited with her then brought the garbage can to the end of the driveway before garbage day. She was unable to walk in the deep snow and advised family was coming to help with plowing the following day.

Welfare Check
January 7

5200 block of Bryantwood Drive, Maple Plain. Officer was dispatched to a party who was kicked out of her friend's house and is a type one diabetic. Reporting party had no way of getting home and her pump was running low. North Memorial Paramedics responded to the scene and ultimately, cleared the patient. Officer transported the patient to her home.

Suspicious Vehicle
January 9

6200 block of Highway 12, Independence. Officer was on routine patrol in the area when he observed a vehicle in the parking lot of a closed business with its lights on. Officer turned into the parking lot and the vehicle began to leave. Officer stopped the vehicle and spoke to the driver who explained that he had a rental vehicle while his car was getting worked on and was trying to locate shoes that he left in his vehicle.

Traffic Complaint
January 10

Intersection of Highway 12 and County Road 90, Independence. Officer was dispatched to a traffic complaint regarding a vehicle without any lights on. Officer located the vehicle, initiated a traffic stop, and spoke to the driver, who didn't have a driver's license. The driver also admitted to not having insurance. Officer followed the vehicle to a parking lot and told them to call for a valid driver to bring them home. Driver cited for offense.

Vehicle in Ditch
January 13

6400 block of Highway 12, Independence. Officer was dispatched to a vehicle in the ditch that was tipped on its side. Officer responded and found the vehicle with its passenger side tires in the steep ditch leaning, but not on its side. It was apparent from the wet tire impressions that the driver was attempting to make a U-turn. A tow truck arrived on scene and pulled the vehicle out.

Disturbance
January 14

5000 block of South Lake Sarah Drive, Independence. Officer was dispatched to a possible domestic situation between a mother and daughter. Reporting party was no cooperative with dispatch or officers. Officer made contact with the reporting party via phone and was advised the situation was resolved.

Vehicle in Ditch
January 16

Intersection of Highway 12 and Lake Haughey Road, Independence. Officer was dispatched to a vehicle that went into the ditch. Reporting party was a passer-by and advised they did not stop and check because the ditch was too deep. Officer arrived on scene and walked down the ditch to speak to the driver. Driver advised they were uninjured. Officer suggested leaving the car until the roads are better. Officer drove the driver to a nearby gas station to wait for a ride.

Traffic
January 17

Intersection of County Road 6 and Wild Oak Trail, Independence. Officer was on routine patrol in the area when a vehicle was seen driving a high rate of speed. Officer activated the in-squad radar which indicated the vehicle was driving 68 miles per hour in a 50 mile per hour zone. Officer stopped and made contact with the driver and immediately smelt the odor of marijuana. A probable cause search of the vehicle was conducted, and the Officer ultimately found numerous pieces of drug paraphernalia, which was all seized for destruction. Driver was cited for speed and possession of drug paraphernalia.

Suspicious Activity
January 18

5300 block of Highway 12, Maple Plain. Officer was dispatched to suspicious activity at a local business. Report party stated there was a male in an auto lot walking around vehicles with a flashlight and there was a car alarm sounding. Officer responded and didn't find any signs of tampering, damage, or criminal activity. There was a witness parked at a neighboring business who advised he observed the individual who appeared to be looking at a vehicle that is for sale.

Crash
January 19

9200 block of Highway 12, Independence. Officer was on routine patrol in the area and observed a property damage crash. Officer made contact with both parties involved and determined one of the drivers lost control and veered into oncoming traffic striking the other vehicle at approximately 40 miles per hour. Both drivers denied any injuries. Information was exchanged.

Theft Report
January 21

5400 block of Bryant Street, Maple Plain. Officer took a phone call from the reporting party regarding a theft that occurred. Officer spoke with the reporting party who explained there were two full gas cans in front of their garage, and someone stole them. A neighbor witnessed a vehicle pull in front of their house and take the gas cans. Individuals involved were instructed to call if they observe any further suspicious activity. Extra patrol will be conducted in the area.

Arrest
January 22

Intersection of County Road 6 and County Road 92, Independence. Officer was on routine patrol in the area and observed a vehicle driving 74 miles per hour in a 50 mile per hour zone. Officer made contact with the occupants of the vehicle and smelled the odor of alcohol. Standard Field Sobriety Tests were conducted, and the driver was ultimately placed under arrest. A vehicle inventory was conducted, and THC cartridges and open bottles of alcohol were located. Both the driver and the passenger were juveniles. They were cited for the appropriate offenses and released to their parents.

Fall
January 23

1600 block of Baker Park Road, Maple Plain. Officer was dispatched to a patient who fell and was barely conscious or breathing. Officer arrived on scene and located the patient who was outside and the bottom of her steps. Patient had trauma to her leg and hip and her knee was out of position. MPFD arrived and assisted moving the patient inside as she was suffering hypothermia. Officer estimated the patient had been outside for four to five hours. Patient was unable to speak while Officers and Paramedics were on scene. North Memorial Paramedics transported the patient to the hospital.

Animal Complaint

January 24

400 block of Nelson Road, Independence. Officer was dispatched to a report of a horse that could not get up. Upon arrival, Officers met with the reporting party who stated the horse had fallen getting into the trailer and was unable to get up. Officers wrapped a strap around the horse and used skid steer to hoist the horse up. Ultimately, Officers placed the horse back on its hooves.

Motorist Assist

January 25

2000 block of County Road 90, Independence. Officer was dispatched to a vehicle stuck in a snowbank. Officer arrived and used a dog leash to pull the vehicle free from the snowbank.

Welfare Check

January 26

Intersection of Townline Road and Broadmoor Drive, Independence. Officer was dispatched to a girl walking down the street in pajama pants who appeared to be special needs. Reporting party stopped and asked if she was alright. The girl looked at the reporting party as if she was offended and kept walking. Officer checked the area but was unable to locate her.

Arrest

January 28

Intersection of Highway 12 and Delano Avenue, Maple Plain. Officer initiated a traffic stop on a vehicle for speed and an equipment violation. While speaking to the driver, Officer observed signs of impairment. Ultimately, Andres Patricio Garcia Mancilla (41) was arrested for fourth degree DWI and was released to a responsible party pending charges.

Arrest

January 29

8500 block of Highway 12, Independence. Officer initiated a traffic stop on a vehicle after observing erratic driving and expired registration. The driver's license was revoked, and he had a warrant for his arrest. Driver wanted the passenger to take the vehicle. Passenger identified himself and was found to also have a warrant. Both were taken into custody and transported to Hennepin County Adult Detention Center.

Date: March 8th, 2023
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Gary Kroells
SUBJECT: FEBRUARY 2023 ACTIVITY REPORT



The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle accidents, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

Monthly Activity Report
February 2023

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	2	4	3	12
Traffic	59	62	120	139
Part III	2	2	3	8
Part IV	37	20	63	56
Part V	67	69	161	144
Total City of Independence	167	157	350	359
City Of Maple Plain				
Criminal	5	6	6	10
Traffic	34	9	48	37
Part III	1	1	2	2
Part IV	20	19	42	44
Part V	39	58	71	94
Total City Of Maple Plain	100	93	169	187
Grand Total Both Cities	267	250	519	546
TZD	0	0	6	0
Agency Assists	22	16	35	52
Total ICR Reports	289	266	560	598
How Received				
Fax	8	7	18	9
In Person	11	10	22	30
Mail	0	1	0	2
Other	0	1	1	4
Phone	24	26	38	48
Radio	121	109	239	261
Visual	101	81	193	189
Email	14	16	27	31
Lobby Walk In	10	15	23	24
Total	289	266	561	598

February 2023 Part I & II

City of Maple Plain #'s 1 & 2

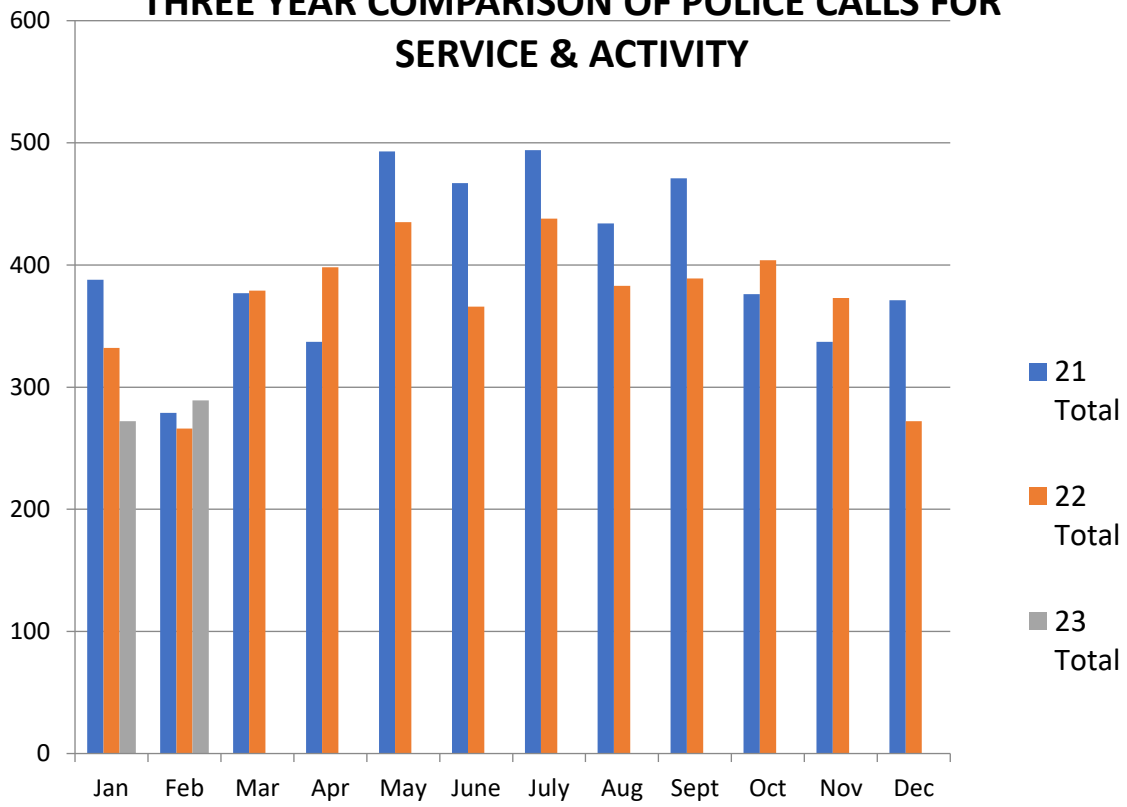
AGN	ICR	Title	Create Date	Grid #	Committed Date	MOC range	UCR Part
WHPS	23000301	DWI	2023-02-03	01	2023-02-03	JFW01	2
WHPS	23000318	Theft From Auto Report	2023-02-06	01	2023-02-06	VB111	1
WHPS	23000452	3 rd Degree DWI	2023-02-18	01	2023-02-18	JFW01	2
WHPS	23000453	PD Crash – DWI	2023-02-18	01	2023-02-18	JGW01	2
WHPS	23000544	Voter Violation	2023-02-27	02	2023-02-27	Y1190	2

February 2023 Part I & II

City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Committed Date	MOC range	UCR Part
WHPS	23000314	Citation – MJ	2023-02-05	03	2023-02-05	DA540	2
WHPS	23000503	Possession of Stolen Vehicle/Narcs/ Fleeing	2023-02-24	05	2023-02-24	DH5C0	2

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY

February 2023 Activity Report

Year to Date Activity Report

At the end of February 2023, West Hennepin Public Safety (WHPS) handled year-to-date a total of 289 incident complaints: for the month of February; 167 incidents occurred in the City of Independence and 100 in the City of Maple Plain.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

Welfare Check

February 1

1400 block of Prairieland Avenue, Maple Plain. Officer was dispatched to a suicidal party who was ingesting pills. Upon arrival, Officer met with the patient who stated he took several pills from different bottles and has been drinking all night. Patient provided a breath sample of .246. North Memorial Paramedics arrived and transport the patient to the hospital.

Welfare Check

February 2

5300 block of Highway 12, Maple Plain. Officer was dispatched to a welfare check. Reporting party was a family member who advised the individual who made vague suicidal comments. Officer responded to the address and attempted to make contact with the individual who refused to come to the door, but advised they were okay. Office advised the reporting party.

Suspicious Vehicle

February 3

8800 block of Highway 12, Independence. Officer was dispatched to a vehicle that had been abandoned. Reporting party thought vehicle could be stolen because the vehicle had a spare tire and a punched ignition. Officer responded and determined the vehicle was not stolen. Officer made contact with the registered owner, who advised he got two flat tires and was on his way to replace them.

Arrest
February 3

Intersection of Manchester Drive and Budd Avenue, Maple Plain. Officer was on routine patrol in the area and observed a stalled vehicle. Officer made contact with the driver who was visibly intoxicated. A breath test was administered which indicated a Breath Alcohol Content of .20. Kevin Paul Neilson (32) was arrested for DWI and released to a responsible party.

Traffic Stop
February 5

Intersection of County Road 6 and County Road 110, Independence. Officer stopped a vehicle for speeding and expired registration. Officer made contact with the driver and smelled the odor of marijuana coming from the vehicle. Officer searched the car and found marijuana and drug paraphernalia. Driver was cited for small amount of marijuana in a motor vehicle.

Abandon Vehicle
February 7

County Road 90 and Main Street, Independence. Officer was dispatched to a vehicle that had left the roadway and was now on top of a 5-to-6-foot snowbank. Officer arrived on scene, and it was determined the vehicle was there overnight. The vehicle was unoccupied and a phone number for the registered owner could not be located. Officer had the vehicle towed.

Traffic Complaint
February 12

Intersection of Howard Avenue and Independence Street, Maple Plain. Officer was dispatched to a driving complaint for a vehicle doing donuts in a parking lot and then speeding and driving aggressively. Officer located the vehicle and spoke to the driver who stated he was messing with a friend. Reporting party did not wish to sign a complaint. Driver issued verbal warning for failure to drive with due care.

Harassment
February 13

5200 block of Manchester Drive, Maple Plain. Officer was dispatched to someone receiving harassing text messages from an acquaintance. Officer spoke to the reporting party who stated an individual who attacked him years prior was now sending harassing texts. Reporting party did not want charges pressed. Officer advised to block the individual on his phone and social media accounts.

Medical
February 15

7900 block of County Road 6, Independence. Officers were dispatched to a possible seizure. Upon arrival, they were led to the basement by the homeowner. Patient was sitting on the floor breathing but was unconscious. Individuals on scene explained the patient was cleaning a bathtub with straight bleach, came downstairs and started sweating. A short time later, patient explained she wasn't feeling well, and her eyes started to roll back. Possible history of drug use. Officers and MPFD used an AED, Narcan, and the Lucas device to revive her. She began breathing on her own. North Memorial Paramedics transported the patient to the hospital.

Domestic
February 16

1500 block of Howard Avenue, Maple Plain. Officers were dispatched to a verbal domestic. Officers made contact with the individuals involved and determined they were having a disagreement and one party wanted the other to leave. No physical contact was made between parties. Parties were separated without incident.

Arrest
February 18

4800 block of Highway 12, Maple Plain. Officer was doing routine patrol in the area when a vehicle failed to yield the right of way. The vehicle pulled into a local business. Officer spoke to the driver and observed signs of impairment. Suspect refused to do SFST's but agreed to give preliminary breath sample which indicated .186. Chelsey Lynne James (29) was arrested for DWI and transported to Hennepin County Adult Detention Center without incident.

Medical
February 20

Intersection of County Line Road and County Road 11, Independence. Officer stopped a vehicle for multiple driving violations and showed the registered owner's driving status was cancelled for medical issues. Officer spoke to the driver who admitted he was diabetic and did not have any supplies with him. Driver had an altered mental state, did not know what month or year it was, and had extremely high blood sugar. Paramedics arrived and transported the patient to the hospital.

Motorist Assist
February 23

6500 block of County Road 11, Independence. Officer was on routine patrol in the area and observed a vehicle in the ditch. Officer spoke to the driver who stated he hit a drift causing him to slide into the ditch. Driver had someone enroute to extricate the vehicle. Officer stood by with lights until the vehicle was removed.

Disturbance
February 23

5200 block of Bryantwood Drive, Maple Plain. Officer was dispatched to assist the reporting party with getting her friend home. Officer arrived on scene and was advised by the reporting party that the individual had been drinking. Reporting party asked mutual friends for assistance with getting the intoxicated party into the vehicle. Officer was able to wake the individual who did not seem intoxicated and escorted her to the vehicle to be brought home.

Arrest
February 24

Intersection of Highway 12 and County Line Road, Independence. Officer received a notification from a license plate reader of a stolen vehicle driving eastbound on Highway 12. Officers initiated a traffic stop on Highway 12 near County Road 6. The driver attempted to flee but got stuck in the snow. Officers took Nicholas Alvin Kiffe (33) into custody where he was charged with possession of stolen property, possession of 5th degree-controlled substance, and fleeing a police officer. He was booked and taken to Hennepin County Adult Detention Center without incident.

Medical
February 24

5300 block of Highway 12, Maple Plain. Officer was dispatched to a party who was unconscious. Officers arrived on scene and found the patient was breathing, but still unconscious. Patient had elevated blood pressure and pulse and low oxygen. Officers checked the surrounding area and found drug paraphernalia, suspecting it was a drug overdose. North Memorial arrived on scene and transported the patient to the hospital.

Assist
February 25

7900 block of Highway 12, Independence. Officer was on routine patrol in the area and was approached by an elderly female who was lost and needed directions. Individual did not have a cell phone and needed to get to Watertown. Officer had her follow him to the target location and provided her directions back home.

Crash
February 25

6000 block of County Road 6, Independence. Officers were dispatched to a personal injury crash. Officers arrived on scene and observed two vehicles with heavy front end damage. One of the drivers admitted to falling asleep at the wheel, drifting right, and colliding with the other vehicle. He had a possible broken leg and had a friend transport him to the hospital. A passenger in the other vehicle had suffered a possible concussion and scratches to the face. North Memorial Paramedics arrived on scene and transported the patient to the hospital.

Medical
February 26

7500 block of Maple Ponds Trail, Independence. Officer was dispatched to a 17-year-old having a seizure. Officer arrived on scene and met with the patient's mother who advised she has unmedicated epilepsy. Patient was no longer seizing but was confused. North Memorial Paramedics arrived and took over care.

Traffic Complaint
February 27

Intersection of Highway 12 and Maple Avenue, Maple Plain. Officer was dispatched to a traffic complaint regarding a vehicle passing a tow truck in a turn lane and going into oncoming traffic. Officer located the vehicle and observed it had expired registration and a brake light out. Officer initiated a traffic stop and spoke with the driver who explained it was a road rage incident involving the tow truck. After talking to witnesses, it was determined the driving infractions and road rage occurred outside the city which we could not issue a ticket for. Driver was issued a ticket for expired registration.

Motorist Assist
February 28

Intersection of County Road 92 and County Road 11, Independence. Officer was on routine patrol in the area and observed multiple vehicles on the shoulder. Officer spoke to the registered owner of the vehicle who explained they were having tire issues and lost the lug nuts. They arranged for a tow truck. Officer provided emergency lights until the tow truck arrived.

Date: April 12th, 2023
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Gary Kroells
SUBJECT: MARCH 2023 ACTIVITY REPORT



The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle accidents, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

Monthly Activity Report

March 2023

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	5	6	8	18
Traffic	103	87	223	226
Part III	0	5	3	13
Part IV	35	34	98	90
Part V	93	123	254	267
Total City of Independence	236	255	586	614
City Of Maple Plain				
Criminal	2	8	8	18
Traffic	46	31	94	68
Part III	2	1	4	3
Part IV	27	15	69	59
Part V	43	41	114	135
Total City Of Maple Plain	100	96	289	283
Grand Total Both Cities	336	351	875	897
TZD	29	0	35	0
Agency Assists	22	28	57	80
Total ICR Reports	387	379	967	977
How Received				
Fax	11	17	29	26
In Person	14	8	36	38
Mail	0	3	0	5
Other	1	1	2	5
Phone	17	41	55	89
Radio	141	129	380	390
Visual	171	127	364	316
Email	17	20	44	51
Lobby Walk In	15	33	38	57
Total	387	379	948	977

March 2023 Part I & II

City of Maple Plain #'s 1 & 2

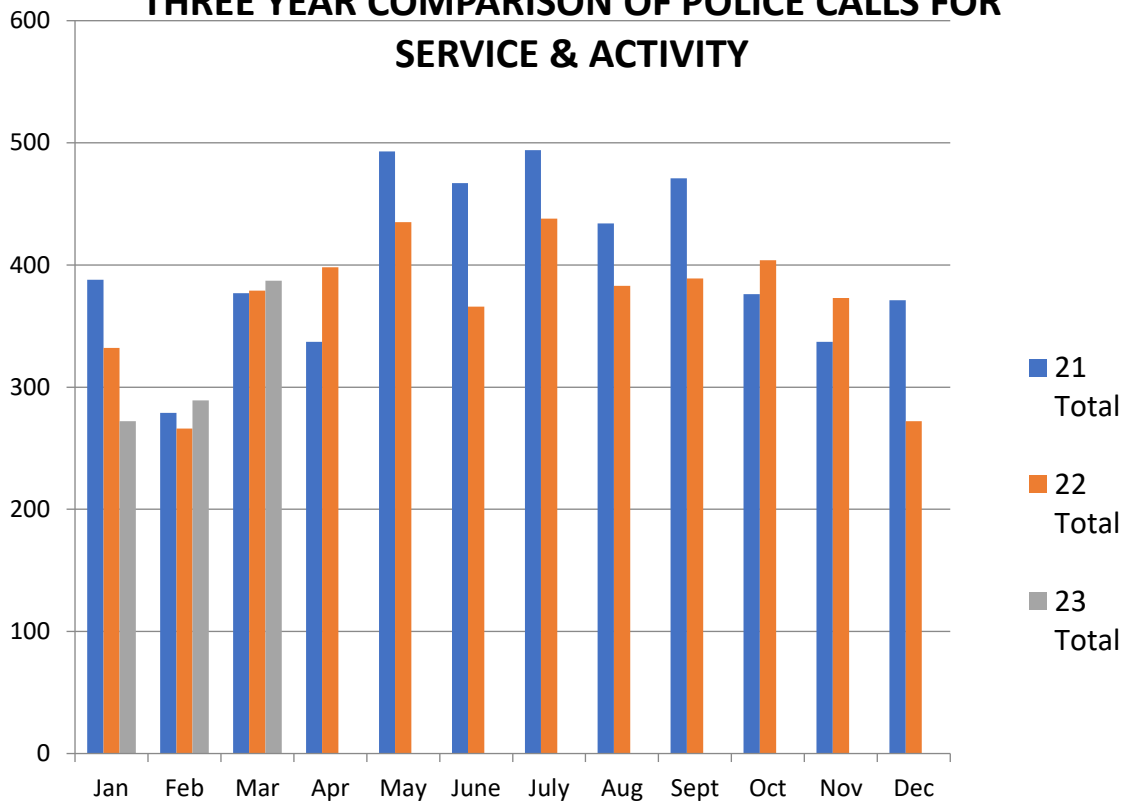
AGN	ICR	Title	Create Date	Grid #	Committed Date	MOC range	UCR Part
WHPS	23000715	Scam/Coercion	2023-03-12	02	2023-03-12	A8803	2
WHPS	23000883	DWI 1 st Degree	2023-03-25	01	2023-03-25	JD5K1	2

March 2023 Part I & II

City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Committed Date	MOC range	UCR Part
WHPS	23000597	TS Weapons Arrest	2023-03-03	03	2023-03-03	W26E5	2
WHPS	23000673	DWI 2 nd Degree Refusal	2023-03-09	03	2023-03-09	JE5J1	2
WHPS	23000686	TS Weapons Arrest	2023-03-10-	03	2023-03-10	W26E5	2
WHPS	23000787	Dk/Suspected	2023-03-18	03	2023-03-18	JE5J1	2
WHPS	23000841	Scam/Theft by Check	2023-03-23	03	2023-03-23	U1012	2

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY

March 2023 Activity Report

Year to Date Activity Report

At the end of March 2023, West Hennepin Public Safety (WHPS) handled year-to-date a total of 387 incident complaints: for the month of March; 236 incidents occurred in the City of Independence and 100 in the City of Maple Plain.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

False Alarm

March 7

9000 block of County Road 11, Independence. Officers were dispatched to a burglary in-progress. This was called in by the homeowner who received information from the alarm company advising there was a male that made entry into his home through the garage. With assistance from neighboring agencies, they cleared the house and did not locate the male. Ultimately, the alarm company determined they accidentally cross-referenced video from another alarm. No burglary occurred.

House Fire

March 9

5200 block of Manchester Drive, Maple Plain. Officer was dispatched to report of a garage fire at a four-plex. Officer arrived on scene with the fire department and observed heavy smoke in the living area of the residence. It was confirmed all parties were evacuated. Firefighters were able to cut a hole in the garage door to extinguish the fire.

Arrest

March 9

Intersection of Anderson Estates Road and County Road 110 N, Independence. Officer observed a vehicle stuck in the snow in the area. Male subject was standing outside of the vehicle with a case of beer when officer made contact. The male was found to be intoxicated. He submitted a breath test which showed 0.213. Max Gerard Gabrelcik (36) was arrested and transported to Hennepin County Adult Detention Center for DWI.

Disturbance
March 10

4900 block of Main Street, Maple Plain. Officer was dispatched to an unwanted person at a nearby residence. Officer contacted the individual who was intoxicated. The two had gotten into an argument and the reporting party wanted the other to leave. The subject had nowhere to go and was unable to drive. Ultimately, the parties were separated.

Arrest
March 10

Intersection of Highway 12 and County Road 92 N, Independence. Officer initiated a traffic stop of a vehicle for speeding and an equipment violation. Officer made contact with the driver who admitted to no insurance and have drug paraphernalia in the vehicle. Officer requested the driver to step out of the vehicle, who also admitted to having two handguns on him. Driver had a conceal and carry permit but did not have up to date information. A search was conducted on the vehicle, where approximately 30 grams of marijuana was located. Driver was arrested for possession of a firearm by user of a controlled substance.

Missing Person
March 13

5300 block of Clayton Drive, Maple Plain. Officer was dispatched to a report of a missing elderly male. The male left him home with his vehicle but no phone, credit cards, or prescriptions. The male is known to have memory loss and other health conditions. The reporting party stated she had put a Tile tracking device on his keychain which was pinging his location when it connected to Wi-Fi or internet and sending her updates. The male was ultimately located after frequent pings in Jamestown, North Dakota by North Dakota State Patrol.

Welfare Check
March 15

1100 block of Townline Road, Independence. Officers were dispatched to a suicidal party armed with a shotgun. Officers were speaking with family members who had been in contact with him. Family members talked to him, and the party agreed to come home and put the shotgun away. Officers were advised he later returned home and was receiving treatment.

PI Crash
March 16

Intersection of County Road 90 and Quast Cutoff Road, Independence. Officer was dispatched to a vehicle roll-over with possible injuries. Officers arrived and observed the vehicle rolled on the driver's side door. Driver reported to not be injured but hit his mouth on sometime when the vehicle rolled and was bleeding. Driver crashed due to icy road conditions and heavy wind.

Motorist Assist
March 17

Intersection of Highway 12 and Copeland Road, Independence. Officer was dispatched to a semi off the road and partially blocking the lane of traffic. Upon arrival, Officer observed a jack-knifed semi in the ditch. The roadway was glare ice with snow blow-over. Officer requested a tow truck and additional units to assist with traffic control. Officers successfully got the semi back onto the road.

Medical
March 17

100 block of Kuntz Drive, Independence. Officer was dispatched to an individual that fell off a horse. North Memorial Air Care was started but ultimately cancelled by Paramedics. The patient had neck and back pain, a chipped tooth, and possible memory loss and confusion. Paramedics transported the patient to the hospital.

DWI Arrest
March 18

Intersection of Highway 12 and County Road 92, Independence. Officer observed a vehicle driving 74-mph in a 55-mph zone. Officer initiated a traffic stop and made contact with the driver who showed signs of impairment. Ultimately, the driver, Marlon Gage Moore Jr. (25) was arrested for 2nd degree DWI after multiple prior convictions. He provided a breath sample that indicated .17. He was booked and transported to Hennepin County Adult Detention Center.

Suspicious Activity
March 22

5200 block of Manchester Drive, Maple Plain. Officer was dispatched to a mattress with possible blood on it and wrapped in plastic. Officer arrived on scene and observed a single mattress wrapped in plastic wrap with a red smudge and streak signature markings on it. Officer determined based on the bright color red, it was not believed to be blood, but possibly paint of lipstick.

Arrest
March 23

Intersection of Highway 12 and Baker Park Road, Maple Plain. Officer observed a female driver clearly on her phone while driving. Officer initiated a traffic stop and ran routine checks on the driver, who had multiple warrants. Female searched the driver incident to arrest and found pills and a plastic baggie with a white powdery substance inside. Officer identified the passenger who provided a factitious name. Passenger's real name was determined, which revealed he also had warrants for his arrest. Both subjects were transported to Hennepin County Adult Detention Center.

Medical
March 23

5400 block of County Road 50, Independence. Officer was dispatched to a report of a patient who had fallen and was unconscious. Officer responded with North Memorial Paramedics and Delano Fire Department. Upon arrival, the patient was semi-conscious and responsive. Patient slipped on ice striking his head. He was transported to the hospital.

Suspicious Activity
March 25

1900 block of Baker Park Road, Independence. Officer was dispatched to a suspicious person seen walking down a secluded driveway. The reporting party knew the homeowner was out of town. Officer arrived on scene and spoke to the individual who stated he was attempting to make a food delivery and the GPS told him to turn into the driveway. His vehicle was stuck and was waiting for a tow truck. While waiting for a tow truck, another food delivery driver attempted to pull into the driveway stating the GPS told them the same directions. Homeowner was advised.

Arrest
March 25

5300 block of Highway 12, Maple Plain. Officer stopped a vehicle for driving 46-mph in a 30-mph zone. Officer made contact with the driver and observed signs of impairment. It was determined the driver's driving status was DAC-IPS. Alexander Douglas Schwanz (23) was arrested for First Degree DWI after having multiple prior convictions. He provided a preliminary breath sample which indicated 0.243. He was booked and transported to Hennepin County Adult Detention Center without incident.

Welfare Check

March 26

4800 block of Highway 12, Maple Plain. Officer was dispatched to a suicidal male. Upon arrival, Officers found the individual, who was very emotional and upset. He made several homicidal and suicidal statements and was under the influence of alcohol. After lengthy conversation and attempts to deescalate, it was apparent he was a threat to himself and others. The patient was placed on an emergency transport hold and transported to the hospital.

Motorist Assist

March 29

6700 block of Highway 12, Independence. Officer was on routine patrol and observed a vehicle with its flashers on. Officer stopped to offer assistance and the driver explained they ran out of gas. Officer transported the driver to the gas station and supplied a gas can in order to get some gas. Officer put the gas in the truck and the driver was able to drive home.

March 31

Fire

3500 block of Marsh Point Road, Independence. Officer was dispatched to a possible electrical fire that was struck by lightning. Officer arrived on scene and spoke with the homeowner who advised lightning had struck and the thunder shook the windowsill. They lost their internet and water had backed up the floor drain from the septic. MPFD used a thermal imager to scan the walls, attic, and power panel of the house. No heat sources were detected.

West Hennepin Public Safety
Monthly Claims
 January 2023

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Check	01/03/2023	HSA	Optum Bank	HSA Contributions	West Hennepin Public Safety	√ 104 C	Employer HSA Contributions	-15,250.00
General Journal	01/03/2023	624R		Reverse of GJE 624 -- for 2023 ins coverage	104 A - Disability Medical Insurance		-SPLIT-	2,389.32
General Journal	01/03/2023	625R		Reverse of GJE 625 -- for 2023 ins coverage	104 F - Life Insurance		-SPLIT-	286.64
General Journal	01/03/2023	626R		Reverse of GJE 626 -- record City of Independence	205 - Office Rent & Cleaning		-SPLIT-	-825.54
Deposit	01/03/2023			Deposit	West Hennepin Public Safety	√ 503 S	Officer Disability Ins. Reimb.	1,815.24
Deposit	01/05/2023			Deposit	West Hennepin Crime Prevention	√ 503 G	Miscellaneous	300.00
Check	01/09/2023	34818	Postmaster	postage stamps	West Hennepin Public Safety	√ -SPLIT-		-820.80
Check	01/11/2023	34825	TASC	COBRA Admin Fees	West Hennepin Public Safety	√ 104 D	Benefits Administration Fees	-36.63
Check	01/11/2023	34826	Galls, LLC	uniform expenses	West Hennepin Public Safety	√ -SPLIT-		-109.99
Check	01/11/2023	34822	Lake Minnetonka ERU	membership dues	West Hennepin Public Safety	√ 206	Books/Dues/Subscriptions	-1,800.00
Check	01/11/2023	34823	City of Independence	office cleaning expense	West Hennepin Public Safety	√ 205	Office Rent & Cleaning	-415.50
Check	01/11/2023	34824	IACP	membership dues	West Hennepin Public Safety	√ 206	Books/Dues/Subscriptions	-190.00
Check	01/11/2023	34827	Thomson Reuters - West	investigative online subscription charges	West Hennepin Public Safety	√ 302 A3	Investigative IT Fees	-117.97
Check	01/11/2023	34828	BelayHost	domain name Hosting in DNS	West Hennepin Public Safety	√ 302 A2d	Web Hosting/Email Spam Filterin	-30.00
Check	01/11/2023	34829	Element Technologies, LLC	IT services	West Hennepin Public Safety	√ -SPLIT-		-5,320.76
Check	01/11/2023	34821	City of Independence	utility expense reimb	West Hennepin Public Safety	√ 205	Office Rent & Cleaning	-825.54
Check	01/11/2023	34830	League of MN Cities Ins Trust P&C	Prop/Casualty Ins	West Hennepin Public Safety	√ 306 A	Municipal Prop/Liab, Vehicle	-36,734.00
Check	01/11/2023	34831	Delano Carquest	squad mtnc supply	West Hennepin Public Safety	√ 303	Auto Maintenance	-12.98
Check	01/16/2023	34841	Bank of Maple Plain	VOID: direct deposit batch item fee	West Hennepin Public Safety	√ 101 H	Payroll ACH Fees	0.00
Check	01/16/2023	34842	Bank of Maple Plain	VOID: direct deposit batch orig fees	West Hennepin Public Safety	√ 101 H	Payroll ACH Fees	0.00
Check	01/16/2023	34843	Bank of Maple Plain	VOID: direct deposit service fee	West Hennepin Public Safety	√ 101 H	Payroll ACH Fees	0.00
Check	01/16/2023	ACH	Bank of Maple Plain	direct deposit batch item fee	West Hennepin Public Safety	√ 101 H	Payroll ACH Fees	-1.10
Check	01/16/2023	ACH	Bank of Maple Plain	direct deposit batch orig fees	West Hennepin Public Safety	√ 101 H	Payroll ACH Fees	-5.90
Check	01/16/2023	ACH	Bank of Maple Plain	direct deposit service fee	West Hennepin Public Safety	√ 101 H	Payroll ACH Fees	-9.95
Liability Check	01/17/2023	IRS	Internal Revenue Service	VOID: Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ -SPLIT-		0.00
Liability Check	01/17/2023	MN REV	MN Dept. of Revenue	VOID: Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ 2100	Payroll Liabilities	0.00
Liability Check	01/17/2023	HSA	Optum Bank	Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ 2100	Payroll Liabilities	-1,160.00
Liability Check	01/17/2023	FSA	TASC	Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ 2100	Payroll Liabilities	-40.00
Liability Check	01/17/2023	B-MP	Bank of Maple Plain - Paychecks	Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ 2100	Payroll Liabilities	-32,531.04
Liability Check	01/17/2023	PERA	PERA	Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ -SPLIT-		-13,352.78
Liability Check	01/17/2023	IRS	Internal Revenue Service	Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ -SPLIT-		-6,426.02
Liability Check	01/17/2023	EJ	John Hancock	Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ -SPLIT-		-1,250.00
Liability Check	01/17/2023	MN REV	MN Dept. of Revenue	Jan 1-15, 2023 payroll	West Hennepin Public Safety	√ 2100	Payroll Liabilities	-2,233.00
Check	01/17/2023	34819	Hennepin County Accounts Receivable	radio/MESB fees, batteries	West Hennepin Public Safety	√ 302 F	Radios, MDCs	-2,112.00
Check	01/17/2023	34820	Madden Galanter Hansen	legal fees	West Hennepin Public Safety	√ 404	Contingency Fund	-3,615.96
Deposit	01/17/2023			Deposit	West Hennepin Public Safety	√ -SPLIT-		216,351.76
Check	01/17/2023	34832	Office of MNIT Services	monthly WAN services/bundle	West Hennepin Public Safety	√ 302 A2	IT Contracted Services/hdwr/sft	-49.30
Check	01/17/2023	34833	Cardmember Service	monthly credit card charges	West Hennepin Public Safety	√ -SPLIT-		-1,718.82
Check	01/17/2023	34834	Streicher's Police Equipment	firearms expenses	West Hennepin Public Safety	√ 403 F	Firearms	-1,072.25
General Journal	01/17/2023	627		record Office of MNIT Svcs as '22 expense	302 A2 - IT Contracted Services/hdwr/sft		-SPLIT-	49.30
General Journal	01/17/2023	634		monthly requisition, January 2023	West Hennepin Public Safety	√ 1701	Capital Improvement Fund	-8,337.00
Deposit	01/24/2023			Deposit	West Hennepin Public Safety	√ 503 V3	Other	15,573.89
Deposit	01/24/2023			Deposit	West Hennepin Public Safety	√ 503 V3	Other	18,530.72
Deposit	01/24/2023			Deposit	West Hennepin Public Safety	√ 503 V3	Other	32,187.92
General Journal	01/24/2023	628		Justice funds, Asset ID #21-DEA-678710	503 V3 - Other		West Hennepin Public Safety	15,573.89
General Journal	01/24/2023	629		transfer JUSTICE funds from WHPS account	West Hennepin Forfeiture Fund	√ 503 N4	Federal	15,573.89
General Journal	01/24/2023	630		JUSTICE funds, Asset ID #21-DEA-673035	503 V3 - Other		West Hennepin Public Safety	18,530.72
General Journal	01/24/2023	631		transfer JUSTICE funds from WHPS account	West Hennepin Forfeiture Fund	√ 503 N4	Federal	18,530.72
General Journal	01/24/2023	632		JUSTICE funds, Asset ID #21-DEA-671150	503 V3 - Other		West Hennepin Public Safety	32,187.92
General Journal	01/24/2023	633		transfer JUSTICE funds from WHPS account	West Hennepin Forfeiture Fund	√ 503 N4	Federal	32,187.92
Check	01/25/2023	34835	HealthPartners Group	medical ins premium	West Hennepin Public Safety	√ -SPLIT-		-17,373.58
Check	01/25/2023	34836	City of Independence	dental ins premium	West Hennepin Public Safety	104 E	Dental Insurance	-1,173.91
Check	01/25/2023	34837	Reliance Standard Life Ins	ltd ins premiums	West Hennepin Public Safety	104 H	Long Term Disability	-719.14
Check	01/25/2023	34838	Standard Insurance Company	std/life ins premiums	West Hennepin Public Safety		-SPLIT-	-538.32
Check	01/25/2023	34839	Streicher's Police Equipment	uniform expenses	West Hennepin Public Safety		-SPLIT-	-399.96
Check	01/25/2023	34840	Verizon Wireless	cell phones and wireless aircards	West Hennepin Public Safety	√ 201	Telephone	-745.92
Check	01/25/2023	34844	Loffler - Leasing	copier lease	West Hennepin Public Safety	203	Office/Opr Equip Maintenance	-196.07
Check	01/25/2023	34845	League of Minnesota Cities	annual PATROL subscription	West Hennepin Public Safety	206	Books/Dues/Subscriptions	-810.00
Check	01/25/2023	34846	Davis Chevrolet of Delano	squad mtnc	West Hennepin Public Safety	303	Auto Maintenance	-2,346.57
Check	01/25/2023	34847	Mid-County Coop	fuel tank fills	West Hennepin Public Safety	√ -SPLIT-		-1,424.73
Check	01/25/2023	34848	Brownells, Inc.	gun accessory	West Hennepin Public Safety	403 F	Firearms	-58.50
Check	01/25/2023	34849	Jensen Repair, LLC	trailer repair	West Hennepin Public Safety	√ -SPLIT-		-887.13
Check	01/25/2023	34850	Steve Neururer	employee background check	West Hennepin Public Safety	√ 404	Contingency Fund	-2,160.00
Check	01/26/2023	34851	Streicher's Police Equipment	ammo expense	West Hennepin Public Safety	403 F	Firearms	-2,180.37
Check	01/26/2023	34852	Oak Ridge Pet Boarding	annual retainer fee	West Hennepin Public Safety	404	Contingency Fund	-1,200.00
Deposit	01/27/2023			Deposit	West Hennepin Public Safety	√ -SPLIT-		1,911.79
Deposit	01/31/2023			Deposit	West Hennepin Public Safety	503 A	Burn Permits	30.00
Deposit	01/31/2023			Deposit	West Hennepin Public Safety		-SPLIT-	132.25
Deposit	01/31/2023			Interest	West Hennepin Crime Prevention	√ 503 F	Interest	5.23
Deposit	01/31/2023			Interest	West Hennepin Reserves	√ 503 F	Interest	1.31
Deposit	01/31/2023			Interest	West Hennepin Public Safety	√ 503 F	Interest	162.84

AUDITED & APPROVED: _____

DATE: _____

West Hennepin Public Safety
 Monthly Claims
 February 2023

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Feb 23								
General Journal	02/01/2023	627R		Reverse of GJE 627 -- record Office of MNIT Svc	302 A2 - IT Contracted Services/hdwr/ft		-SPLIT-	-49.30
Liability Check	02/01/2023	B-MP	Bank of Maple Plain - Paychecks	Jan 16-31, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-32,615.13
Liability Check	02/01/2023	IRS	Internal Revenue Service	Jan 16-31, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-6,594.14
Liability Check	02/01/2023	MN REV	MN Dept. of Revenue	Jan 16-31, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-2,228.00
Liability Check	02/01/2023	HSA	Optum Bank	Jan 16-31, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-1,180.00
Liability Check	02/01/2023	FSA	TASC	Jan 16-13, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-40.00
Liability Check	02/01/2023	EJ	John Hancock	Jan 16-31, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-1,250.00
Liability Check	02/01/2023	PERA	PERA	Jan 16-31, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-13,487.22
Deposit	02/07/2023			Deposit	West Hennepin Public Safety	√	-SPLIT-	215,505.31
Check	02/10/2023	34853	Badge & Wallet	police officer badges	West Hennepin Public Safety	√	105 - Uniform Expense	-559.50
Check	02/10/2023	34854	Galis, LLC	uniform expenses	West Hennepin Public Safety	√	-SPLIT-	-490.12
Check	02/10/2023	34855	Streicher's Police Equipment	uniform expenses	West Hennepin Public Safety	√	-SPLIT-	-343.96
Check	02/10/2023	34856	Employee	uniform expense	West Hennepin Public Safety	√	105 - Uniform Expense	-163.33
Check	02/10/2023	34857	Delano True Value	office supply expense	West Hennepin Public Safety	√	204 - Office/Operating Supplies	-19.32
Check	02/10/2023	34858	Cardmember Service	monthly credit card charges	West Hennepin Public Safety	√	-SPLIT-	-3,415.91
Check	02/10/2023	34859	Hennepin County Chiefs of Police Assoc.	membership fee	West Hennepin Public Safety	√	206 - Books/Dues/Subscriptions	-640.00
Check	02/10/2023	34860	CenterPoint Energy	office gas usage	West Hennepin Public Safety	√	207 - Utilities/Gas/Electric	-1,518.58
Check	02/10/2023	34861	City of Independence	utility expense	West Hennepin Public Safety	√	207 - Utilities/Gas/Electric	-898.22
Check	02/10/2023	34863	Element Technologies, LLC	monthly IT service	West Hennepin Public Safety	√	302 A2 - IT Contracted Services/hdwr/ft	-2,386.50
Check	02/10/2023	34864	Thomson Reuters - West	online software subscription	West Hennepin Public Safety	√	302 A3 - Investigative IT Fees	-117.97
Check	02/10/2023	34865	Hennepin County Accounts Receivable	radio/MDC fees	West Hennepin Public Safety	√	302 F - Radios, MDCs	-1,282.40
Check	02/10/2023	34866	Delano Carquest	squad maintenance expense	West Hennepin Public Safety	√	-SPLIT-	-150.12
Check	02/10/2023	34867	Mid-County Coop	fuel tank fill	West Hennepin Public Safety	√	304 - Fuel and Oil	-852.71
Check	02/10/2023	34868	Employee	training expense reimb	West Hennepin Public Safety	√	307 B4 - Officer Schools	-994.00
Check	02/10/2023	34862	PLEAA	membership fees	West Hennepin Public Safety	√	-SPLIT-	-70.00
Check	02/10/2023	34869	Peterson Counseling & Consulting	monthly consulting fee	West Hennepin Public Safety	√	307 F - Wellness Program	-125.00
Check	02/10/2023	34870	Transport Graphics	squad 77 setup	West Hennepin Public Safety	√	402 - Capital Improvement Plan	-1,132.50
General Journal	02/10/2023	636		marked squad car graphics, #77	1701 - Capital Improvement Fund	√	West Hennepin Public Safety	-1,132.50
Check	02/10/2023	34871	Madden Galanter Hansen	legal fees	West Hennepin Public Safety	√	404 - Contingency Fund	-380.00
Check	02/10/2023	34872	Faul Psychological PLLC	pre-employment testing	West Hennepin Public Safety	√	404 - Contingency Fund	-650.00
Check	02/10/2023	34873	Driver and Vehicle Services	registration renewal	West Hennepin Public Safety	√	303 - Auto Maintenance	-14.25
Check	02/10/2023	34874	Employee	uniform expense reimb	West Hennepin Public Safety	√	105 - Uniform Expense	-159.82
Check	02/10/2023	34875	HealthPartners Clinic	pre-employment physical	West Hennepin Public Safety	√	404 - Contingency Fund	-1,010.00
Check	02/10/2023	34876	South Lake Minnetonka Police Department	used squad purchase & build	West Hennepin Public Safety	√	-SPLIT-	-29,870.00
General Journal	02/10/2023	637		purchase squad 77, used 2019 Ford Explorer	1701 - Capital Improvement Fund	√	-SPLIT-	-25,500.00
Check	02/10/2023	34877	Sja-Safe Locksmiths Co.	locks rekeyed	West Hennepin Public Safety	√	203 - Office/Opr Equip Maintenance	-484.00
Check	02/10/2023	34878	Office of MNIT Services	monthly WAN services	West Hennepin Public Safety	√	302 A2 - IT Contracted Services/hdwr/ft	-49.30
General Journal	02/10/2023	638		monthly requisition, February 2023	West Hennepin Public Safety	√	1701 - Capital Improvement Fund	-8,333.00
Check	02/13/2023	34879	Employee	uniform expense reimb	West Hennepin Public Safety	√	105 - Uniform Expense	-269.40
Liability Check	02/16/2023	PERA	PERA	Feb 1, 2023/Feb 16, 2023	West Hennepin Public Safety	√	-SPLIT-	-13,092.58
Liability Check	02/16/2023	B-MP	Bank of Maple Plain - Paychecks	Feb 1-15, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-31,832.30
Liability Check	02/16/2023	IRS	Internal Revenue Service	Feb 1-15, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-6,279.48
Liability Check	02/16/2023	MN REV	MN Dept. of Revenue	Feb 1-15, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-2,133.00
Liability Check	02/16/2023	EJ	John Hancock	Feb 1-15, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-1,250.00
Liability Check	02/16/2023	HSA	Optum Bank	Feb 1-15, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-1,180.00
Liability Check	02/16/2023	FSA	TASC	Feb 1-15, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-40.00
Check	02/16/2023	34880	Loffler - Leasing	Agmt 025-1395026-000	West Hennepin Public Safety	√	203 - Office/Opr Equip Maintenance	-161.17
Check	02/16/2023	B-MP	Bank of Maple Plain	direct deposit batch item fee	West Hennepin Public Safety	√	101 H - Payroll ACH Fees	-1.10
Check	02/16/2023	B-MP	Bank of Maple Plain	direct deposit batch orig fees	West Hennepin Public Safety	√	101 H - Payroll ACH Fees	-5.90
Check	02/16/2023	B-MP	Bank of Maple Plain	direct deposit service fee	West Hennepin Public Safety	√	101 H - Payroll ACH Fees	-9.95
Deposit	02/27/2023			Deposit	West Hennepin Public Safety	√	503 V3 - Other	5,828.49
Check	02/28/2023	34881	HealthPartners Group	medical ins premium	West Hennepin Public Safety	√	-SPLIT-	-17,627.43
Check	02/28/2023	34882	Optum	HSA accounts maintenance fees	West Hennepin Public Safety	√	104 D - Benefits Administration Fees	-93.50
Check	02/28/2023	34883	Delta Dental of MN	VOID: dental ins premium	West Hennepin Public Safety	√	104 E - Dental Insurance	0.00
Check	02/28/2023	34884	Standard Insurance Company	life and std ins premiums	West Hennepin Public Safety	√	-SPLIT-	-538.32
Check	02/28/2023	34885	Streicher's Police Equipment	uniform expenses	West Hennepin Public Safety	√	-SPLIT-	-154.95
Check	02/28/2023	34886	Galis, LLC	uniform expense	West Hennepin Public Safety	√	105 - Uniform Expense	-100.09
Check	02/28/2023	34887	Employee	uniform expense reimb	West Hennepin Public Safety	√	105 - Uniform Expense	-689.19
Check	02/28/2023	34888	Employee	uniform expense reimb	West Hennepin Public Safety	√	105 - Uniform Expense	-172.79
Check	02/28/2023	34889	STORM Training Group	training registration	West Hennepin Public Safety	√	105 - Uniform Expense	-943.95
Check	02/28/2023	34890	Verizon Wireless	cell phones, wireless aircards	West Hennepin Public Safety	√	201 - Telephone	-745.90
Check	02/28/2023	34891	Axon Enterprise, Inc.	taser cartridges	West Hennepin Public Safety	√	403 G - Misc Equipment	-409.00
Check	02/28/2023	34892	ODP Business Solutions, LLC	office supplies	West Hennepin Public Safety	√	-SPLIT-	-327.90
Check	02/28/2023	34893	Total Printing Services	printing services	West Hennepin Public Safety	√	-SPLIT-	-435.00
Check	02/28/2023	34894	Davis Chevrolet of Delano	squad mtrc/repairs	West Hennepin Public Safety	√	-SPLIT-	-3,334.86
Check	02/28/2023	34895	Mid-County Coop	fuel tank fill	West Hennepin Public Safety	√	-SPLIT-	-2,177.33
Check	02/28/2023	34896	Peterson Counseling & Consulting	counseling service	West Hennepin Public Safety	√	307 F - Wellness Program	-125.00
Check	02/28/2023	34897	North Memorial	reserve officer training	West Hennepin Public Safety	√	601 B - Training	-80.00
Check	02/28/2023	34898	Reliance Standard Life Ins.	ltd ins premium	West Hennepin Public Safety	√	104 H - Long Term Disability	-170.38
Deposit	02/28/2023			Deposit	West Hennepin Public Safety	√	-SPLIT-	3,784.62
Deposit	02/28/2023			Deposit	West Hennepin Public Safety	√	503 A - Burn Permits	40.00
Check	02/28/2023	34899	City of Independence	dental ins premium	West Hennepin Public Safety	√	104 E - Dental Insurance	-1,173.91
Deposit	02/28/2023			Interest	West Hennepin Public Safety	√	503 F - Interest	171.49
Deposit	02/28/2023			Interest	West Hennepin Crime Prevention	√	503 F - Interest	4.74
Deposit	02/28/2023			Interest	West Hennepin Reserves	√	503 F - Interest	1.18

Feb 23

AUDITED & APPROVED: _____

DATE: _____

West Hennepin Public Safety
Monthly Claims
 March 2023

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Liability Check	03/01/2023	B-MP	Bank of Maple Plain - Paychecks	Feb 16-28, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-32,718.99
Liability Check	03/01/2023	IRS	Internal Revenue Service	Feb 16-28, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-6,766.34
Liability Check	03/01/2023	MN REV	MN Dept. of Revenue	Feb 16-28, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-2,115.00
Liability Check	03/01/2023	PERA	PERA	Feb 16-28, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-13,508.58
Liability Check	03/01/2023	EJ	John Hancock	Feb 16-28, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-1,250.00
Liability Check	03/01/2023	HSA	Optum Bank	Feb 16-28, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-1,180.00
Liability Check	03/01/2023	FSA	TASC	Feb 16-28, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-40.00
Check	03/01/2023	HSA	Optum Bank	HSA contribution	West Hennepin Public Safety	√	104 C - Employer HSA Contributions	-250.00
General Journal	03/06/2023	639		monthly requisition, March 2023	West Hennepin Public Safety	√	1701 - Capital Improvement Fund	-8,333.00
Deposit	03/07/2023			Deposit	West Hennepin Public Safety	√	-SPLIT-	220,207.49
Check	03/10/2023	34900	Employee	expense reimb	West Hennepin Public Safety	√	105 - Uniform Expense	-1,034.80
Check	03/10/2023	34901	Loffler - Leasing	copier lease	West Hennepin Public Safety	√	203 - Office/Opr Equip Maintenance	-238.27
Check	03/10/2023	34902	Delano True Value	shed expenses	West Hennepin Public Safety	√	204 - Office/Operating Supplies	-150.68
Check	03/10/2023	34903	Winning Edge	nameplates	West Hennepin Public Safety	√	204 - Office/Operating Supplies	-22.56
Check	03/10/2023	34904	CenterPoint Energy	office gas usage	West Hennepin Public Safety	√	207 - Utilities/Gas/Electric	-1,301.51
Check	03/10/2023	34905	City of Independence	utility reimbursement	West Hennepin Public Safety	√	207 - Utilities/Gas/Electric	-790.18
Check	03/10/2023	34906	Total Printing Services	Resource Cards Handout	West Hennepin Public Safety	√	301 - Printing	-97.50
Check	03/10/2023	34907	Element Technologies, LLC	IT services	West Hennepin Public Safety	√	302 A2a - IT Support & Fees	-2,386.50
Check	03/10/2023	34908	Thomson Reuters - West	software subscription	West Hennepin Public Safety	√	302 A3 - Investigative IT Fees	-117.97
Check	03/10/2023	34909	Hennepin County Accounts Receivable	radio/MDC fees	West Hennepin Public Safety	√	302 F - Radios, MDCs	-1,282.40
Check	03/10/2023	34910	Mid-County Coop	fuel tank fill	West Hennepin Public Safety	√	304 - Fuel and Oil	-770.63
Check	03/10/2023	34911	League of MN Cities Insurance Trust WC	WC Insurance Premium	West Hennepin Public Safety	√	306 B - Worker's Comp	-57,599.00
Check	03/10/2023	34912	Abdo	financial audit	West Hennepin Public Safety	√	308 - Audit	-8,400.00
Check	03/10/2023	34913	Streicher's Police Equipment	ammo supplies	West Hennepin Public Safety	√	403 F - Firearms	-352.54
Check	03/10/2023	34914	Truax Patient Services	NARCAN	West Hennepin Public Safety	√	403 H - Squad Equipment	-380.00
Check	03/10/2023	34915	Cardmember Service	monthly credit card charges	West Hennepin Public Safety	√	-SPLIT-	-4,475.87
Check	03/10/2023	34916	Office of MNIT Services	monthly WAN service	West Hennepin Public Safety	√	302 A2 - IT Contracted Services/hdwr/sft	-49.30
Check	03/10/2023	34917	North Memorial	training registrations	West Hennepin Public Safety	√	-SPLIT-	-160.00
Check	03/14/2023	1592	Torque Fitness LLC	fitness equipment	West Hennepin Crime Prevention	√	401 - Office Equipment	-13,980.00
Deposit	03/14/2023			Deposit	West Hennepin Crime Prevention	√	503 G - Miscellaneous	56.06
Check	03/15/2023	HSA	Optum Bank	HSA contribution	West Hennepin Public Safety	√	104 C - Employer HSA Contributions	-2,250.00
Liability Check	03/16/2023	B-MP	Bank of Maple Plain - Paychecks	Mar 1-15, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-34,247.94
Liability Check	03/16/2023	IRS	Internal Revenue Service	Mar 1-15, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-6,829.02
Liability Check	03/16/2023	EJ	John Hancock	Mar 1-15, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-1,250.00
Liability Check	03/16/2023	MN REV	MN Dept. of Revenue	Mar 1-15, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-2,210.00
Liability Check	03/16/2023	HSA	Optum Bank	Mar 1-15, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-1,180.00
Liability Check	03/16/2023	PERA	PERA	Mar 1-15, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-14,085.46
Liability Check	03/16/2023	FSA	TASC	Mar 1-15, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-40.00
Deposit	03/16/2023			Deposit	West Hennepin Crime Prevention	√	503 G - Miscellaneous	500.00
Check	03/16/2023	B-MP	Bank of Maple Plain	direct deposit batch item fee	West Hennepin Public Safety	√	101 H - Payroll ACH Fees	-1.15
Check	03/16/2023	B-MP	Bank of Maple Plain	direct deposit batch orig fees	West Hennepin Public Safety	√	101 H - Payroll ACH Fees	-5.90
Check	03/16/2023	B-MP	Bank of Maple Plain	direct deposit service fee	West Hennepin Public Safety	√	101 H - Payroll ACH Fees	-9.95
Check	03/24/2023	34918	HealthPartners Group	medical ins premium	West Hennepin Public Safety	√	-SPLIT-	-18,124.83
Check	03/24/2023	34919	City of Independence	dental ins premium	West Hennepin Public Safety	√	104 E - Dental Insurance	-1,263.79
Check	03/24/2023	34920	Employee	expense reimbursement	West Hennepin Public Safety	√	105 - Uniform Expense	-150.47
Check	03/24/2023	34921	Fireform Arms	expense reimbursement	West Hennepin Public Safety	√	105 - Uniform Expense	-530.00
Check	03/24/2023	34922	Verizon Wireless	cell phones & wireless aircards	West Hennepin Public Safety	√	201 - Telephone	-745.90
Check	03/24/2023	34923	City of Independence	office cleaning reimb	West Hennepin Public Safety	√	-SPLIT-	-831.00
Check	03/24/2023	34924	MHSRC/Range	training expense	West Hennepin Public Safety	√	307 B4 - Officer Schools	-490.00
Check	03/24/2023	34925	Employee	training expense reimb	West Hennepin Public Safety	√	307 B2 - Officer Meals	-51.82
Check	03/27/2023	HSA	Optum Bank	HSA contribution	West Hennepin Public Safety	√	104 C - Employer HSA Contributions	-2,250.00
Check	03/29/2023	34926	Berger	2 new squad cars	West Hennepin Public Safety	√	-SPLIT-	-91,905.00
Check	03/29/2023	34927	Standard Insurance Company	life and std ins premiums	West Hennepin Public Safety	√	-SPLIT-	-604.78
Check	03/29/2023	34928	Reliance Standard Life Ins.	life ins premiums	West Hennepin Public Safety	√	104 H - Long Term Disability	-717.62
Deposit	03/30/2023			Deposit	West Hennepin Public Safety	√	-SPLIT-	160.00
Deposit	03/30/2023			Deposit	West Hennepin Public Safety	√	-SPLIT-	1,417.04
Deposit	03/30/2023			Deposit	West Hennepin Crime Prevention	√	503 V3 - Other	567.85
Liability Check	03/31/2023	B-MP	Bank of Maple Plain - Paychecks	Mar 16-31, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-36,393.31
Liability Check	03/31/2023	IRS	Internal Revenue Service	Mar 16-31, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-7,372.54
Liability Check	03/31/2023	MN REV	MN Dept. of Revenue	Mar 16-31, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-2,400.00
Liability Check	03/31/2023	EJ	John Hancock	Mar 16-31, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-1,250.00
Liability Check	03/31/2023	HSA	Optum Bank	Mar 16-31, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-1,180.00
Liability Check	03/31/2023	PERA	PERA	Mar 16-31, 2023 payroll	West Hennepin Public Safety	√	-SPLIT-	-15,017.10
Liability Check	03/31/2023	FSA	TASC	Mar 16-31, 2023 payroll	West Hennepin Public Safety	√	2100 - Payroll Liabilities	-40.00
Deposit	03/31/2023			Interest	West Hennepin Public Safety	√	503 F - Interest	207.31
Deposit	03/31/2023			Interest	West Hennepin Crime Prevention	√	503 F - Interest	2.73
Deposit	03/31/2023			Interest	West Hennepin Reserves	√	503 F - Interest	1.40

AUDITED & APPROVED: _____

DATE: _____

West Hennepin Public Safety
Cash Assets
As of March 31, 2023

	<u>Mar 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
West Hennepin Public Safety	
1700 · Cash designated for Severance	54,505.71
1701 · Capital Improvement Fund	60,963.53
1704 · Military PERA Designation	23,411.43
West Hennepin Public Safety - Other	<u>229,238.23</u>
Total West Hennepin Public Safety	<u>368,118.90</u>
Total Checking/Savings	<u>368,118.90</u>
Total Current Assets	<u>368,118.90</u>
TOTAL ASSETS	<u>368,118.90</u>
LIABILITIES & EQUITY	0.00

West Hennepin Public Safety
Budget vs. Actual - WHPS Main Acct.
 January through March 2023

	<u>Jan - Mar 23</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
501 · City of Maple Plain	201,122.03	668,171.00	30.1%
502 · City of Independence	445,975.35	1,479,622.00	30.14%
503 · Other Income			
503 A · Burn Permits	230.00	1,500.00	15.33%
503 B · Copies	176.00	700.00	25.14%
503 F · Interest	334.33		
503 G · Miscellaneous	0.00	1,200.00	0.0%
503 I · Reimbursed OT	5,836.51	6,500.00	89.79%
503 O · POST Reimb./State Aid			
503 O1 · State Aid to LE	0.00	90,000.00	0.0%
503 O2 · POST Reimb	0.00	9,000.00	0.0%
Total 503 O · POST Reimb./State Aid	0.00	99,000.00	0.0%
503 P · Sale of Squad Cars	0.00	8,000.00	0.0%
503 S · Officer Disability Ins. Reimb.	0.00	900.00	0.0%
503 V · Expense Reimbursements			
503 V2 · Health Insurance	2,823.58		
503 V3 · Other	8,940.28		
Total 503 V · Expense Reimbursements	11,763.86		
Total 503 · Other Income	18,340.70	117,800.00	15.57%
Total Income	665,438.08	2,265,593.00	29.37%
Gross Profit	665,438.08	2,265,593.00	29.37%
Expense			
101 · Payroll Expenses			
Overtime	0.00	17,000.00	0.0%
101 A · Other Overtime	6,893.80		
101 C · Reimburseable Overtime	2,458.21		
101 H · Payroll ACH Fees	50.90		
101 I · Holiday Pay	1,961.76		
101 J · Hourly Salary	2,075.52		
101 M · Investigator Incentive	700.00		
101 N · Social Security	2,598.39	8,870.00	29.29%
101 O · Medicare	4,952.87	17,798.00	27.83%
101 · Payroll Expenses - Other	336,007.00	1,259,593.00	26.68%
Total 101 · Payroll Expenses	357,698.45	1,303,261.00	27.45%
103 · PERA			
103 A · WHPS PERA - Police	54,361.57		
103 B · WHPS PERA - Support Staff	3,222.66		
103 · PERA - Other	0.00	202,667.00	0.0%
Total 103 · PERA	57,584.23	202,667.00	28.41%

West Hennepin Public Safety
Budget vs. Actual - WHPS Main Acct.
 January through March 2023

	<u>Jan - Mar 23</u>	<u>Budget</u>	<u>% of Budget</u>
104 - Health Insurance			
104 A - Disability Medical Insurance	6,221.79	19,500.00	31.91%
104 B - Medical Insurance	66,666.95		
104 C - Employer HSA Contributions	20,000.00		
104 D - Benefits Administration Fees	892.65		
104 E - Dental Insurance	4,785.52		
104 F - Life Insurance	1,136.32		
104 G - Short Term Disability	1,550.18		
104 H - Long Term Disability	2,196.30		
104 - Health Insurance - Other	-4,116.36	267,664.00	-1.54%
Total 104 - Health Insurance	<u>99,333.35</u>	<u>287,164.00</u>	<u>34.59%</u>
105 - Uniform Expense	7,625.01	9,900.00	77.02%
201 - Telephone	2,237.72	19,240.00	11.63%
202 - Postage	820.80	1,400.00	58.63%
203 - Office/Opr Equip Maintenance	1,349.99	8,900.00	15.17%
204 - Office/Operating Supplies	2,307.27	9,790.00	23.57%
205 - Office Rent & Cleaning	1,246.50	6,600.00	18.89%
206 - Books/Dues/Subscriptions	5,420.00	2,350.00	230.64%
207 - Utilities/Gas/Electric	4,508.49	23,315.00	19.34%
301 - Printing	267.50	2,027.00	13.2%
302 - Communications			
302 A - Computer Support			
302 A1 - RMS Fees	9,976.27	10,780.00	92.54%
302 A2 - IT Contracted Services/hdwr/sft	2,534.40	29,000.00	8.74%
302 A2a - IT Support & Fees	4,773.00		
302 A2c - Computer Hardware	2,143.26		
302 A2d - Web Hosting/Email Spam Filterin	472.98	6,600.00	7.17%
302 A3 - Investigative IT Fees	593.91	1,500.00	39.59%
302 A4 - State IT Connection Fees	0.00	2,100.00	0.0%
302 A5 - Other Billable Services	1,062.33		
Total 302 A - Computer Support	<u>21,556.15</u>	<u>49,980.00</u>	<u>43.13%</u>
302 E - Squad Video System	0.00	1,000.00	0.0%
302 F - Radios, MDCs	2,564.80	16,820.00	15.25%
Total 302 - Communications	<u>24,120.95</u>	<u>67,800.00</u>	<u>35.58%</u>
303 - Auto Maintenance	7,145.90	19,800.00	36.09%
304 - Fuel and Oil	5,225.40	37,570.00	13.91%
306 - Insurance			
306 A - Municipal Prop/Liab, Vehicle	36,734.00		
306 B - Worker's Comp	57,599.00		
306 - Insurance - Other	0.00	98,809.00	0.0%
Total 306 - Insurance	<u>94,333.00</u>	<u>98,809.00</u>	<u>95.47%</u>

**West Hennepin Public Safety
Budget vs. Actual - WHPS Main Acct.**

January through March 2023

	<u>Jan - Mar 23</u>	<u>Budget</u>	<u>% of Budget</u>
307 - Schools & Training			
307 A - Chief's Training			
307 A4 - Chief's School	565.00		
Total 307 A - Chief's Training	565.00		
307 B - Officer Training			
307 B2 - Officer Meals	51.82		
307 B4 - Officer Schools	2,944.00		
Total 307 B - Officer Training	2,995.82		
307 C - Range Training			
307 C7 - Range Supplies	25.58		
Total 307 C - Range Training	25.58		
307 E - Support Staff Training			
307 E4 - Support Staff Schools	395.00		
Total 307 E - Support Staff Training	395.00		
307 F - Wellness Program	250.00		
307 - Schools & Training - Other	0.00	27,400.00	0.0%
Total 307 - Schools & Training	4,231.40	27,400.00	15.44%
308 - Audit	8,400.00	12,000.00	70.0%
401 - Office Equipment	778.42	8,000.00	9.73%
402 - Capital Improvement Plan	122,907.50	100,000.00	122.91%
403 - Equipment			
403 F - Firearms	3,663.66		
403 G - Misc Equipment	939.32		
403 H - Squad Equipment	380.00		
403 - Equipment - Other	0.00	14,700.00	0.0%
Total 403 - Equipment	4,982.98	14,700.00	33.9%
404 - Contingency Fund	5,400.00		
601 - Reserve Program			
601 B - Training	80.00		
601 - Reserve Program - Other	0.00	1,500.00	0.0%
Total 601 - Reserve Program	80.00	1,500.00	5.33%
608 - Citizens Academy	0.00	1,000.00	0.0%
609 - Community Policing	0.00	400.00	0.0%
Total Expense	818,004.86	2,265,593.00	36.11%
Net Ordinary Income	-152,566.78	0.00	100.0%
Net Income	-152,566.78	0.00	100.0%

West Hennepin Public Safety
Budget vs. Actual - Crime Prevention
 January - March 2023

	Jan - Mar '23
Ordinary Income/Expense	
Income	
501 · City of Maple Plain	0.00
502 · City of Independence	0.00
503 · Other Income	1,433.88
Total Income	1,433.88
Gross Profit	1,433.88
Expense	
101 · Payroll Expenses	0.00
103 · PERA	0.00
104 · Health Insurance	0.00
105 · Uniform Expense	0.00
201 · Telephone	0.00
202 · Postage	0.00
203 · Office/Opr Equip Maintenance	0.00
204 · Office/Operating Supplies	0.00
205 · Office Rent & Cleaning	0.00
206 · Books/Dues/Subscriptions	0.00
207 · Utilities/Gas/Electric	0.00
301 · Printing	0.00
302 · Communications	0.00
303 · Auto Maintenance	0.00
304 · Fuel and Oil	0.00
306 · Insurance	0.00
307 · Schools & Training	0.00
308 · Audit	0.00
401 · Office Equipment	13,980.00
402 · Capital Improvement Plan	0.00
403 · Equipment	0.00
404 · Contingency Fund	0.00
601 · Reserve Program	0.00
602 · Comm. Ed	0.00
607 · DWI Forfeiture Expense	0.00
608 · Citizens Academy	0.00
609 · Community Policing	0.00
Total Expense	13,980.00
 Beginning Balance	 15,129.48
 Ending Balance	 2,583.36

West Hennepin Public Safety
Budget vs. Actual - Reserves
 January - March 2023

	Jan - Mar '23
Ordinary Income/Expense	
Income	
501 - City of Maple Plain	0.00
502 - City of Independence	0.00
503 - Other Income	2.49
Total Income	2.49
Gross Profit	2.49
Expense	
101 - Payroll Expenses	0.00
103 - PERA	0.00
104 - Health Insurance	0.00
105 - Uniform Expense	0.00
201 - Telephone	0.00
202 - Postage	0.00
203 - Office/Opr Equip Maintenance	0.00
204 - Office/Operating Supplies	0.00
205 - Office Rent & Cleaning	0.00
206 - Books/Dues/Subscriptions	0.00
207 - Utilities/Gas/Electric	0.00
301 - Printing	0.00
302 - Communications	0.00
303 - Auto Maintenance	0.00
304 - Fuel and Oil	0.00
306 - Insurance	0.00
307 - Schools & Training	0.00
308 - Audit	0.00
401 - Office Equipment	0.00
402 - Capital Improvement Plan	0.00
403 - Equipment	0.00
601 - Reserve Program	0.00
602 - Comm. Ed	0.00
608 - Citizens Academy	0.00
609 - Community Policing	0.00
Total Expense	0.00
Beginning Balance	3,858.66
Ending Balance	3,861.15

West Hennepin Public Safety Forfeiture Fund

January through March 2023

	JUSTICE FUNDS	TREASURY FUNDS
	Jan - Mar '23	Jan - Mar '23
Ordinary Income/Expense		
Income		
501 - City of Maple Plain	0.00	0.00
502 - City of Independence	0.00	0.00
503 - Other Income	0.00	0.00
<i>01/24/23, Justice Funds, Asset ID #21-DEA-678710</i>	15,573.89	
<i>01/24/23, Justice Funds, Asset ID #21-DEA-673035</i>	18,530.72	
<i>01/24/23, Justice Funds, Asset ID #21-DEA-671150</i>	32,187.92	
Total Income	66,292.53	0.00
Gross Profit	66,292.53	0.00
Expense		
101 - Payroll Expenses	0.00	0.00
103 - PERA	0.00	0.00
104 - Health Insurance	0.00	0.00
105 - Uniform Expense	0.00	0.00
201 - Telephone	0.00	0.00
202 - Postage	0.00	0.00
203 - Office/Opr Equip Maintenance	0.00	0.00
204 - Office/Operating Supplies	0.00	0.00
205 - Office Rent & Cleaning	0.00	0.00
206 - Books/Dues/Subscriptions	0.00	0.00
207 - Utilities/Gas/Electric	0.00	0.00
301 - Printing	0.00	0.00
302 - Communications	0.00	0.00
303 - Auto Maintenance	0.00	0.00
304 - Fuel and Oil	0.00	0.00
306 - Insurance	0.00	0.00
307 - Schools & Training	0.00	0.00
308 - Audit	0.00	0.00
401 - Office Equipment	0.00	0.00
402 - Capital Improvement Plan	0.00	0.00
403 - Equipment	0.00	0.00
601 - Reserve Program	0.00	0.00
608 - Citizens Academy	0.00	0.00
Total Expense	0.00	0.00
Net Ordinary Income	66,292.53	0.00
Beginning Balance	22,457.96	20,369.74
Ending Balance	88,750.49	20,369.74 = 109,120.23

**West Hennepin Public Safety
Capital Outlay Fund Report
January - March 2023**

	Jan - Mar '23
Ordinary Income/Expense	
Income	
501 · City of Maple Plain	0.00
502 · City of Independence	0.00
503 · Other Income	0.00
Total Income	0.00
Gross Profit	0.00
Expense	
402 · Capital Improvement Plan	31,002.50
<i>purchased squad 77, '19 Ford Explorer</i>	25,500.00
<i>squad 77 build</i>	4,370.00
<i>squad 77 graphics</i>	1,132.50
Total Expense	31,002.50
Net Ordinary Income	-31,002.50
Beginning Balance	66,963.03
J.E., Jan Requisition, 1 @ 8,337.00	8,337.00
J.E. Feb-Mar Requisitions @ \$8,333.00 per month	16,666.00
Ending Balance	60,963.53

West Hennepin Public Safety
Military PERA Designation Report
January - March 2023

	<u>Jan - Mar '23</u>
Beginning Balance	23,411.43
8% Interest = 1,872.91	
	<u>Subtotal</u> 0.00
Ending Balance	<u>23,411.43</u>

West Hennepin Public Safety
Severance Fund Report
 January - March 2023

	Jan - Feb '23
Ordinary Income/Expense	
Income	
501 - City of Maple Plain	0.00
502 - City of Independence	0.00
503 - Other Income	0.00
Total Income	0.00
Gross Profit	0.00
Expense	
Total Expense	0.00
Net Ordinary Income	0.00
Beginning Balance	54,505.71
Ending Balance	54,505.71

**WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
VACATION/COMP TIME HOURS**

March 2023

<u>EMPLOYEE</u>	<u>POSSIBLE ANNUAL VAC HRS</u>	<u>ACCRUED VACATION</u>	<u>ACCRUED COMP</u>	<u>TOTAL HOURS</u>	<u>\$ AMOUNT</u>
BEN ANDERSON	200	258.10	48.50	306.60	15,014.20
KAYLEN BOEDDEKER	80	13.28	29.75	43.03	1,371.80
JOSH BROZEK	120	112.00	88.00	200.00	9,340.00
KIM CURTIS	200	224.62	18.50	243.12	9,467.09
RICK DENNESON	200	176.96	40.25	217.21	12,793.67
SHAWN EBELING	120	147.50	37.18	184.68	8,582.08
NICK ELDRED	80	40.00	1.50	41.50	1,881.61
JON HOWES	200	219.94	33.75	253.69	12,968.63
GARY KROELLS	200	189.30		189.30	13,559.56
BEN RASKIN	200	214.93	13.50	228.43	11,186.22
CODY THOMPSON	120	142.08	25.38	167.46	7,592.64
LANCE ZILLES	120	134.00	26.00	160.00	7,472.00
TOTAL		<u>1,872.71</u>	<u>362.31</u>	<u>2,235.02</u>	<u>\$ 111,229.50</u>
			<i>Maple Plain</i>	31.11%	34,603.50
			<i>Independence</i>	68.89%	76,626.00
					<u>111,229.50</u>

NOTE: Comp time is figured on required annual hours and might fluctuate from scheduling.

**WEST HENNEPIN PUBLIC SAFETY DEPARTMENT
ACCUMULATED SICK TIME**

March 2023

<u>EMPLOYEE</u>	<u>SICK HRS</u>	<u>TOTAL SICK</u>	<u>1/3 SICK</u>	<u>1/2 SICK</u>
Ben Anderson	797.00	39,029.09		19,514.55
Kaylen Boeddeker	41.50	1,323.02	440.57	
Josh Brozek	314.00	14,663.80	4,883.05	
Kim Curtis	763.50	29,730.69		14,865.35
Rick Denneson	984.00	57,957.60		28,978.80
Shawn Ebeling	379.50	17,635.37	5,872.58	
Nick Eldred	40.00	1,766.40	588.21	
Jon Howes	973.00	49,739.76	16,563.34	
Gary Kroells	984.00	70,483.92		35,241.96
Ben Raskin	984.00	48,186.48	16,046.10	
Cody Thompson	419.00	18,997.46	6,326.15	
Lance Zilles	658.50	30,751.95	10,240.40	
TOTAL	7,338.00	380,265.54	60,960.39	98,600.65

Total Sick: 159,561.04

Maple Plain 31.11% 49,639.44
Independence 68.89% 109,921.60

Severance as of March 1, 2023: \$54,505.71

Severance as of March 31, 2023: \$54,505.71

Severance is currently funded at: 34.16%

NOTE: 960 HRS IS THE MOST THAT CAN BE ACCUMULATED FOR SEVERANCE.



WEST HENNEPIN PUBLIC SAFETY



FAREWELL – ADMINISTRATIVE ASSISTANT LYNDA FRANKLIN



Administrative Assistant Lynda Franklin retired on January 31, 2022, after 22 years of dedicated service to West Hennepin Public Safety and the citizens of Maple Plain and Independence.

Lynda said, "I am very thankful for my career opportunities at West Hennepin Public Safety. I will miss the contacts and interactions with all our residents and those who expressed appreciation for our public safety department officers and staff. It has been a privilege and a joy to visit with each of you. Thank you to the cities of Independence and Maple Plain and their residents for your support, and a special 'Thank You' to Chief Kroells, Sgt. Denneson and the officers and staff for their support, humor, and making many days rewarding."



WEST HENNEPIN PUBLIC SAFETY



2022 ANNUAL REPORT

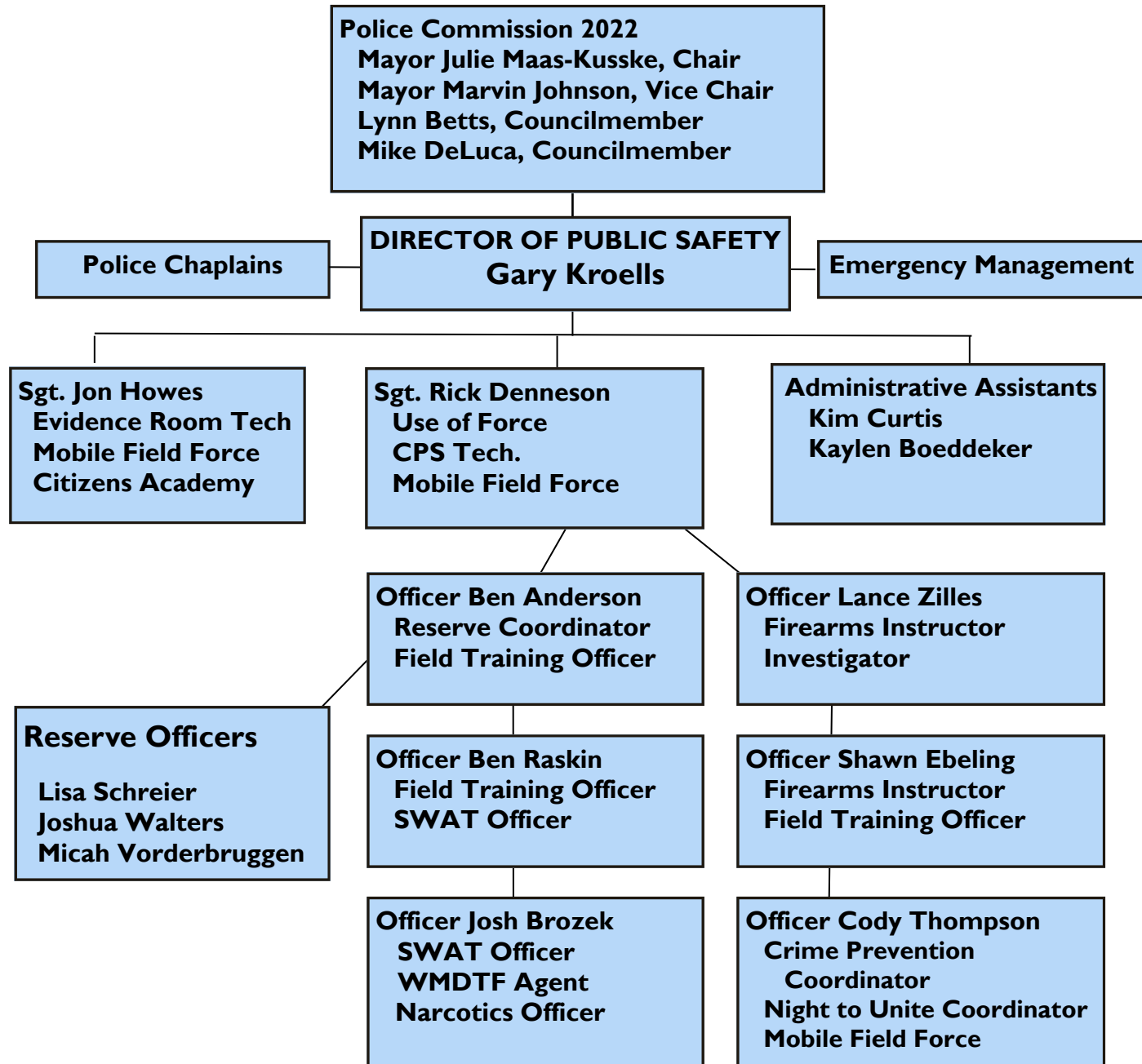


MISSION:

To protect and serve the citizens of Maple Plain and Independence in a professional and compassionate manner.



WEST HENNEPIN PUBLIC SAFETY



Serving our Community proudly with our core values:

Honor Courage Common Sense Respect & Dignity Loyalty Fairness Trust



WEST HENNEPIN PUBLIC SAFETY



ACTIVITY REPORT: Comparing 2021 versus 2022

Offense	2021	2022
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City Of Independence

Criminal	86	66
Traffic	1,211	1048
Part III	83	47
Part IV	390	402
Part V	1,387	1,335

Total City of Independence	3,157	2,898
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City Of Maple Plain

Criminal	85	45
Traffic	409	332
Part III	32	19
Part IV	261	267
Part V	684	618

Total City Of Maple Plain	1,471	1,281
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Grand Total Both Cities	4,628	4,179
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TZD	58	160
Other ICRS	138	293
Total ICR Reports	4,824	4,632

How Received

Fax	125	102
In Person	222	187
Mail	23	11
Other	15	12
Phone	397	348
Radio	1,907	1,894
Visual	1,907	1,580
Email	286	219
Lobby Walk In	85	279
Total	4,824	4,632

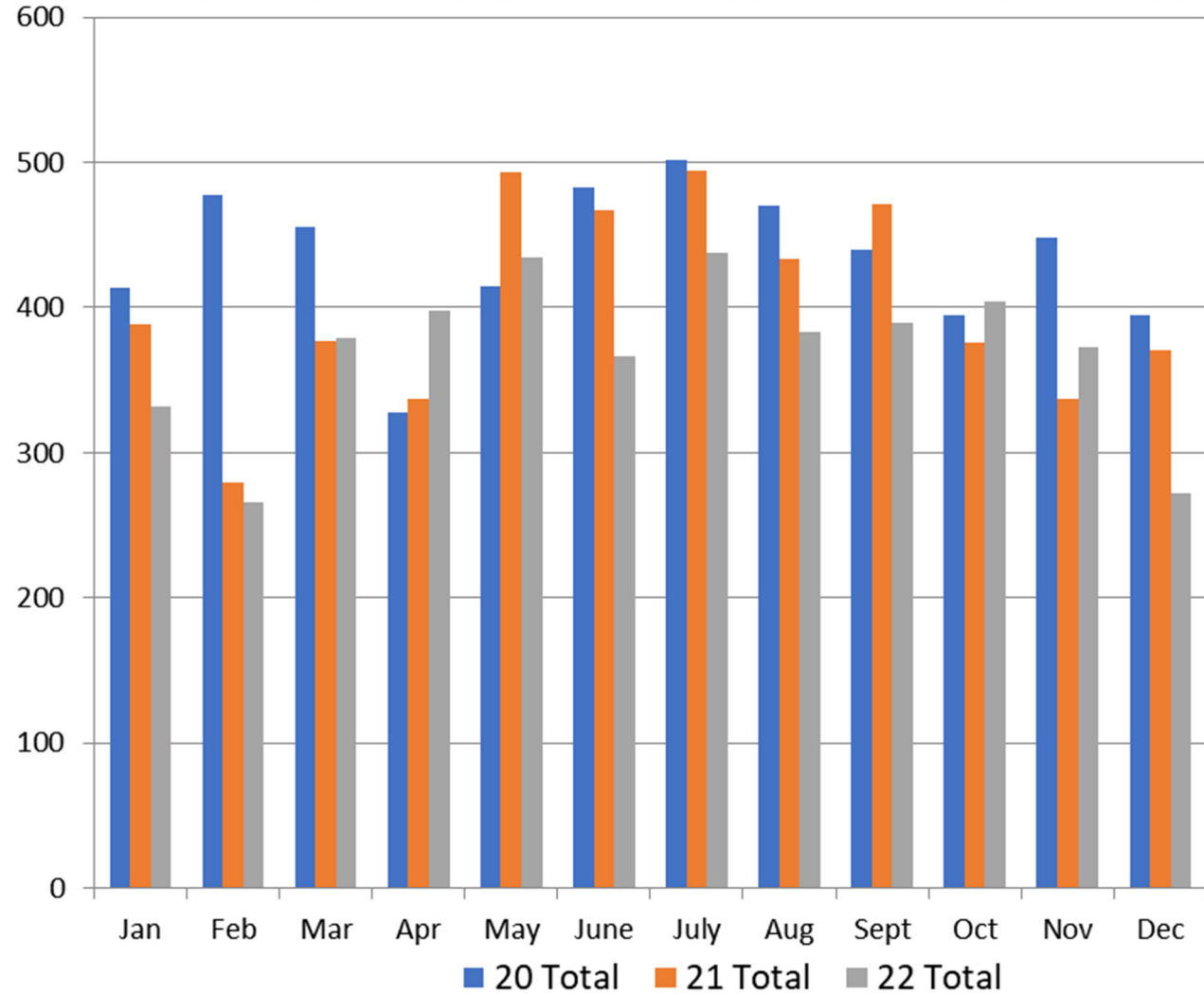


WEST HENNEPIN PUBLIC SAFETY



2020-2022 Call Activity Report

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



West Hennepin Public Safety Department call activity per month for the past three years, 2020-2022



WEST HENNEPIN PUBLIC SAFETY



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WEST HENNEPIN PUBLIC SAFETY



DIRECTOR'S MESSAGE

As Director of Public Safety for the West Hennepin Public Safety Department, it is my honor and privilege to submit the 2022 Annual Report.

Construction continued on Highway 12 in 2022. I am proud to report the most dangerous intersection on Highway 12 was completed in October and is providing a safe and efficient controlled intersection at County Road 92. We want to thank our citizens for their patience and understanding during construction of this much needed safety improvement on Highway 12. By working together, we are improving the safety along Highway 12.

2022 was a challenging year as we were short staffed in our patrol division for most of the year. West Hennepin officers stepped up and worked many additional hours to keep the citizens protected and without any service interruptions for the year.

**Director of Public Safety
Gary Kroells**

In late summer of 2022, the City of Independence constructed a public safety storage facility for heated storage of our patrol squads and public works equipment, along with a workout room for our officers to improve their physical and mental health. Additionally, North Memorial Health signed a long-term contract to provide an ambulance facility inside the new building. The addition of this ambulance facility has improved response times and service to our citizens with emergency medical needs.

In 2022, the West Hennepin Public Safety Department advanced our investigative technology by partnering with Flock Safety to add two automatic license plate readers (ALPR) on Highway 12. These ALPRs have been vital in our investigations and have assisted in several arrests involving stolen vehicles in our communities.



Ribbon cutting for the new public safety storage facility

The West Hennepin Public Safety Department remains strong and committed to our citizens. Together, we will work through any emergency as we have done so many times in the past.

As your Chief of Police, I welcome all of you to speak with me about any concerns or questions you may have. My door is always open for you and I can be reached directly at (763) 479-0500 or by emailing me at gkroells@westhennepin.com.



WEST HENNEPIN PUBLIC SAFETY

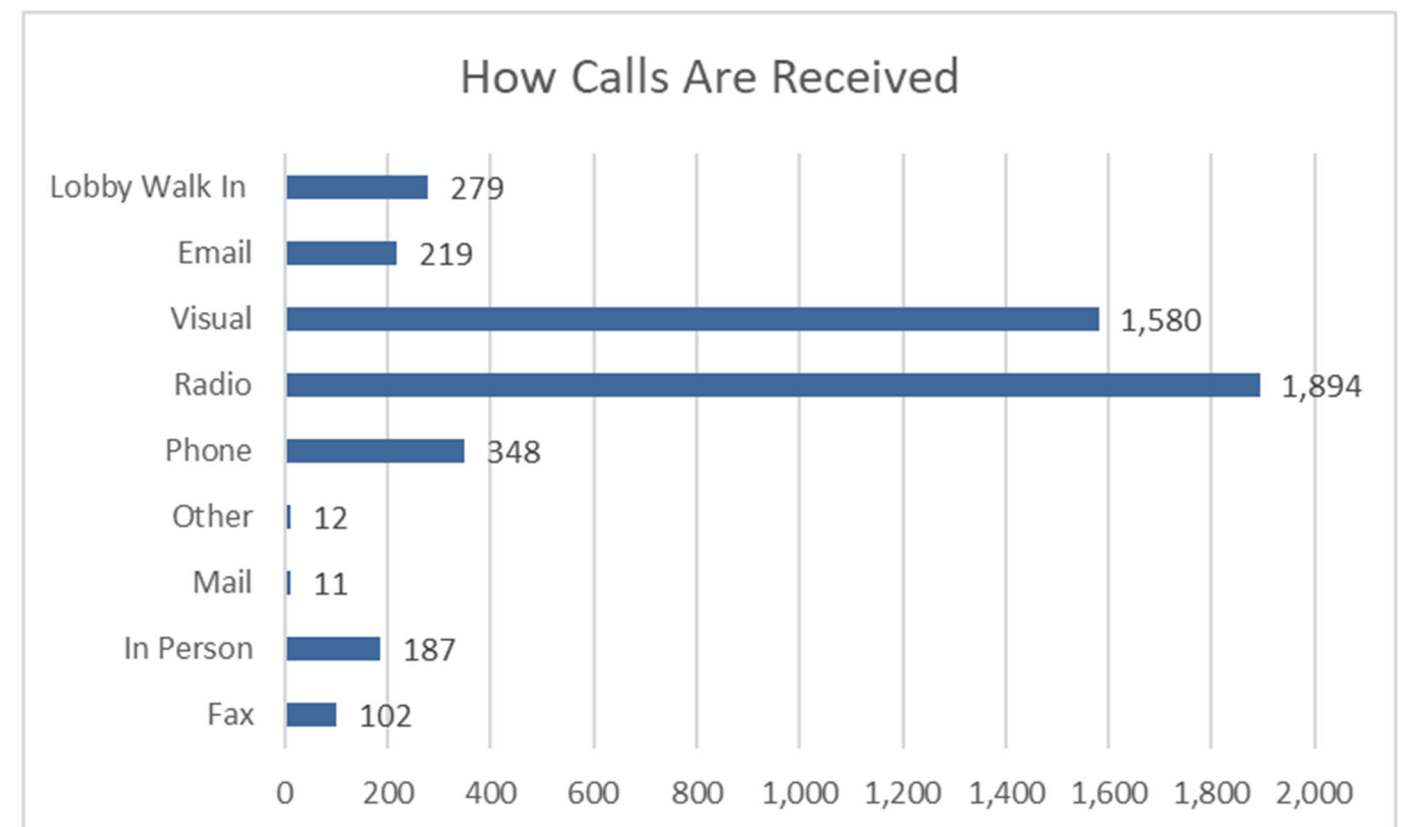


2022 ACTIVITY REPORT

In 2022, the West Hennepin Public Safety Department handled 4,179 incident complaint reports for the cities of Independence and Maple Plain, with 2,898 incidents occurring in Independence and 1,281 occurring in Maple Plain.

Incident complaint reports include:

- **1,463 Traffic Stops and Traffic related offenses**
- **117 Criminal Investigations**
- **77 Property Damage Crashes**
- **22 DWI Arrests**
- **6 Personal Injury Crashes**
- **0 Fatality Crashes**



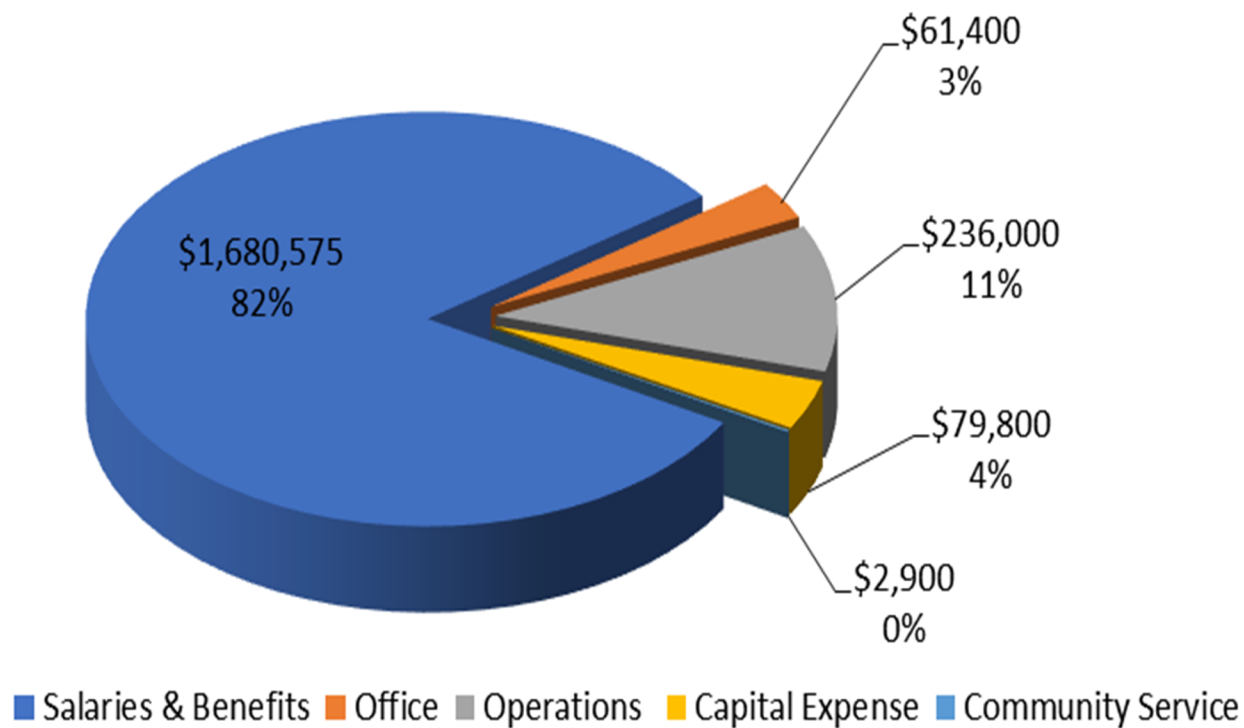


WEST HENNEPIN PUBLIC SAFETY



FINANCIAL SUMMARY: 2022 BUDGET

2022 Budget Total \$2,090,756



The personnel section accounts for 82% of the overall budget. It includes health and dental benefits, overtime, PERA contributions and medical disability insurance that West Hennepin is mandated to pay. The remaining funds are allocated to office supplies, police department operating costs, capital expenses and community service programs.



WEST HENNEPIN PUBLIC SAFETY



LAW ENFORCEMENT TRAINING

The Minnesota POST board annually requires officers to obtain training hours in different categories. These training sessions go towards the continuing education credits officers need to keep their Peace Officers License active in the State of Minnesota.



CERTIFIED CRIME FIGHTER

Sergeant Rick Denneson
Use of Force Instructor

In 2022, our department started using a program called Certified Crime Fighter, a cloud-based law enforcement training compliance system. This program allows us to quickly and efficiently track and record officers' training classes. It also helps us track and ensure our officers have completed the mandated training and that each officer earns the required credits for their license renewal.

Whether the training is in-house - such as our annual use of force refresher or one of our six department shoots - or an outside class that officers may attend on understanding autism or medical first aid, our new program will help us track and maintain training records 24 hours a day, seven days a week. The program also sends notifications to officers when courses are assigned, pending, completed, or failing compliance.

We submit a reimbursement request to the POST board each year for money spent on training officers. The Certified Crime Fighter program helps us prepare the necessary reports for reimbursement monies from the state. It will help us by cutting training records maintenance time in half, ensuring officers are in compliance with the required training they need to complete and is easily viewable by command staff to see who will need what training in the upcoming year—another piece of technology to help us stay efficient and on track.



WEST HENNEPIN PUBLIC SAFETY

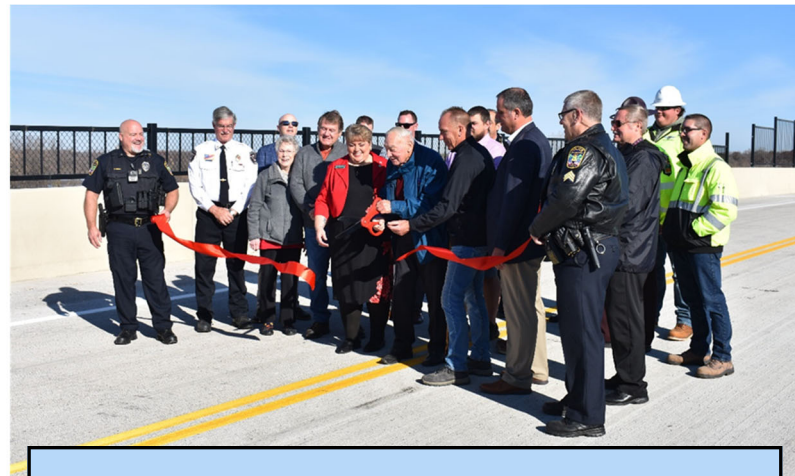


HIGHWAY 12 SAFETY COALITION

I am proud to report that Highway 12 reopened for a final time on October 31, 2022. Completing the final stages of construction along Highway 12 provides much-needed and long-overdue safety improvements at County Road 92. This project included an overpass of County Road 92 over Highway 12 and the BNSF railroad, along with adding a round-a-bout onto Highway 12 at County Road 92.

After many years of waiting, County Road 92 at Highway 12 is a controlled intersection, which has created safer access to Highway 12. The intersection officially reopened on October 31 with a ribbon-cutting ceremony on the bridge over Highway 12.

**Director of Public Safety
Gary Kroells**



Ribbon cutting on October 31st for the reopening of Highway 12 at County Road 92

The West Hennepin Public Safety Department will continue to be your voice and stand with you to improve the safety of Highway 12. Our top priority remains the safety and protection of people traveling on Highway 12.



Aerial views of the redesigned intersection, round-a-bout, and County Road 92 overpass at Highway 12

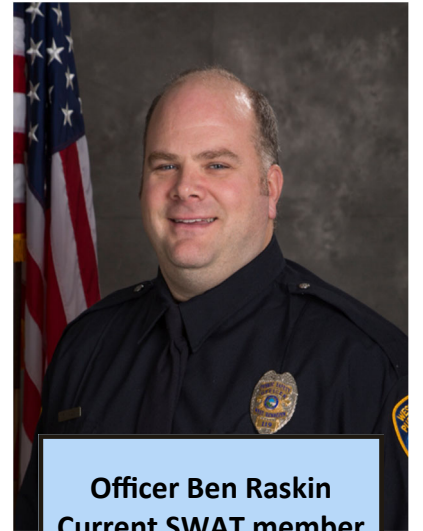


WEST HENNEPIN PUBLIC SAFETY



LAKE MINNETONKA SWAT TEAM

West Hennepin Public Safety (WHPS) is a member of the Lake Minnetonka SWAT Team, a multi-agency SWAT team. It was formed in 2008 by West Hennepin Public Safety, South Lake Minnetonka Public Safety, Orono Police Department, Minnetrista Police Department, and Wayzata Police Department. The team consists of eighteen members and WHPS has two officers on it. The SWAT Team trains regularly: learning new



**Officer Ben Raskin
Current SWAT member**

**Officer Josh Brozek
Current SWAT member**

techniques, devices, tools, and tactics to handle high-risk situations. They also assist other SWAT teams on mutual aid agreements. WHPS is thankful to participate in a unit like this that could not be funded by a single department.

Lake Minnetonka SWAT team participates in a yearly training at Camp Ripley where teams from throughout the state come together to train. Every year, three teams are chosen to host the training and those teams are responsible for organizing the training and coordinating with each team for scheduling. The scenarios are larger-based scenarios that often include multiple buildings and ten or more actors. This training helps teams practice large-scale incidents where team security and scene safety are a concern.

The trainings can include many different variables from large-scale active shooters, armored vehicle training/course work, hostage rescue, large crowd control during a critical incident and much more. The training is vital in preparing teams for large-scale incidents that many teams are not able to train for during their monthly training.





WEST HENNEPIN PUBLIC SAFETY



WEST COMMAND MOBILE FIELD FORCE

Sergeant Rick Denneson
Mobile Field Force

Sergeant Jon Howes
Mobile Field Force

Officer Cody Thompson
Mobile Field Force

The West Command Mobile Field Force (WCMFF) is made up of representative officers from 27 suburban law enforcement agencies in suburban Hennepin County. The mission of this collaborative team is to provide a rapid deployment of highly trained law enforcement personnel to preserve life, ensure public safety, protect property, and maintain quality of life throughout Greater Hennepin County. This team of officers, and all of the agencies they represent, are very committed to working hard to protect lawful first amendment protests and demonstrations, while ensuring those gatherings remain non-violent and safe for those in attendance.



WCMFF is a specially trained team of officers capable of responding to incidents of member agencies in which large numbers of people require management for public safety reasons and to protect First Amendment rights and peaceful protesting.

West Hennepin Public Safety has committed three officers to West Command Mobile Field Force Platoon 6 with Sgt. Rick Denneson assigned as Squad Leader and Officer Cody Thompson and Sgt. Jon Howes as operators.



WEST HENNEPIN PUBLIC SAFETY



TRAFFIC ENFORCEMENT

Traffic enforcement has always been a priority of West Hennepin Public Safety. Before the creation of the West Hennepin Public Safety Department (WHPSD) in 1979, traffic safety was not consistent, resulting in an overwhelming number of severe crashes and deaths on the roadways. Traffic enforcement and traffic safety at a local level are two reasons for having our own police department.

The WHPSD has always been a leader in traffic enforcement and traffic safety. We have participated in many traffic safety-related programs, such as the federally funded Safe & Sober program, now known as the Towards Zero Deaths (TZD) program, where through a federal grant, our department receives money to fund traffic enforcement shifts that officers work outside of their regular duties. These shifts focus on DWIs, speeding, seatbelts, and distracted driving, which are the leading factors that cause crashes. Statistics show that alcohol is a factor in just over 30% of fatal crashes.

We regularly work with our neighboring departments involved in the TZD grant to do "high visibility" enforcement. Several cars will saturate an area with a known problem or where we have received several driving complaints. Each weekend in Hennepin County, a police department hosts a TZD shift to focus enforcement on impaired driving. West Hennepin hosts one of these in our area about four times yearly. A TZD enforcement shift can bring 4-8 additional patrol cars to our communities to look for impaired drivers.

Sergeant Rick Denneson
Patrol Sergeant

Traffic safety education is one of the 4 E's in traffic safety – enforcement, engineering, EMS, and education. Over the years, West Hennepin Public Safety has been involved in several types of traffic safety education. We have done child seat safety education for parents in Orono, Watertown, and Delano schools, talking with parents about proper child safety seat use. Our Citizens Academy also highlights both traffic safety and DWI enforcement every year. Our department regularly speaks to new drivers in the Delano school district as part of their driver's education program. We also participate twice each school year in the Orono High School Forensics Day for traffic safety education. We have also spoken to several civic groups that invited us to discuss traffic safety issues.

Our department has three portable speed display signs. These signs are deployed in areas where we have found an issue with speeding vehicles or have received several complaints of speeders from area residents. The signs can be mounted on a speed limit sign, giving a driver an immediate indicator of their speed. They also record data on how many vehicles pass by, the speed of each one, and what time of day they are going by. Not only do they educate the driver immediately as to their speed, but it also helps us deploy officers during the peak problem times to provide enforcement.



In 2020, Minnesota saw some of the highest totals of fatal crashes in 15 years. Since then, they have slowly been coming down again, mainly due to officers being diligent about traffic enforcement and education. But ultimately, each driver must take responsibility for their driving.

The 5th E in traffic safety is Everyone. Traffic enforcement is something that the West Hennepin Public Safety Department will not let off the throttle on!



WEST HENNEPIN PUBLIC SAFETY



INVESTIGATOR'S REPORT—CASES OF INTEREST

The West Hennepin Public Safety Department strives to provide career development for its officers. Part of this process is to rotate the investigator position between experienced patrol officers every two to three years.

Officer Lance Zilles was assigned to investigations in 2020. He has been with West Hennepin Public Safety for eight years. Prior to this, Officer Zilles had a year filled with investigating internet scams, phone scams, thefts, child protection reports, adult protection reports, burglaries, domestics assaults and much more.

In 2022, Investigator Zilles reviewed, followed up and submitted 31 criminal cases for charging. Investigator Zilles provided assistance on hundreds of other reports and cases taken by patrol officers.

Officer Lance Zilles
Investigator



CRIME SCENE DO NOT CROSS



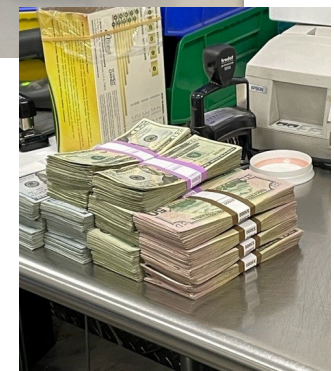
WEST HENNEPIN PUBLIC SAFETY



WEST METRO DRUG TASK FORCE (WMDTF)

2022 was very productive for the West Metro Drug Task Force (WMDTF). The WMDTF seized 71.5 pounds of cocaine, 93.35 pounds of crystal methamphetamine, 216.5 pounds of marijuana, and 84 guns.

The pictures below are from significant search warrants that were executed.





WEST HENNEPIN PUBLIC SAFETY



WEST METRO DRUG TASK FORCE (WMDTF)

The West Metro Drug Task Force (WMDTF) is a joint task force created to combat narcotics in western Hennepin County and the Twin Cities metro area. The WMDTF was established in 2003 with the cooperation of West Hennepin Public Safety, Medina Police Department, Minnetrista Public Safety, Orono Police Department and the Hennepin County Sheriff's Office. There are currently six agents assigned to the task force, which investigates narcotics-related criminal matters. Each member agency has at least one officer designated to the task force. A drug task force agent conducts long-term complex investigations, drafts and executes search warrants, conducts undercover operations and assists local law enforcement with critical incidents.

Officer Josh Brozek
West Metro Drug Task
Force Agent



- West Metro Drug Task Force Agencies:**
- West Hennepin Public Safety Department
 - Medina Police Department
 - Minnetrista Public Safety Department
 - Orono Police Department
 - Hennepin County Sheriff's Office



WEST HENNEPIN PUBLIC SAFETY



INVESTIGATOR'S REPORT—CASES OF INTEREST

In May of 2022, West Hennepin Public Safety (WHPS) patrol officers received a call for service around 2:45 a.m. regarding a 6-year-old child not breathing. Officers arrived and provided medical aid to the child, who was later pronounced deceased at the scene. Investigator Zilles responded to the scene, and a death investigation was underway.

After interviewing all the family members living in the home, Investigator Zilles learned that the parents of the six-year-old were known narcotics users, and they believed the child accidentally ingested some of their narcotics.

Investigator Zilles obtained a search warrant, and officers searched the residence. Officers located multiple items of drug paraphernalia, and a key piece of evidence was a rolled-up dollar bill. An unknown person had previously used the dollar bill to smoke fentanyl-laced heroin.

Investigator Zilles sent the dollar bill to the Minnesota Bureau of Criminal Apprehension (BCA) to test for the victim's DNA, which revealed his saliva was on it and he had been chewing on it.

The toxicology report from the Hennepin County Medical Examiner's Office indicated the victim died due to acute fentanyl toxicity. Investigator Zilles submitted the case to the Hennepin County Attorney's Office and they have charged her with 2nd-degree manslaughter. The case is currently in the Hennepin County court system.





WEST HENNEPIN PUBLIC SAFETY



INVESTIGATOR'S REPORT—CASES OF INTEREST

In August of 2022, West Hennepin Patrol Officer Anderson and Investigator Zilles received a call for service regarding a suspicious male in the City of Independence. The unidentified male was reportedly walking around the homeowner's property with a suitcase and had entered the residence.

As the officers responded, the Hennepin County 911 Division advised that the suspect was now in a truck belonging to the homeowner's husband and driving away. Officer Anderson and Investigator Zilles arrived and located the suspect in the stolen vehicle near the end of the dirt road attempting to leave. Officer Anderson and Investigator Zilles blocked the end of the driveway and initiated a felony traffic stop.

The suspect complied with the officers' commands and was taken into custody. Investigator Zilles conducted interviews with the suspect and homeowners. The suspect stated he worked for the CIA and was on an undercover mission. The male said he had an earpiece, and "they" told him what to do on his covert mission. The homeowner stated she did not know the person on her property and that he had also gone into the basement of her house, verified by video on her cameras.



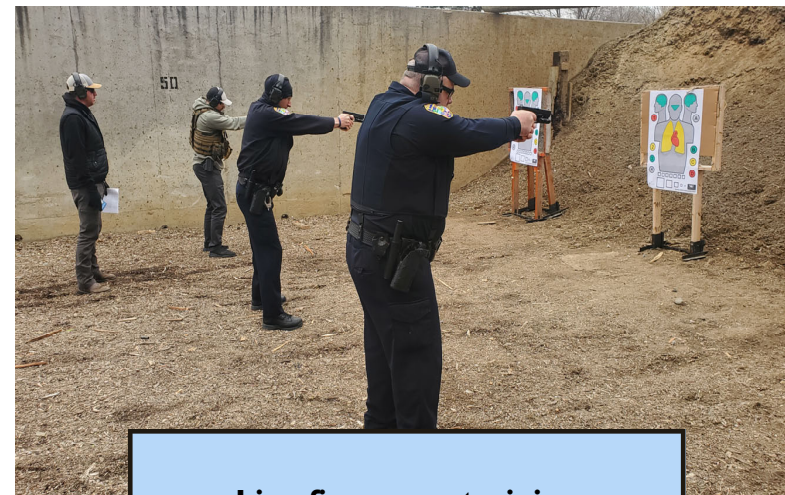
The officers determined the suspect was suffering from a mental health crisis and was ultimately arrested and charged with motor vehicle theft and criminal trespassing. By arresting the suspect on the listed charges, he was also able to get help for his mental health. The criminal case is still pending.



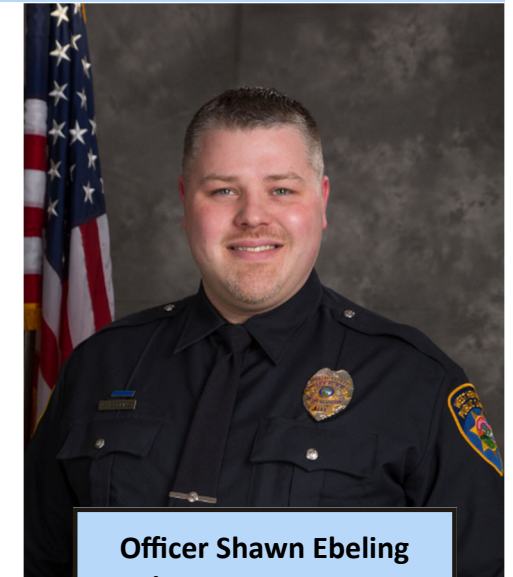
WEST HENNEPIN PUBLIC SAFETY



USE OF FORCE—FIREARMS TRAINING



Live-fire range training



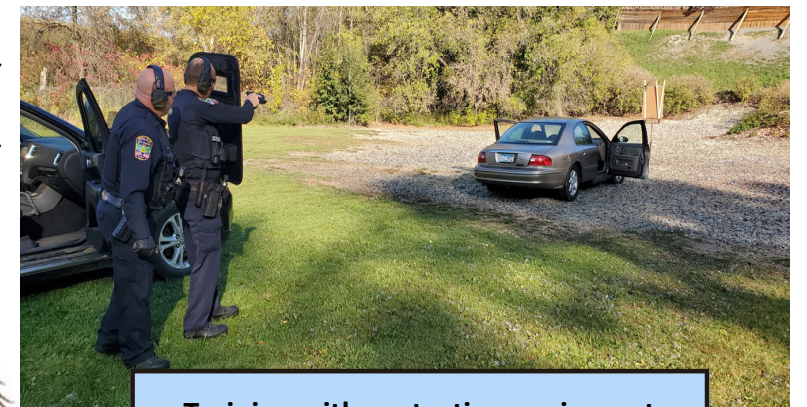
Officer Shawn Ebeling
Firearms Instructor

Officers spend one full range day training yearly in low-light / no-light conditions and inclement weather as we serve our community 24 hours a day. Training in these conditions provides our officers with valuable experience in less-than-optimal light conditions. It forces them to utilize all their tools, including several light sources and tactical approaches to operate effectively in night and inclement weather situations.

Officers also train with protective equipment such as masks, ballistic shields, and body armor. Varying scenarios require officers to utilize various combinations of tools and equipment to ensure their and the public's safety and mitigate injury.

We would also like to thank the Delano Sportsmen's Club for their continued support and cooperation with us by providing access to their range.

DELANOSPORTSMENSClub.COM
OFFICIAL WEBSITE OF THE DELANO SPORTSMEN'S CLUB



Training with protective equipment



WEST HENNEPIN PUBLIC SAFETY



USE OF FORCE—FIREARMS TRAINING

West Hennepin Public Safety (WHPS) conducts firearms and use-of-force training staggered throughout the year. We have a minimum of four live-fire firearms training sessions each year with scenario-based training to ensure officers' proficiency with weapons and their appropriate application in different situations.



Each year WHPS officers also need to complete several hours of training on use-of-force and the use of deadly force. A partnership with the League of Minnesota Cities provides additional training through a program called "Peace officer Accredited TRaining OnLine" (PATROL). It provides in-depth review and training on case law, legal aspects, and practical application of use-of-force and de-escalation methods.

**Officer Lance Zilles
Firearms Instructor**

WHPS equips each officer with several force options and training on their appropriate use. Deadly force options include a handgun and a rifle. Each officer is also equipped with chemical spray, an expandable baton, and a TASER™. Each squad car is equipped with a 40mm less-than-lethal launcher for deploying kinetic impact projectiles.

The 40mm launcher accurately launches large foam sponges, pepper spray, or distraction devices at much greater distances than previously possible, allowing officers to respond more safely to violent encounters without using lethal force and allowing more time and distance to de-escalate a volatile situation.



Inclement weather training with the 40mm launcher



WEST HENNEPIN PUBLIC SAFETY



INVESTIGATOR'S REPORT— FRAUDULENT ACTIVITY

In 2022, West Hennepin Public Safety (WHPS) took multiple calls for service regarding scams. Scams have become increasingly common and scammers are extremely smart regarding different technology platforms. Phone scammers are incredibly difficult to track and accounted for \$68.4 billion of stolen or fraudulently obtained funds in the US in 2022.

In July of 2022, Officer Anderson conducted a traffic stop on a speeding motorist in the City of Maple Plain. The elderly motorist was visibly distraught and stated he was on the phone with someone who kidnapped his grandson and the motorist needed to go to the bank to get money to pay the ransom. Officer Anderson attempted to convince the motorist that it was a scam but the male did not believe it.

Officer Anderson brought the motorist back to WHPS to meet with Investigator Zilles, who began researching the phone number and found it was an untraceable "burner phone." Investigator Zilles contacted the grandson's parents who stated he was at camp. Family members contacted the camp staff and the grandson was confirmed safe and not kidnapped. Without this traffic stop and investigation, the elderly motorist would have fallen victim to the theft of thousands of dollars.



In November of 2022, an Independence resident called WHPS to report her \$3,000 American Express gift card had been compromised and drained of the funds. The victim called American Express and the company stated there is no way to prove that she did not make the purchases, all of them made on Amazon. American Express stated they would not refund the money.

Investigator Zilles obtained a subpoena through the Hennepin County Attorney's Office and sent it to Amazon. The data supplied by Amazon indicated that unknown persons created multiple Amazon accounts in various names and the purchases shipped throughout California. This data helped substantiate that the victim did not make the purchases. WHPS gave the Amazon subpoena response data to the victim which she provided to American Express. American Express ultimately re-opened her case and fully refunded her money. Although Investigator Zilles could not track the suspects, which is very common in scams, the victim did not suffer a monetary loss.



WEST HENNEPIN PUBLIC SAFETY



RESERVE OFFICER PROGRAM

The West Hennepin Public Safety (WHPS) Reserves had another productive year in 2022. The reserves supported our communities by riding with and assisting officers and helping at community events, donating 1,001.5 hours to WHPS and the cities of Maple Plain and Independence! The ongoing service the WHPS volunteer reserve officers provide to our communities is invaluable. Using the modest value of \$24.69 per hour (national 2018 formula), that is a value of \$24,727 to our communities for a minimal cost.

Officer Ben Anderson
Reserve Coordinator

The WHPS Reserves have a variety of backgrounds and careers in their personal lives. We have reserve officers who work in non-law-enforcement professions and others who are going to school to become law enforcement officers. Regardless of your experience or career, if you are a citizen willing to volunteer your time to your communities, we encourage you to consider

becoming a WHPS Reserve Officer. We provide training and uniforms, and you get to work with some of the most remarkable people in the world!

WHPS held many training events for the reserves. They trained on our new body-worn cameras, received firearms and less-lethal exposure, taser, pepper spray, traffic control, and use of force training. The Reserves assisted with numerous community events, including the Orono Discovery Center Vehicle Fair, Maple Plain Fire Open House, Trunk or Treat, Liberty Triathlon, Tour De Tonka, Toys for Tots, and of course, View Santa.



WEST HENNEPIN PUBLIC SAFETY



PROMOTIONS AND NEW EMPLOYEES



Sergeant Jon Howes

Congratulations to Officer Jon Howes, who was promoted to Patrol Sergeant at West Hennepin Public Safety in August. Sgt. Howes has been with West Hennepin Public Safety for 17 years. During his career at West Hennepin Public Safety, he has served as a patrol officer, general investigator, and agent on the West Metro Drug Task Force from 2013 to 2017. Sgt. Howes manages the evidence room and coordinates the annual Citizens Academy. He resides locally with his two daughters.

"I have enjoyed all 17 years working at West Hennepin Public Safety and look forward to many more. I have developed lifelong memories and friendships while working with these two communities. I am excited to continue to serve the citizens of Maple Plain and Independence in this new role," said Sgt. Howes.

West Hennepin Public Safety is excited to introduce the newest member of our team, Kaylen Boeddeker, as our new Administrative Assistant. Kaylen comes from Maple Grove Police Department as a Records Management Technician. Kaylen graduated with a Law Enforcement degree from Minneapolis College and a certificate in Law Enforcement from Hennepin Technical College. Kaylen resides in Loretto with her two pups, Charlie and Hazel. Kaylen enjoys fishing and playing with her dogs in her free time.



"I'm very excited to begin my career with West Hennepin Public Safety. Being close to home and having such a supportive group of people to work with is refreshing. I can't wait to meet and interact with the City of Maple Plain and Independence staff and residents."

Chief Kroells stated, "West Hennepin is fortunate to hire a qualified candidate who values our communities and the people we serve."



WEST HENNEPIN PUBLIC SAFETY



EVENTS OF THE YEAR 2022

Chief Kroells, Reserve Schreier, Sergeant Howes and Sergeant Denneson at the Maple Plain Fire Department Open House

Sergeant Denneson and Investigator Zilles with Thank You cards from local preschool students



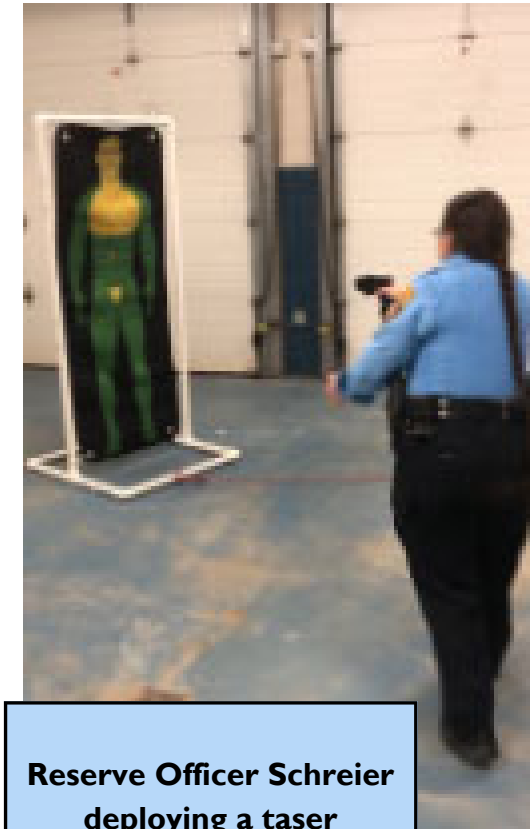
Officer Raskin and Chief Kroells at Trunk or Treat in Maple Plain



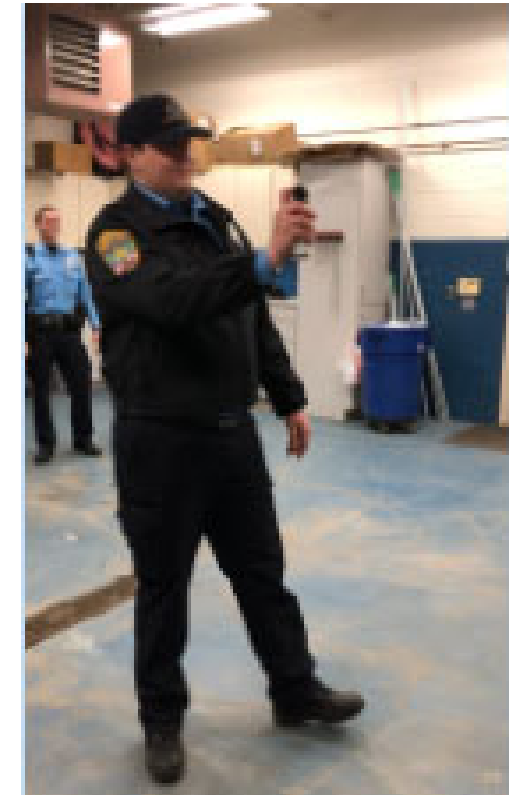
WEST HENNEPIN PUBLIC SAFETY



RESERVE OFFICERS IN ACTION



Reserve Officer Schreier deploying a taser



Reserve Officer Walters training with chemical spray



Reserve Officer Vorderbruggen at traffic control training



WEST HENNEPIN PUBLIC SAFETY



VIEW SANTA 2022



Sgt. Howes, Reserve Vorderbruggen, Officer Anderson, Reserve Schreier, Reserve Walters, and Sgt. Denneson with Santa in the Independence City Hall Atrium



View Santa returned to its usual route and its longtime traditions for the 42nd year in 2022. Santa visited with children of all ages in the atrium at Independence City Hall, and at Veterans Memorial Park and Haven Homes in Maple Plain. The reserves handed out bags of candy to children along the route and collected a trailer full of food for local food shelves. Thank you to all of our citizens that gave so generously!



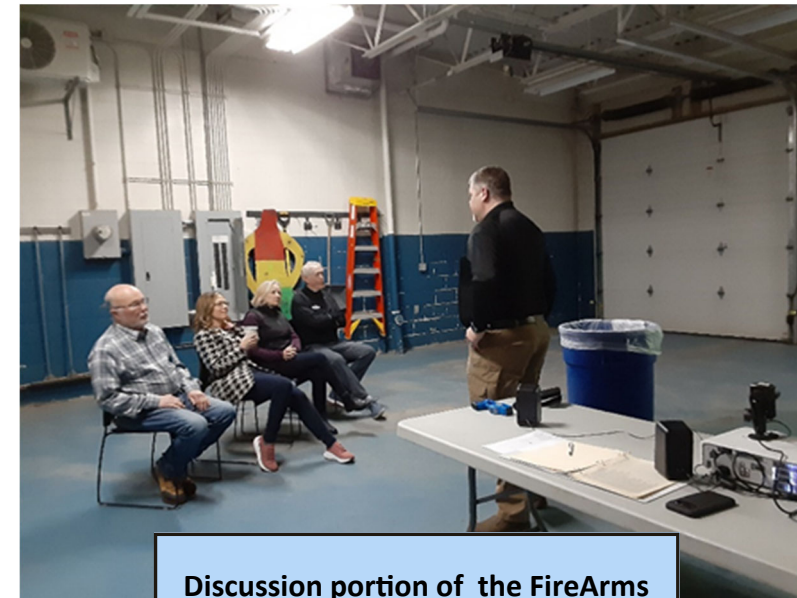
“Maple Plain and Independence residents give generously to local food shelves each year,” stated Chief Gary Kroells. “It was another exceptional year with many people coming out to see and talk with Santa despite the cold temperatures.” The police reserves collected 1,579 pounds of food and almost \$680 in cash donations for the Delano Helping Hands food shelf!



WEST HENNEPIN PUBLIC SAFETY



COMMUNITY PROGRAMS—CITIZENS POLICE ACADEMY



Discussion portion of the FireArms Training Simulator (FATS) session



Preparing for a mock traffic stop



Class of 2022



WEST HENNEPIN PUBLIC SAFETY



COMMUNITY PROGRAMS—CITIZENS POLICE ACADEMY

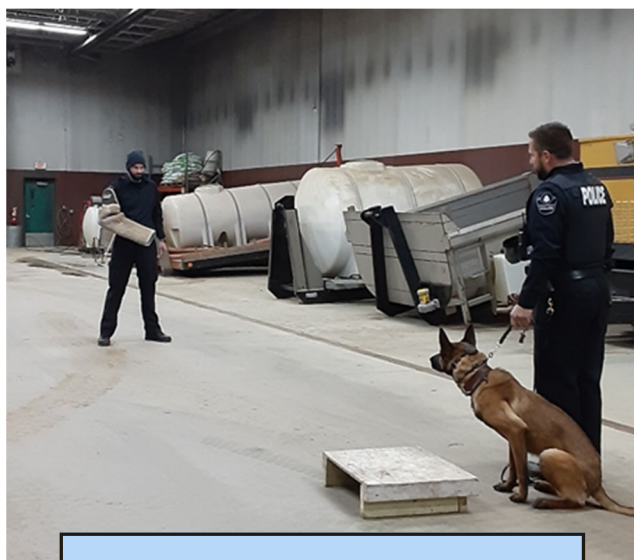
West Hennepin Citizens Police Academy

In the spring of 2022, the West Hennepin Public Safety Department held its 21st class of the Citizens Police Academy.

Twelve citizens that live or work in or around the community participated in the eight-week academy, attending one night each week to learn about the West Hennepin Public Safety Department, its officers and reserves, and their duties.

The participants learned about law enforcement topics such as use of force,

narcotics and investigations, traffic and DWI enforcement, court proceedings and K-9 officers. The participants had several opportunities to receive hands-on training in some topics. In a controlled setting, they experienced walking up to a car on a mock traffic stop and interacting with a driver. They also toured the Hennepin County 911 Dispatch Center in Plymouth and listened to one side of actual 911 calls.



Minnetonka K9 and officer/handler demonstrating K9 apprehension training

The academy is a great opportunity for community members to meet most of the West Hennepin Public Safety officers and to better understand their jobs through lectures, hands-on sessions and asking questions. Almost all of the officers take part in teaching the classes.

The Citizens academy is held annually at the West Hennepin Public Safety Department. Contact the office if you are interested in attending.



WEST HENNEPIN PUBLIC SAFETY



ADMINISTRATIVE AND RECORDS DIVISION



**Administrative Assistant
Kaylen Boeddeker**

CONTACT US
1918 County Road 90
Maple Plain, MN

Office Hours
Monday-Friday
8 a.m.-4:30 p.m.

(763) 479-0500

**For an emergency,
dial 911**

**Administrative Assistant
Kim Curtis**

The Administrative and Records Division of West Hennepin Public Safety consists of two Administrative Assistants with individual responsibilities. Kim Curtis is the administrative assistant/bookkeeper, Human Resources (HR) & benefits coordinator and recording secretary. Kaylen Boeddeker is the administrative assistant/Terminal Agency Coordinator (TAC), National Incident-Based Reporting System (NIBRS) manager, and is primarily responsible for managing the Records Division, including collecting and reporting data on crimes and the submission of state-mandated records. Together they perform various administrative and support services, including

- Assist the public on the phone and at the front window with public information requests, issuing burn permits, Permit to Purchase applications, etc.
- Department bookkeeping: payroll, HR & benefits coordination, accounts payables/receivables, maintaining financial status reports, bank account maintenance & reconciliation.
- Maintaining employee training records.
- Transcription of interviews and data entry into case files.
- Preparation of case files for criminal prosecution and court records management.
- State certified for transmitting reports to the Bureau of Criminal Apprehension (BCA).
- Preparing and transmitting monthly crime, property and arrest reports to the BCA.
- Sending weekly media reports and press releases to local newspapers.
- Maintaining records and reporting to the Office of the State Auditor for assets forfeiture programs.
- Compliance with OSHA reporting requirements.
- Storage, retrieval, and disposal of records; completing local background investigation checks.
- Collect, process, disseminate and maintain Department records in accordance with Federal and State Data Practices laws and record retention requirements.
- Criminal History Records Management.
- Updating suspense files for the Bureau of Criminal Apprehension (BCA).
- Linking criminal justice “suspense” records to the corresponding criminal history arrest records.



WEST HENNEPIN PUBLIC SAFETY

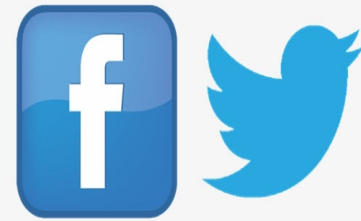


CRIME PREVENTION

West Hennepin Public Safety (WHPS) officers work extremely hard to prevent crime but we can't do it alone.

**Crime Prevention ...
Works with a Plan**

WHPS regularly receives tips from concerned citizens that may see something out of the ordinary or suspicious. We encourage you to call so we can check it out. Some of the tips we receive lead to arrests, including drunk drivers, seizure of drugs and damage to property crimes. Educating citizens with crime prevention information has assisted WHPS with making our area a better place to live, work and play!



To stay connected with our communities, WHPS utilizes social media to quickly spread information to community members so they are informed of crime alerts, law enforcement events, classes and important notifications. We currently communicate via Facebook, Twitter and Neighbors/Ring Public Safety apps. Follow us today!

Officer Thompson conducted the yearly alcohol and tobacco compliance checks by sending an underage decoy into alcohol and tobacco establishments within WHPS' jurisdiction. All nine establishments passed the compliance checks!

In 2023, WHPS will continue to offer free training on alcohol and tobacco compliance with the owners and employees of local establishments. We will be hosting two classes each calendar year, one in the spring and one in the winter at Independence City Hall.

If you have any questions, concerns, or comments, please get in touch with Officer Thompson.

**Officer Cody Thompson
Crime Prevention Coordinator**



WEST HENNEPIN PUBLIC SAFETY



COMMUNITY PROGRAMS—NIGHT TO UNITE

West Hennepin Public Safety (WHPS) participated in the Night to Unite event on August 2nd, 2022. We once again had perfect weather and an amazing turnout with our Maple Plain and Independence residents. Along with our partner in public safety (Maple Plain FD), we attended 13 parties! WHPS has been involved in the Night to Unite celebration since 2006.

Each year, we seek hosts in the City of Independence and Maple Plain to host neighborhood parties at their homes or street block. WHPS police officers, reserve officers, and Maple Plain firefighters enjoy participating in the event. If you would like to host a party in 2023, please reach out to Officer Raskin or contact WHPS.

We look forward to gathering once again in 2023. Mark your calendars for Tuesday, August 1st.

**Officer Cody Thompson
Night to Unite Coordinator**



Police/Fire and residents in the 2022 Night to Unite event



**JOINT POWERS AGREEMENT
BETWEEN HENNEPIN COUNTY
AND THE WEST HENNEPIN PUBLIC SAFETY**

This Joint Powers Agreement (“Agreement”) is made and entered into by and between the County of Hennepin, Minnesota (“COUNTY”) on behalf of its Human Services and Public Health Department (“HSPHD”) and on behalf of its Sheriff’s Office (“HCSO”), 300 South Sixth Street, Minneapolis, Minnesota 55487 and West Hennepin Public Safety, 1918 County Road 90, Maple Plain, Minnesota 55359, (“POLICE DEPARTMENT”) pursuant to the authority conferred upon them by Minn. Stat. § 471.59. COUNTY and POLICE DEPARTMENT are also referred to herein as the “parties.”

WHEREAS, COUNTY is a political subdivision of the State of Minnesota and its Human Services and Public Health Department and Sheriff’s Office are empowered to provide general and emergency public services that support and protect the physical, mental and behavioral health of individuals in Hennepin County; and

WHEREAS, POLICE DEPARTMENT is a political subdivision of the State of Minnesota and its Police Department is empowered to provide general and emergency public services, including “911” dispatch services in a manner that supports and protects the physical, mental and behavioral health of individuals in Hennepin County; and

WHEREAS, the parties desire to jointly and cooperatively coordinate their expertise and delivery of services to further the interests of providing 911 dispatch services in a manner that most effectively and efficiently supports and protects the physical, mental and behavioral health of individuals in Hennepin County, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and benefits realized by each party, the parties agree as follows:

1. PURPOSE

The purpose of this Agreement is to enable COUNTY to provide social work services to POLICE DEPARTMENT to further the interests of providing 911 services in a manner that most effectively and efficiently supports and protects the physical, mental and behavioral health of individuals in Hennepin County as detailed herein, and for POLICE DEPARTMENT to secure such services from COUNTY and to establish the terms on which such services shall be provided.

2. PROJECT/PROGRAM

The parties shall cooperate and collaborate to develop and perform services associated with the 911 Embedded Social Worker Pilot Program (the “Program”), as further described and outlined in EXHIBIT A: Description of Services.

3. TERM OF THE AGREEMENT

The term of this Agreement shall be from March 1, 2023, through December 31, 2024, unless terminated earlier in accordance with the Cancellation provision of this Agreement.

4. CONSIDERATION

The parties expressly agree that neither party shall pay the other any amount hereunder. Each party agrees that the mutual undertakings set forth herein are good and valuable consideration, the receipt and sufficiency of which is acknowledged.

Further, the parties expressly agree that neither this Agreement nor either party's performance hereunder obligates or commits either party to enter a subsequent contract or engagement with the other.

5. LIABILITY AND NOTICE

A. Each party shall be liable for its own acts and the results thereof to the extent provided by law and, further, each party shall defend, indemnify, and hold harmless each other (including their present and former officials, officers, agents, employees, volunteers, and subcontractors), from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from any act or omission of the party, anyone directly or indirectly employed by it, and/or anyone for whose acts and/or omissions it may be liable, in the performance or failure to perform its obligations under this Agreement. The provisions of Minnesota Statutes, Chapter 466 shall apply to any tort claims brought against COUNTY and/or POLICE DEPARTMENT as a result of this Agreement.

B. To the fullest extent permitted by law, action by the parties to this Agreement is intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, as set forth in Minnesota Statutes, section 471.59, subdivision 1a(a), provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party to this Agreement except to the extent they have agreed in writing to be responsible for the acts or omissions of the other party. The total liability for the parties shall not be added together to exceed the limits on governmental liability for a single governmental unit.

C. Duty to Notify: Each party shall promptly notify the other party of any actual or suspected claim, action, cause of action, administrative action, criminal arrest, criminal charge, or litigation brought against the party, its present and former officials, officers, agents, employees, volunteers, and subcontractors which arises out of this Agreement.

6. INSURANCE

Each party warrants that it has a purchased insurance or a self-insurance program sufficient to meet its liability obligations and, at a minimum, to meet the maximum liability limits of

Minnesota Statutes Chapter 466. This provision shall not be construed as a waiver of any immunity from liability under Chapter 466 or any other applicable law.

7. INDEPENDENT PARTIES

Notwithstanding any other formal, written agreements or contracts which may exist between COUNTY and POLICE DEPARTMENT, nothing is intended or should be construed in any manner as creating or establishing the relationship of partners between the parties hereto or as constituting either party as the agent, representative, or employee of the other for any purpose or in any manner whatsoever. Each party is to be and shall remain an independent contractor with respect to all services performed under this Agreement. Each party will secure at its own expense all personnel required in performing services under this Agreement. Any personnel of a party or other persons engaged in the performance of any work or services required by that party shall have no contractual relationship with the other party and will not be considered employees of the other party. Neither party shall be responsible for any claims related to or on behalf of any of the other party's personnel, including without limitation, claims that arise out of employment or alleged employment under the Minnesota Unemployment Insurance Law (Minnesota Statutes Chapter 268) or the Minnesota Workers' Compensation Act (Minnesota Statutes Chapter 176), or claims of discrimination arising out of state, local, or federal law, against the party, its officers, agents, contractors, or employees. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind from the other party, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, workers' compensation, unemployment compensation, disability, severance pay, and retirement benefits.

8. NONDISCRIMINATION

In accordance with COUNTY's policies against discrimination, the parties shall not exclude any person from full employment rights or participation in, or the benefits of, any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, or national origin; and no person who is protected by applicable federal or state laws against discrimination shall be otherwise subjected to discrimination.

9. NO THIRD PARTY BENEFICIARY

Except as herein specifically provided, no other person, customer, employee, or invitee of either party or any other third party shall be deemed to be a third party beneficiary of any of the provisions herein.

10. DATA

COUNTY and POLICE DEPARTMENT, their officers, agents, owners, partners, employees, volunteers and subcontractors, shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and all other applicable state and federal law, rules, regulations and orders relating to data privacy, confidentiality, disclosure of information, medical records or other health and enrollment information, and as any of the

same may be amended, as well as the data and data sharing provisions set forth in Exhibit A. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

11. RECORDS – AVAILABILITY/ACCESS

Subject to the requirements of Minnesota Statutes section 16C.05, subd. 5, the parties, the State Auditor, or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., of the parties which are pertinent to the accounting practices and procedures of the parties and involve transactions relating to this Agreement. The parties shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its expiration, cancellation or termination.

12. MERGER, MODIFICATION, AND SEVERABILITY

- A. The entire understanding between the parties is contained herein and supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- B. Any alterations, variations or modifications of the provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties. Except as expressly provided, the substantive legal terms contained in this Agreement including but not limited to Indemnification; Liability and Notice; Merger, Modification and Severability; Default and Cancellation/Termination or Minnesota Law Governs may not be altered, varied, modified or waived by any change order, implementation plan, scope of work, development specification or other development process or document.
- C. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

13. DEFAULT AND CANCELLATION/TERMINATION

- A. If either party fails to perform any of the provisions of this Agreement, fails to administer the work so as to endanger the performance of the Agreement or otherwise breaches or fails to comply with any of the terms of this Agreement, it shall be in default. Unless the party's default is excused in writing by the non-defaulting party, the non-defaulting party may upon written notice immediately cancel or terminate this Agreement in its entirety.
- B. This Agreement may be canceled/terminated with or without cause by either party upon thirty (30) days written notice. Either party may immediately cancel or terminate this Agreement if the terminating party determines that the health and welfare of a member of the public is at risk. Upon cancellation/termination, property or surplus money acquired as a result of the operation of this Agreement shall be distributed to the parties in proportion to contributions of the parties.

- C. Either party's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
- D. The above remedies shall be in addition to any other right or remedy available to either party under this Agreement, law, statute, rule, and/or equity.

14. NOTICES

Unless the parties otherwise agree in writing, any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to COUNTY shall be sent to the County Administrator at the address given in the opening paragraph of this Agreement with copies to HSPHD and HCSO as detailed below. Notice to POLICE DEPARTMENT shall be sent to the address below.

HSPHD:

Leah Kaiser
Director of Behavioral Health and Justice Strategies
Hennepin County Human Services and Public Health Department
300 South 6th Street
Minneapolis, Minnesota 55487

HCSO:

Tony Martin
Emergency Communications Director
Hennepin County Sheriff's Office | Emergency Communications Division
1245 Shenandoah Lane North
Plymouth, Minnesota 55447

POLICE DEPARTMENT:

Gary Kroells
Director of Public Safety
West Hennepin Police Department
1918 County Road 90
Maple Plain, Minnesota 55359

15. SURVIVAL OF PROVISIONS

Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement do survive such term, cancellation or termination. Such provisions include but are not limited to: INDEPENDENT PARTIES; LIABILITY AND NOTICE; INSURANCE; DATA; RECORDS-AVAILABILITY/ACCESS; DEFAULT AND CANCELLATION/TERMINATION; MARKETING AND PROMOTIONAL LITERATURE; and MINNESOTA LAW GOVERNS.

16. MARKETING AND PROMOTIONAL LITERATURE

POLICE DEPARTMENT agrees that the terms, “Hennepin County” “Hennepin County Human Services and Public Health Department” and ”Hennepin County Sheriff’s Office”, the name of any elected official, or any derivatives thereof, shall not be utilized in any promotional literature or advertisements of any type without the express prior written consent of COUNTY.

17. MINNESOTA LAWS GOVERN

The laws of the state of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, state of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the state of Minnesota.

(The remainder of this page intentionally left blank.)

DRAFT

The parties hereto agree to be bound by the provisions set forth in this Agreement.

Reviewed for HSPHD by
the County Attorney's Office:

Date: _____

Reviewed for HCSO by
the County Attorney's Office:

Date: _____

COUNTY OF HENNEPIN
STATE OF MINNESOTA

By: _____
Chair of Its County Board

ATTEST: _____
Deputy/Clerk of County Board

Date: _____

And: _____
County Administrator

Date: _____

POLICE DEPARTMENT

By: _____
West Hennepin Police Commissioner Chair, Mayor
Date: _____

By: _____
West Hennepin Police Commissioner Vice-Chair,
Mayor

Date: _____

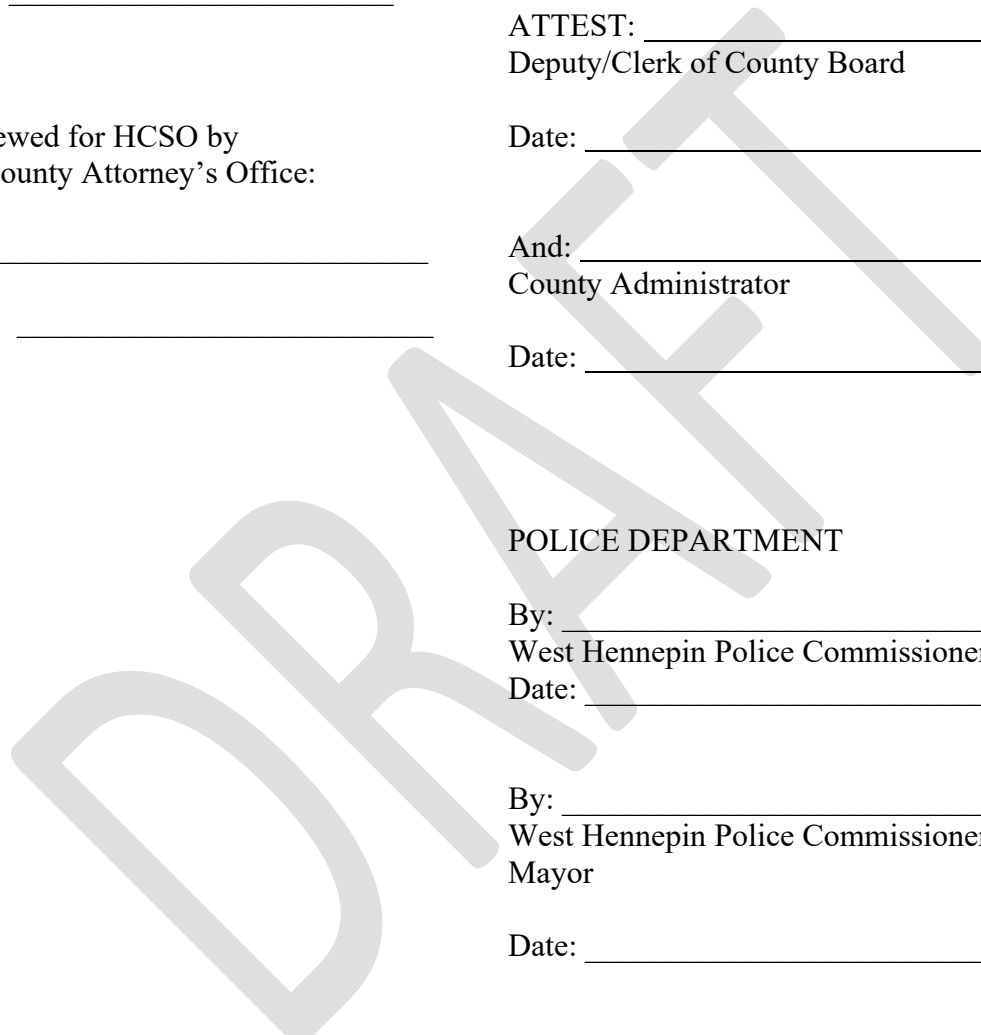


EXHIBIT A: Description of Services

Subject to the provisions in the Agreement, including but not limited to provisions regarding data and data sharing, HSPHD, HCSO, and POLICE DEPARTMENT shall cooperate and collaborate to develop and perform services associated with the Program. Unless the parties otherwise agree, the Program will be implemented in the two phases described below. The parties agree that, subject to performance and outcomes under this Agreement, additional phases may be developed, agreed upon, and implemented.

I. Program Objectives:

The parties agree to pursue the following objectives:

Objective 1: Provide social service follow up to individuals involved in mental / behavioral health related 911 calls (“Individual(s)”).

Objective 2: Decrease number of mental /behavioral health calls that have a law enforcement response.

Objective 3: Provide law enforcement officers and Individual(s) with information about community resources that may benefit Individual(s) and minimize the need for future 911 calls.

Objective 4: Decrease use of force by officers by providing officers en route to the call pertinent information from social service databases about the mental / behavioral health history of the Individual in crisis while on mental health related calls in Phase 2 of the Program.

Objective 5: Increase mental / behavioral health training for dispatchers. Mental Health training will be added to the new dispatcher training curriculum.

II. Program Overview

- A. As used herein, (i) “MBH Calls” shall mean mental / behavioral health related 911 calls or texts; (ii) “Frequent Caller” shall mean a person with 3 or more MBH Calls in the preceding 6 months; and (iii) “Program Data” shall mean aggregated and de-identified (anonymized) data reflecting the race of Individuals and disposition(s) resulting from POLICE DEPARTMENT contact with an Individual as well as the total number of the following: POLICE DEPARTMENT referrals to SSW, calls responded to by the POLICE DEPARTMENT (i.e., MBH calls), POLICE DEPARTMENT MBH Calls, MBH Calls involving weapons, and repeat calls by a Frequent Caller.

EXHIBIT A: Description of Services

- B. The SSW will follow up on Frequent Callers to HCSO Dispatch that reside in West Hennepin Public Safety's service area by phone. The SSW will connect with currently assigned county/contracted social workers, will offer support to connect with community resources and make referrals as needed.
- C. The SSW may provide information from social service databases to officers en route to 911 calls subject to compliance with all relevant law and subject to the following limitations.
1. HSPHD shall provide only:
 - a. information related only to an adult (18 years of age or older) and only where mental health is related to, or the reason for the 911 call;
 - b. the minimum necessary information to most safely respond to the emergency;
 - c. data from records within the past 10 years from the date of the 911 call; and
 - d. information sourced from county social service records and criminal justice records.
 2. HPSHD **shall not** provide any information:
 - a. from the EPIC electronic medical record system; or
 - b. regarding an Individual's treatment for substance use disorder (*See* 42 CFR Part 2 and Minn. Stat. § 13.46, subd. 2(b)); or
 - c. regarding an Individual's HIV/AIDS status.
- D. Subject to all relevant law and the foregoing limitations, the following data elements have been identified as desirable for HSPHD to provide to POLICE DEPARTMENT:
1. weapons history or history of violence against others;
 2. history of self-harm;
 3. mental health diagnosis;
 - a. HSPHD **may** share a mental health-related diagnosis with HCSO and /or POLICE DEPARTMENT if the law enforcement agency provides the name of a patient **AND** communicates that:
 - (i) the patient is currently involved in an emergency interaction with the law enforcement agency; **AND**
 - (ii) disclosure of the records is necessary to protect the health or safety of the patient or of another person. (*See* Minn. Stat. § 144.294, subd. 2; Minn. Stat. 13.46, subd. 7(c).);
 4. list of mental health medications;
 - a. history of compliance with mental health medications;
 - (i) effect of non-compliance;
 5. HSPHD **may** share non-chemical dependency/non-mental health-related information to law enforcement "if knowledge of the information is necessary to protect the health or safety of the Individual or other individuals or persons[.]" Minn. Stat. 13.46, subd. 2(a)(10).

EXHIBIT A: Description of Services

6. frequency of 911 calls;
7. behavioral history, particularly towards law enforcement;
8. preferred hospital;
9. whether a person is under civil commitment;
10. whether there is a guardianship in place;
11. summary of resources that have been exhausted before calling 911; and
12. identity of an unknown caller as determined by address/phone-number or other resources.

E. POLICE DEPARTMENT shall track Program Data.

F. HSPHD shall provide the information and data set forth in Exhibit B.

III. Parties' Responsibilities:

In addition to the responsibilities described above , the parties shall generally be responsible as follows:

IV. HSPHD Responsibilities:

- A. HSPHD shall assign Senior Social Workers (“SSWs”), and other staff as necessary, to participate in the Program. HSPHD may, in its sole discretion, reassign other staff members to serve as SSW. At all times during this Agreement, the SSW and other HSPHD staff will be COUNTY employees and be supervised by HSPHD.
- B. Every effort will be made to have Social Worker phone coverage from 9:00am to 10:00pm Monday-Friday. There will be no phone coverage on county holidays, during quarterly all-team meetings and during required staff trainings.
- C. The SSWs will provide services by phone or written communication.
- D. HSPHD shall provide the SSW’s with all equipment deemed necessary by HSPHD, which may include a cell phone and computer equipment.
- E. The SSW’s will make a reasonable attempt to answer all calls from officers in the order they are received during hours of operation. Messages left outside of the Programs hours of operation, weekends and holidays will be followed up on the next business day.
- F. Subject to applicable law as well as COUNTY policy, the SSW’s may provide short-term assistance to Individuals for calls in West Hennepin Public Safety's service area and/or referred by POLICE DEPARTMENT in order to connect the Individuals with internal and/or community resources to help meet their needs. Services will be provided in an ethical and culturally sensitive manner.
- G. During follow-up contact with Individuals, the SSW’s will make a reasonable attempt to obtain a Release of Information (ROI) signed by the Individuals served, in order to permit relevant information to be shared with POLICE DEPARTMENT.

EXHIBIT A: Description of Services

- H. HSPHD will track Program Data. The parties expressly agree that Program Data will be aggregated and/or de-identified in a manner that ensures that no individual may be directly or indirectly identified in any manner.

V. HCSO Responsibilities:

- A. Unless otherwise agreed by HSPHD and HCSO, HCSO will provide the SSW with office space and amenities, including but not limited to a desk and desk phone, at the HCSO Emergency Communications Facility at 1245 Shenandoah Lane N., Plymouth, MN.
- B. Subject to applicable law, HCSO will share with the SSW's all calls received that are coded as Mental Problem and are in the West Hennepin Public Safety's service area..
- C. Subject to applicable law, HCSO will forward all Frequent Callers to the SSW for all cities.
- D. HCSO has worked with HSPHD Social Work Unit Supervisor, Project Manager and "other police departments" from the initial pilot to develop a workflow for providing information from social service databases to officers en route to 911 calls. The workflow, including all data elements to be provided, has been approved by concerned COUNTY data and security personnel, including but not limited to HSPHD's Chief Compliance and Privacy Officer.

VI. POLICE DEPARTMENT Responsibilities:

- A. POLICE DEPARTMENT will track referrals made to the SSW's, and will track for each referral:
 - 1. whether a weapon was involved;
 - 2. whether a transportation hold was written; and
 - 2. whether the caller is a Frequent Caller.
- B. To facilitate SSW's follow-up, officers will call the SSW phone line or email a request to the designated email address. POLICE DEPARTMENT will ensure all referrals to SSW's include the following about the Individual:
 - 1. name;
 - 2. date of birth;
 - 3. address;
 - 4. telephone number; or
 - 5. as much information as possible.
- C. Officers may refer to the SSW for follow up from 911 calls that were initially not coded as Mental Problem but are later determined to have a mental / behavioral health component.

EXHIBIT B – HSPHD DATA TO POLICE DEPARTMENT

Unless the parties otherwise agree, HSPHD shall provide the following information and data to POLICE DEPARTMENT on a quarterly basis:

- A. Number of referrals to the SSW brokend down by Adult and Youth.
- B. How many referrals had Hennepin County residency and how many were non-residents.
- C. How many Individuals at the time of the referral were identified as:
 - 1. Mental Health;
 - 2. Substance Use;
 - 3. Opiod;
 - 4. Mental Health/Substance Use; and/or
 - 5. Other.
- D. The aggregate number of contacts the SSW had with Individuals as follows:
 - 1. Phone call attempts without success;
 - 2. Successful contact;
 - 3. Letters sent;
 - 4. Contact with case manager;
 - 5. Contact with other service providers; and/or
 - 6. Unable to contact (no phone/address).
- E. The aggregate number of referrals made by the SSW to each of the following
 - 1. Health services;
 - 2. Substance use treatment services;
 - 3. Case management;
 - 4. Housing;
 - 5. Asistance obtaing public assistance;
 - 6. Employment services; and/or
 - 7. Care coordination with other providers.

March 31, 2023



Minnesota Department of Revenue
Commissioner Paul Marquart
600 North Robert Street
St. Paul, MN 55146

RE: 2023 Public Safety Aid to Cities

Dear Commissioner Marquart:

Thank you for taking the time to meet with us last week to discuss the 2023 Public Safety Aid distributions regarding joint powers agreement (JPA) police departments and contracted police services in Hennepin County.

In our discussion, we are requesting JPA police agencies West Hennepin Public Safety Department, South Lake Minnetonka Public Safety and Centennial Lake Police Department be included in the 2023 Public Safety Aid to Cities. JPA police agencies are city owned and operated police departments that employ licensed police officers. This aid is vital to our police department like any other police agency currently listed on the 2023 Public Safety Aid to Cities.

As you review the 2022 Police State Aid from the Department of Revenue, you can see all three of those joint powers police agencies have been receiving state aid from the Minnesota Department of Revenue for many years. I would argue that the 2022 Police State Aid to Joint Powers police department is the same as the 2023 Public Safety Aid.

If you agree the JPA police agencies should receive the 2023 Public Safety Aid, we would request the individual agencies be placed on the 2023 Public Safety Aid list and the funding be sent directly to our police agencies vs. each city we serve.

As we continued to discuss the 2023 Public Safety Aid it was learned many police departments are providing law enforcement services to cities under a long-term police contract. These police contracts in Hennepin County all provide 24 hour, 7 days a week coverage for full-time, licensed police officers to respond to these calls for service.

Example: The Orono Police Department provides full time law enforcement services to 9,000+ residents in the City of Mound. City of Mound and Orono Police Department have a long-term contract for police services but neither receive any funding for the 9,408 residents they serve under the 2023 Public Safety Aid to Cities.

To identify which police agencies provide primary police services under a contract, I was asked to establish a list of contracted police services in Hennepin County.

*West Hennepin Public Safety Department
1918 County Road 90 / Maple Plain, Minnesota 55359
Phone: (763) 479-0500 / Fax: (763) 479-0504*

Web Address: <http://www.westhennepin.com> E-mail: westhennepin@westhennepin.com

Commissioner Paul Marquart
March 30, 2023
Page 2

Attached is a detailed list indicating which police department provides the law enforcement services to which city under a contract. Populations of each city is also included.

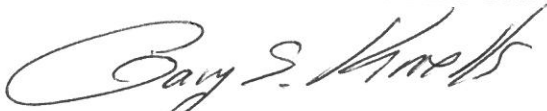
Lastly, we discussed two law enforcement agencies in Hennepin County that are not reflected on the 2023 Public Safety Aid to Cities. They are the Minneapolis Park Police and Three Rivers Park District Public Safety Department. As you can see from my attached list, over forty-five police officers are employed by Minneapolis Park Police and Three Rivers Park district Public Safety Department. These agencies provide primary law enforcement services to anyone visiting parks in Hennepin County or Minneapolis.

Thank you for taking time out of your busy day to hear our concerns with the 2023 Public Safety Aid to Cities funding formula. I am confident the Minnesota Department of Revenue will make the appropriate changes in public safety aid so the appropriate police departments providing police services to their citizens receive the aid.

If you have any questions, please feel free to contact me at (763) 479-0500.

Sincerely,

WEST HENNEPIN PUBLIC SAFETY



Gary Kroells
Director of Public Safety
Badge 101

Enc.: 2023 Police Contract Cities in Hennepin County

cc: Representative Robbins
Senator Limmer
South Lake Minnetonka Police Chief Tholen
Centennial Lakes Police Chief Mork

Joint Powers Agreement Police Departments – NOT INCLUDED in 2023 Public Safety Aid

West Hennepin Public Safety Department - Joint Powers Agreement (JPA)

JPA was established in 1979

Covers Cities of Maple Plain and Independence

Employs ten (10) full time licensed police officers

Population for Maple Plain: 2,051

Population for Independence: 3,795

Total Population: 5,846

South Lake Minnetonka Public Safety Department - Joint Powers Agreement (JPA)

JPA was established in 1953.

Covers Cities of Excelsior, Shorewood, Tonka Bay, and Greenwood.

Employs eighteen (18) full time licensed police officers

Population of Excelsior: 2,360

Population for Shorewood: 7,827

Population for Tonka Bay: 1,440

Population for Greenwood: 724

Total Population: 12,394

Centennial Lakes Police Department - Joint Powers Agreement (JPA)

JPA was established in 2000

Covers Cities of Centerville, Circle Pines and Lexington.

Employs seventeen (17) full time licensed police officers

Population for Centerville: 3,912

Population for Circle Pines: 4,974

Population for Lexington is: 2,610

Total Population: 11,496

Law Enforcement Agencies NOT INCLUDED in the 2023 Public Safety Aid

Hennepin County Three Rivers Park District Public Safety

Three River Park Police provide law enforcement services for all Three Rivers Parks

Ten (10) licensed police officers provide services for all county parks.

No residential population as they protect all visitors to the parks

Minneapolis Park and Recreation Board Police Department (Minneapolis Park Police)

Minneapolis Park Police provide law enforcement services for parks in Minneapolis.

Thirty-five (35) licensed police officers provide services for these parks

No residential population as they protect all visitors to the park

2023 Police Contract Cities in Hennepin County

Wayzata Police Department - covers City of Long Lake 24/7

Contract since 2011 and have a current contract until December 31, 2028
Population of Long Lake covered by Wayzata: 1,734 people.

Medina Police Department - covers the City of Loretto 24/7

Contract since 1994
Population of Loretto covered by Medina Police: 647

Deephaven Police Department covers City of Woodland 24/7

Contract since
Population of Woodland: 390

Orono Police Department, covers Cities of Orono, Mound, Spring Park, Minnetonka Beach 24/7

Contract with Mound started in 2013, new contract every five years until 2028.
Contract with Spring Park began in the 1970's, five-year renewal until 2027
Contract with Minnetonka Beach, began in the 1950's, five-year renewal until 2027
Mound Population: 9,408
Spring Park Population: 1,736
Minnetonka Beach population: 547

City of Minnetrista, covers City of St. Bonifacius 24/7

Contracted began in 2000, renews every ten years and is valid until 2030.
St. Bonifacius population: 2,296

Hennepin County Sheriff's Office, covers City of Greenfield 24/7

Current contract - 8 hours of dedicated coverage. The remaining 16 hours per day is covered by state law.
Population of Greenfield: 2,921



Latest on the proposed PTSD legislation

March 30, 2023

Officer wellness is at the top of this year's MCPA Legislative agenda. Specifically, we have been working on the issue of PTSD. There are bills in the House and Senate that will help provide the necessary resou funding to significantly help your agency. House File 1235 and Senate File 1959 have been heard in vari committees over the past few weeks.

These bills have two sections that address the recent PTSD trends. One section provides for treatment psychological injuries. The other section addresses the pension implications of the relatively recent inc pensions.

Because the bills have two sections, I will try to provide you with a very brief explanation of the two sect

1. PTSD Treatment and a requirement for agencies to have an Officer wellness program:

The bills require a public safety employee to attempt treatment before applying for a duty disability. The to 24 weeks of treatment with a possible extension of 8 weeks before a duty disability can be granted. 7 continue to receive full pay and benefits while participating in the treatment. The agency will be reimbu treatment and wages of the impacted employee while they are not able to perform their duties. The bills implement an officer wellness program. These sections have been worked on for over two years with st (MPPOA, LELS, and the Professional Firefighters) and employer groups (MCPA, Minnesota Sheriffs Ass League of Minnesota Cities). **All** of the stakeholder groups have been at the table to negotiate the provi and to our knowledge, they all support the treatment provisions. These changes were made with the un funding treatment would allow many of the officers and firefighters to return to full duty after successfu Those who are not able to return will still be able to obtain a duty disability pension as they are under ex

2. PERA Changes:



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as police officers or firefighters. I have described the duty disability pension as similar to an unemployed person does not work, the pension continues at the same level indefinitely, but if the person goes back to duty disability benefits are reduced commensurate with the new employment earnings. In any re-employment who is receiving a duty disability can continue earning at the same level or higher than a person still employed as a firefighter. Again, the goal of the offset is to create compensation equity with those still actively working as a firefighter and to help address a funding shortfall in the Police and Fire fund. If these changes are not implemented and unsuccessful in addressing the funding shortfall, PERA may need to increase pension contributions by 10% in the future.

Any person who is granted a full and permanent disability (this is a different level of disability than a duty disability) will receive 99% of their previous earnings. In fact, if these bills pass, a person on a full and permanent disability would receive 99% of their previous earnings, which are currently capped at 60% (tax-free with health insurance).

For more information on how the offsets work and a clarification about the duty disability reapplication process, please see the recently released statements from PERA at this link: <https://mnpera.org/legislation/>.

There has been some information sent out by other groups that are misleading. To help clear up any misinformation about these bills do and don't do, please feel free to share this information with others in your agency. For those interested, there is a PERA-specific session on Friday at 11:15: *PERA Update: Police and Fire Plan Duty Disability Trends*. I will be there to hear an in-person update.

As always, don't hesitate to contact me if you have any questions about this very important legislation.

JEFF POTTS

Executive Director

Minnesota Chiefs of Police Association





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REAPPLICATION PROCESS

- There are no changes to the reapplication process for a duty disability benefit. There will be no additional cost for the member nor is the use of an attorney necessary.
- The Bill codifies the process so that duty disability members know exactly when they must reapply.
- Currently, duty disability members must prove they remain disabled each year for the first five years after commencement of a duty disability benefit and every three years thereafter. The Bill adds this currently existing process to the statute. In the reapplication process, duty disability members only submit one supporting medical report.
- The Bill continues the requirement that a member provides evidence that they remain disabled if they are denied and file an appeal. Denials and appeals are very rare.
- The disability statute does not currently provide a procedure for waiving the reapplication process, but PERA does waive reapplication in cases where the member's physician does not anticipate improvement, the medical records support that there will be no improvement, and our medical consultant recommends a waiver. In the Bill, the waiver process is added to the statute so it will be clear that PERA may grant a waiver if our medical advisor states in writing that no improvement can be expected in the person's disabling condition.
- The reapplication process ceases when a member commences a retirement benefit.
- Continuation of coverage includes continuation of benefits (subject to offsets) and 299A health coverage, if applicable.
- The reapplication process applies to all disability benefits granted from PERA.

POLICE & FIRE DUTY DISABILITY BENEFITS

- Workers' compensation benefits will no longer offset duty disability benefits.
- If a member has no reemployment earnings, there will be no change to their duty disability benefit.
- If a member is receiving a duty disability benefit and has reemployment earnings, the current benefit offsets will be replaced with the following two offsets (see *Duty Disability Offset Example* on back page):
 - » Offset #1 is a reduction to the duty disability benefit equal to one dollar for each dollar of reemployment earnings until the offset amount is equal to 11.8% of the average salary used to determine their disability benefit (11.8% is the current active member contribution rate).
 - » Offset #2 is a reduction to the duty disability benefit equal to one dollar for each dollar that the sum of the duty disability benefit plus reemployment earnings exceed 100% of an active member's salary in a similar position.
- The minimum benefit remains the member's duty disability benefit. The offsets can never reduce a member's total compensation (duty disability benefit + reemployment earnings) below their disability benefit.
- The purpose for the offset changes are to make total compensation for disability recipients who return to work (income = disability benefit + reemployment earnings) comparable to compensation for active members (income = salary - PERA contributions).
- The net impact of the offsets ensures that duty disability recipients will have income no less than 60% of their average salary (the duty disability benefit) and no more than 100% of an active member's salary in a similar position.
- The duty disability benefit offsets cease when a member commences a retirement benefit.
- Duty disability benefits will remain non-taxable per federal law even after the member transitions from a duty disability benefit to a retirement annuity beginning in 2027.

DUTY DISABILITY OFFSET EXAMPLE

Currently if a Police & Fire member with an average salary of \$100,000 goes on duty disability, the disability benefit would be 60% of average salary (or more if they have over 20 years of service).

Suppose they then get another non-public safety job and earn \$50,000. Under current law, no offsets apply because the total benefit (\$60,000) plus reemployment earnings (\$50,000) is less than 125% of average salary for a member in a comparable position (\$125,000).

The proposed change would have two offsets:

- » Offset #1 would be \$11,800 (the current member contribution rate times \$100,000).
- » Offset #2 would be \$10,000 (\$110,000 - \$100,000).

The net result is the duty disability benefit would be $\$60,000 - \$11,800 - \$10,000 = \$38,200$. Together with reemployment earnings, the total would be \$88,200 (\$38,200 plus \$50,000).

Note: This is the same amount of an active member's \$100,000 salary less their \$11,800 member contribution to PERA.

PLEASE DIRECT QUESTIONS TO:

Doug Anderson, Executive Director: doug.anderson@mnpera.org
Amy Strenge, Policy Coordinator: amy.strenge@mnpera.org



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Legislation

2023 Legislative Session

The 2023 legislative session began on Jan. 3.

Proposed HF1234/SF1959

What is the Bill?

HF1234/SF1959, a proposed bill providing early mental health treatment for public safety members, also contains provisions related to PERA disability benefit eligibility and benefit amounts. The two main topics of the bill that have caused heightened concern are related to the reapplication process for continued disability benefits and the offset process if a Police & Fire disability recipient returns to work. We have provided additional resources to help disability recipients understand the changes that may impact their benefit.

Why are these changes being proposed?

The PERA Police & Fire Plan (“P&F Plan”) provides four types of disability benefits: Regular, Regular Total & Permanent, Duty, and Duty Total & Permanent disability benefits. Over 90% of P&F Plan disabilities are classified as Duty Disabilities. The rates of Duty Disabilities has nearly tripled in the last decade. During the period from 2015 to 2019, the Plan averaged about six disability recipients per month. In calendar year 2022 alone, the Plan averaged over 21 applications per month. The substantial



impact to the P&F Plan is an important component of the Duty Disability discussion. The current higher level of disability applications, which has stabilized, and the permanent nature of the duty disability benefits are unsustainable for the P&F Plan.

Because of this sustained trend in the number of applications, and the increasing number of younger members applying, PERA's Board commissioned a study (<https://mnpera.org/wp-content/uploads/GRS-PF-Plan-Disability-Analysis.pdf>) to determine the cost impact of the rate increase on the Plan. The study indicates that if the future disability rates are 250% higher than those from 2015-2019, the estimated annual cost of the Plan will increase by about \$40 Million per year, which is about 4% of payroll.

Without additional changes, PERA's contributions will have to increase by 4% for active members and employers (split 40% member/60% employer). This translates to a 1.6% contribution increase on active members to offset the sustained trends in disability benefits if no changes are made to PERA's disability provisions and the trend continues. The average salary in the Plan is close to \$100,000, meaning the average active member would need to contribute \$1,600 per year (\$133/month) to cover the estimated cost increase.

Please see the Disability Impact on P&F Plan Funding (<https://mnpera.org/wp-content/uploads/Disability-Impact-on-Plan-Funding.pdf>) resource for more information.

The P&F Plan consists of approximately 12,000 actives, 10,000 retirees, and 2,000 disability recipients. Solutions to pension issues often have placed the burden on active members. It is essential that we ask all members to contribute to the sustainability of the P&F Plan.

The bill was developed with input from both employee and employer stakeholder groups and the PERA-related changes were supported by PERA's Board of Trustees. HF1234 may help in two ways: (1) the number of disability benefit recipients may be reduced because of better treatment, and (2) if the necessary contribution increase is shared by all members who can work, including both active members and disability recipients, the impact on the fund will be lessened.

Reapplication Process

The Bill adds PERA's current administrative procedures regarding periodic reapplication for disability benefits to the statute. The reapplication process applies to all disability benefits granted from PERA.

It is important to note that nothing is changing with the current reapplication process in effect – this process remains the same and there are no administrative costs to you. There is no need for an attorney. The member's experience with this process will not be impacted by this proposed language. The Bill only adds to statute what we are currently doing. We are not changing what is required to be submitted. We are not changing the timing of when it is required to be submitted. And we are not trying to achieve a different result with our process. It is NOT the same process as the initial disability application. It is very different. The reapplication process is simple – we only require one supporting medical report.



Please see the Reapplication Process (<https://mnpera.org/wp-content/uploads/Reapplication-Process.pdf>) resource for more information.

Return to Work and Offsets

The Bill modifies the offset process if a P&F disability recipient returns to work. The purpose of the proposed offset language is to seek fairness and equity between disability recipients who are able to work and active members currently contributing to the P&F Plan. Disability recipients who can work will then support the health of the fund from which they benefit.

Offset #1 is the minimum of (a) 50% of reemployment earnings or (b) 11.8% of average salary multiplied by the difference between 20 and the member's years of service, divided by 55 minus the member's age at the time of disability. Please see the Understanding Offset #1 (<https://mnpera.org/wp-content/uploads/Understanding-Offset-1.pdf>) resource for more information.

Offset #2 is a reduction to the duty disability benefit equal to one dollar for each dollar that the sum of the duty disability benefit plus reemployment earnings exceed 100% of an active member's salary in a similar position. This change also aligns this offset process with other comparable Plans, such as the State Patrol Plan and PERA's Correctional Plan. Please see the Understanding Offset #2 (<https://mnpera.org/wp-content/uploads/Understanding-Offset-2.pdf>) resource for more information.

Duty Disability Recipients

PERA's handout, Impact on Current Duty Disability Recipients (<https://mnpera.org/wp-content/uploads/Impact-on-Current-Duty-Disability-Recipients.pdf>), provides information related to the reapplication process for a P&F duty disability benefit. It is important to note that nothing is changing with the current reapplication process in effect – this process remains the same and there are no additional costs to you. The document also explains changes to the offset process if you return to work that may impact your benefit amount – this process is changing, but only applicable if you return to work.

Questions

If you have any further questions on how this Bill may impact you, please contact our Member Service Center at 1.833.454.0154, or email us at benefits@mnpera.org (<mailto:benefits@mnpera.org>).

PERA is committed to ensuring a disability process that provides fair and equitable treatment among our members.

Resources

Disability Impact on P&F Plan Funding (<https://mnpera.org/wp-content/uploads/Disability-Impact-on-Plan-Funding.pdf>)



Reapplication Process (<https://mnpera.org/wp-content/uploads/Reapplication-Process.pdf>)

Understanding Offset #1 (<https://mnpera.org/wp-content/uploads/Understanding-Offset-1.pdf>)

Understanding Offset #2 (<https://mnpera.org/wp-content/uploads/Understanding-Offset-2.pdf>)

Impact on Current Duty Disability Recipients (<https://mnpera.org/wp-content/uploads/Impact-on-Current-Duty-Disability-Recipients.pdf>)

GRS P&F Plan Disability Analysis (<https://mnpera.org/wp-content/uploads/GRS-PF-Plan-Disability-Analysis.pdf>)

2022 GRS Valuation Interest Rate Letter (<https://mnpera.org/wp-content/uploads/2022-GRS-Valuation-Interest-Rate.pdf>)

2023 Session Pension/Retirement Bills

The Legislative Commission on Pensions and Retirement (LCPR) provides a website page where retirement-related bills from the House and Senate are tracked. Many proposals are introduced throughout session; however, not all are voted into law by the end of session.

You can access LCPR's bill page here: [lcpr.mn.gov/billlog](https://www.lcpr.mn.gov/billlog) (<https://www.lcpr.mn.gov/billlog.htm>)

PERA's 2023 Agenda

PERA's legislative agenda was approved by the PERA Board of Trustees at their October and December meeting.

Membership Eligibility Salary Threshold

Minn. Statute §353.01 Subd. 2a sets an annual salary threshold to determine PERA membership eligibility. Last modified in 2014, the \$425 monthly threshold was annualized to \$5,100 for local government employees and \$3,800 for school employees. The purpose of the threshold is to ensure mandatory membership for recurring and regular positions. The current annual threshold process has proved problematic for PERA, our members, and employers. PERA proposes to return to the a monthly threshold. In 2024, PERA will bring forward a recommendation to change the threshold amount after engaging and working with our stakeholder groups.

Dependent Child Survivor Benefits

Currently, PERA General, Police & Fire, and Correctional provide different dependent child benefits based upon age and student requirements. PERA's legislative initiative is to standardize the age of dependent child benefits for all PERA Plans and remove the student requirement.



Leave Purchases

The 2021 Omnibus Pension Policy bill included PERA's legislative initiative adjusting the leave purchase process for employers, members, and PERA. After process implementation, PERA recommends two additional changes.

This first change is to allow terminated members to make the purchase under the same time frame as active members. Also, to achieve consistency for members, PERA recommends that disability applicants now be allowed to purchase authorized leaves, periodic and repetitive leaves, and budgetary savings leaves authorized under Minn Stat. §353.0162. Disability applicants or recipients would be allowed to make the purchase under the same time frame as active members.

Privatization Withdrawal Liability

Eligible healthcare entities currently may privatize and discontinue participation in PERA without paying the unfunded liability attributable to their employee's benefits. The result is that upon privatization, there is a shift of costs from that employer to the remaining employers and active members. The proposed legislation requires a privatizing entity to pay a withdrawal liability for an entity's eligible active members determined using current actuarial assumptions and the plan's funding ratio from the most recent actuarial valuation.

Previous Years

2021 Legislative Agenda(<https://mnpera.org/wp-content/uploads/2021-Legislation.pdf>)

2020 Omnibus Bill(<https://mnpera.org/wp-content/uploads/2020-Omnibus.pdf>)

2020 Legislative Agenda(<https://mnpera.org/wp-content/uploads/2020-Agenda.pdf>)

2019 Board Proposals(<https://mnpera.org/wp-content/uploads/2019-Board.pdf>)

2018 Legislative Update (https://mnpera.org/wp-content/uploads/2018/06/Legislative_changes_INSERT_JULY_1.pdf)



Resources

LCPR(<https://www.lcpr.leg.mn/>)

(<https://www.facebook.com/peramn/>)

([https://twitter.com/minnesotapera?
lang=en](https://twitter.com/minnesotapera?lang=en))

PUBLIC EMPLOYEES RETIREMENT ASSOCIATION

60 Empire Drive, Suite 200 | St. Paul, MN
55103

PERA's mission is to administer and promote sustainable retirement plans and provide services that our members value.

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State of Minnesota

HOUSE OF REPRESENTATIVES

NINETY-THIRD SESSION

H. F. No. 1234

02/02/2023 Authored by Her, Frazier, Long, Hortman, Frederick and others
The bill was read for the first time and referred to the Committee on Public Safety Finance and Policy

1.1 A bill for an act
1.2 relating to labor; modifying peace officer duty disability provisions; requiring a
1.3 report; appropriating money; amending Minnesota Statutes 2022, sections
1.4 299A.465, subdivision 4; 352B.10, subdivisions 2a, 4; 352B.101; 353.031,
1.5 subdivision 1; proposing coding for new law in Minnesota Statutes, chapters 352B;
1.6 353; 626.

1.7 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.8 Section 1. Minnesota Statutes 2022, section 299A.465, subdivision 4, is amended to read:

1.9 Subd. 4. Public employer reimbursement. (a) A public employer subject to this section
1.10 may annually apply by August 1 for the preceding fiscal year to the commissioner of public
1.11 safety for reimbursement to help defray a portion of its costs of complying with this section.
1.12 Except as provided for in paragraph (b), the commissioner shall provide an equal pro-rata
1.13 share reimbursement to the public employer out of the public safety officer's benefit account
1.14 based on the availability of funds for each eligible officer, firefighter, and qualifying
1.15 dependents. Individual shares must not exceed the actual costs of providing coverage under
1.16 this section by a public employer.

1.17 (b) Beginning on January 1, 2024, a public employer is not eligible for reimbursement
1.18 under paragraph (a) unless the employer provides at least one of the following:

1.19 (1) annual wellness training to peace officers and firefighters who either are employed
1.20 or volunteer for the employer; or

1.21 (2) an employee assistance program or peer support program.

1.22 (c) Wellness training for peace officers under paragraph (b), clause (1), must incorporate
1.23 the learning objectives established by the Peace Officer Standards and Training Board under

2.1 section 626.8478. No later than February 1, 2024, the Minnesota Fire Initiative must create
2.2 a wellness training program for public employers to offer to firefighters to satisfy the
2.3 requirements of paragraph (b). Training programs established in the Hometown Heroes
2.4 Assistance Program under section 299A.477, subdivision 2, clause (4), satisfy the
2.5 requirements of paragraph (b).

2.6 Sec. 2. Minnesota Statutes 2022, section 352B.10, subdivision 2a, is amended to read:

2.7 Subd. 2a. **Applying for benefits; accrual.** No application for disability benefits shall
2.8 be made until after the last day physically on the job. The disability benefit begins to accrue
2.9 the day following the last day for which the employee is paid sick leave or annual leave but
2.10 not earlier than 180 days before the date the application is filed. A member who is terminated
2.11 must file a written application in an office of the system or with a person authorized by the
2.12 executive director. Except as otherwise specified under section 352B.102, applications must
2.13 comply with section 352.113, subdivision 2, paragraph (b).

2.14 Sec. 3. Minnesota Statutes 2022, section 352B.10, subdivision 4, is amended to read:

2.15 Subd. 4. **Proof of disability.** (a) No disability benefits may be paid unless the member
2.16 provides adequate proof to the executive director of the existence of the disability.

2.17 (b) Adequate proof of a disability must include a written expert report by a licensed
2.18 physician, an APRN, or a licensed chiropractor, or with respect to a mental impairment, by
2.19 a licensed psychologist. Adequate proof of a disability based on a psychological condition,
2.20 as defined under section 352B.102, subdivision 1, clause (6), must include the medical
2.21 reports and assessments required under section 352B.102.

2.22 (c) Following the commencement of benefit payments, the executive director has the
2.23 right, at reasonable times, to require the disability benefit recipient to submit proof of the
2.24 continuance of the disability claimed.

2.25 Sec. 4. Minnesota Statutes 2022, section 352B.101, is amended to read:

2.26 **352B.101 APPLICATION FOR DISABILITY BENEFIT.**

2.27 (a) Except as otherwise specified under section 352B.102 and paragraph (b), a member
2.28 claiming a disability benefit must file a written application for benefits in the office of the
2.29 system in a form and manner prescribed by the executive director. The member shall provide
2.30 medical or psychological evidence to support the application. The benefit begins to accrue
2.31 the day following the start of disability or the day following the last day for which the

3.1 member was paid, whichever is later, but not earlier than 180 days before the date the
3.2 application is filed with the executive director.

3.3 (b) Notwithstanding any law to the contrary, an employee, as defined in section 352B.102,
3.4 subdivision 1, clause (2), who applies for a duty disability benefit based on a psychological
3.5 condition, as defined in section 352B.102, subdivision 1, clause (6), is not eligible for duty
3.6 disability benefits under this chapter until the employee has satisfied the additional
3.7 requirements under section 352B.102.

3.8 **Sec. 5. [352B.102] DUTY DISABILITY PROCEDURE; PSYCHOLOGICAL**
3.9 **CONDITION.**

3.10 Subdivision 1. Definitions. For the purposes of this section, the following terms have
3.11 the meanings given:

3.12 (1) "mental illness" means the diagnosis of a mental illness by a mental health
3.13 professional, by meeting the criteria for a condition or conditions included in the most recent
3.14 edition of the Diagnostic and Statistical Manual of Mental Disorders published by the
3.15 American Psychiatric Association;

3.16 (2) "employee" means an individual diagnosed with a mental illness who is a:

3.17 (i) current member under section 352B.011, subdivision 10; or

3.18 (ii) former member under section 352B.011, subdivision 10, within 18 months of
3.19 termination of employment;

3.20 (3) "employing entity" means the entity that pays a state employee's salary and remits
3.21 retirement contributions;

3.22 (4) "mental health professional" has the meaning given in section 245I.02, subdivision
3.23 27;

3.24 (5) "peace officer" has the meaning given in section 299A.465, subdivision 5, paragraph
3.25 (a);

3.26 (6) "psychological condition" means a mental illness as defined in clause (1); and

3.27 (7) "treatment" includes but is not limited to active participation in the International
3.28 Association of Fire Fighters Center of Excellence for Behavioral Health Treatment and
3.29 Recovery.

4.1 Subd. 2. **Application; dual diagnosis.** (a) Notwithstanding any law to the contrary, and
4.2 except as provided in paragraph (b), the procedure in this section applies to an application
4.3 for a duty disability by an employee based on the employee's psychological condition.

4.4 (b) The additional procedure in this section does not apply to a duty disability application
4.5 under paragraph (a) that is also based on a dual diagnosis of a physical condition. An
4.6 employee with a dual diagnosis may, but is not required to, seek treatment under subdivisions
4.7 4 and 7, subject to the procedure in this section.

4.8 Subd. 3. **Initial approval.** (a) An employee who applies for duty disability under section
4.9 352B.10, subdivision 1, based on a psychological condition must first receive initial approval
4.10 under this subdivision.

4.11 (b) The executive director shall grant initial approval to an employee who submits, in
4.12 the form and manner specified by the executive director:

4.13 (1) one report by a mental health professional diagnosing the employee with a mental
4.14 illness and finding that the employee is currently unable to perform the normal duties of
4.15 the position held by the employee on the date of the injury, event, or onset of the mental
4.16 illness on a full- or part-time basis; and

4.17 (2) documentation from the employing entity certifying the dates that the employee was
4.18 on duty in a position covered under the State Patrol retirement plan.

4.19 (c) An employee who receives initial approval under this subdivision is not considered
4.20 disabled for the purposes of a duty disability under section 352B.10, subdivision 1. The
4.21 employee must complete the additional requirements under this section and receive final
4.22 approval under subdivision 6 before receiving duty disability benefits or related benefits.

4.23 (d) An employing entity shall submit the certification required under paragraph (b),
4.24 clause (2), within five business days of an employee's application, and the employee shall
4.25 receive initial approval no later than six business days after the employee's application,
4.26 whether or not the employing entity's certification has been submitted.

4.27 Subd. 4. **Treatment required.** (a) Except as provided in paragraph (f), an employee
4.28 who receives initial approval under subdivision 3 shall complete 24 consecutive weeks of
4.29 active treatment modalities for the employee's diagnosed mental illness, as provided under
4.30 this subdivision, before a final determination can be made under subdivision 6. An employee's
4.31 treatment shall be at the direction of a mental health professional using treatment modalities
4.32 indicated for the treatment of the diagnosed mental illness. An employee shall not be
4.33 penalized for an interruption in active, consecutive treatment that is not initiated by or

5.1 resulting from an intentional action of the employee. Subject to the limit under subdivision
5.2 9, the employing entity shall pay for the treatment costs and may seek reimbursement from
5.3 the commissioner of public safety.

5.4 (b) The employee's mental health professional must assess the employee's progress in
5.5 treatment monthly and at the end of the 24 weeks, including any change to the employee's
5.6 ability to return to the position held by the employee on the date of the injury, event, or
5.7 onset of the mental illness, or to another position with the employing entity which provides
5.8 salary and employing entity-provided benefits, including pension benefits, that are equal to
5.9 or greater than those for the position held by the employee on the date of the injury, event,
5.10 or onset of the mental illness. A final determination under subdivision 6 must be supported
5.11 by a report from the employee's mental health provider containing an opinion about the
5.12 employee's prognosis, the duration of the disability, and the expectations for improvement
5.13 following the treatment. A report that does not contain and support a finding that the
5.14 employee's disability as a result of a psychological condition will last for at least 12 months
5.15 must not be relied upon to support final approval of duty disability benefits.

5.16 (c) The employee may return to full- or part-time work prior to the completion of the
5.17 24 weeks of treatment if the employee's mental health professional determines that the
5.18 employee is medically able to do so.

5.19 (d) The employee may return to light duty assignments, subject to availability of a
5.20 position, prior to the completion of the 24 weeks of treatment, if deemed medically
5.21 appropriate by the employee's mental health professional and with the employing entity's
5.22 approval.

5.23 (e) A fitness for duty presumption shall apply to an employee who is cleared to return
5.24 to work or light duty under paragraph (c) or (d), except as provided under subdivision 10.

5.25 (f) No employee shall be required to complete treatment under this subdivision more
5.26 than three times in ten years.

5.27 Subd. 5. **Continuation of salary and benefits.** (a) Subject to subdivision 9, for the
5.28 period that an employee is seeking initial or final approval under subdivision 3 or 6, appealing
5.29 a determination thereof, or receiving treatment under subdivision 4 or 7, the employing
5.30 entity shall continue:

5.31 (1) to pay, for a current employee only, the employee's full salary and employing
5.32 entity-provided benefits, including any employing entity contribution to health care and
5.33 retirement benefits. The employing entity must proportionally reduce the salary paid to an
5.34 employee who is otherwise receiving benefits for the disability that provide compensation

6.1 for all or a portion of the employee's salary for the same time period. Nothing in this
6.2 paragraph requires an employing entity to pay more than 100 percent of the employee's
6.3 salary;

6.4 (2) to provide health insurance benefits to the employee and to the employee's dependents,
6.5 if the employee was receiving dependent coverage at the time of the injury, event, or onset
6.6 of the mental illness under the employing entity's group health plan; and

6.7 (3) to provide any other employment benefits provided to the employee under the
6.8 employee's currently applicable collective bargaining agreement.

6.9 (b) An employee shall obtain service credit for the treatment period required under
6.10 subdivision 4 or 7.

6.11 (c) Nothing in this section prevents an employing entity from providing benefits in
6.12 addition to those required by this section or otherwise affects an employee's rights with
6.13 respect to any other employment benefit.

6.14 **Subd. 6. Final approval, denial, or continuation of treatment.** (a) Following an
6.15 employee's completion of treatment under subdivision 4, the executive director shall review
6.16 an employee's application for duty disability as provided under sections 352B.10 and
6.17 352B.101, confirm that the treatment requirements are satisfied, and make one of the
6.18 following determinations:

6.19 (1) continue the initial approval for an additional eight weeks for the employee to
6.20 complete additional treatment, as provided under subdivision 7;

6.21 (2) deny the employee's application for duty disability because the employee is:

6.22 (i) able to return to full-time work in the position held by the employee on the date of
6.23 the injury, event, or onset of the mental illness;

6.24 (ii) able to return to another vacant full-time position with the employing entity which
6.25 provides salary and employing entity-provided benefits, including pension benefits, that
6.26 are equal to or greater than those for the position held by the employee on the date of the
6.27 injury, event, or onset of the mental illness, as certified by the employing entity in the form
6.28 and manner specified by the executive director; or

6.29 (iii) otherwise determined to be ineligible under sections 352B.10 and 352B.101; or

6.30 (3) approve the employee's application for duty disability because the employee is eligible
6.31 under sections 352B.10 and 352B.101, at which time the employee is entitled to receive
6.32 duty disability benefits as provided under this section and any related benefits. The

7.1 employee's duty disability benefit begins to accrue the day following the day on which the
7.2 employing entity ceases to continue salary and benefits under subdivision 5.

7.3 (b) Following completion of the additional treatment under subdivision 7, if applicable,
7.4 the executive director shall confirm that the employee has satisfied the additional treatment
7.5 requirements, review any updates to the employee's application for duty disability, and issue
7.6 a final approval or denial, as provided under paragraph (a), clauses (2) and (3).

7.7 (c) A fitness for duty presumption shall apply to an employee who is determined able
7.8 to return to work as provided under paragraph (a), clause (2), except as provided under
7.9 subdivision 10.

7.10 Subd. 7. **Additional treatment.** (a) Except as provided in paragraph (g), if, after
7.11 completing the treatment required under subdivision 4, the mental health professional's
7.12 report determines that the employee is making progress in treatment, and the employee's
7.13 prognosis is expected to further improve with additional treatment, the executive director
7.14 shall continue the employee's initial approval under subdivision 6, paragraph (a), clause
7.15 (1), and the employee shall complete up to an additional eight consecutive weeks of active
7.16 treatment modalities as provided under this subdivision.

7.17 (b) Treatment shall be at the direction of a mental health professional using treatment
7.18 modalities indicated for the treatment of the employee's diagnosed mental illness. An
7.19 employee shall not be penalized for an interruption in active, consecutive treatment that is
7.20 not initiated by or resulting from an intentional action of the employee. Subject to subdivision
7.21 9, the employing entity shall pay for the treatment costs and may seek reimbursement from
7.22 the commissioner of public safety.

7.23 (c) The employee's mental health professional must assess the employee's progress in
7.24 treatment at the end of eight weeks, including any change to the employee's ability to return
7.25 to the position held by the employee on the date of the injury, event, or onset of the mental
7.26 illness, or to another position with the employing entity which provides salary and employing
7.27 entity-provided benefits, including pension benefits, that are equal to or greater than those
7.28 for the position held by the employee on the date of the injury, event, or onset of the mental
7.29 illness. A final determination under subdivision 6, paragraph (b), must be supported by an
7.30 updated report from the employee's mental health provider containing an opinion about the
7.31 employee's prognosis, the duration of the disability, and the expectations for improvement
7.32 following the additional treatment. An updated report that does not contain and support a
7.33 finding that the employee's disability as a result of a psychological condition will last for

8.1 at least 12 months must not be relied upon to support final approval of duty disability
8.2 benefits.

8.3 (d) The employee may return to full- or part-time work prior to the completion of the
8.4 eight weeks of treatment if the employee's mental health professional determines that they
8.5 are medically able to do so.

8.6 (e) The employee may return to light duty assignments, subject to availability of a
8.7 position, prior to the completion of the eight weeks of treatment, if deemed medically
8.8 appropriate by the employee's mental health professional and with the employing entity's
8.9 approval.

8.10 (f) A fitness for duty presumption shall apply to an employee who is cleared to return
8.11 to work or light duty under paragraph (d) or (e), except as provided under subdivision 10.

8.12 (g) No employee shall be required to complete treatment under this subdivision more
8.13 than three times in ten years.

8.14 Subd. 8. **Treatment data.** A "health record," as defined by section 144.291, subdivision
8.15 2, paragraph (c), arising from treatment sought under this section is classified as private
8.16 data on individuals, as defined by section 13.02, subdivision 12, and must not be accessed
8.17 by, shared with, or disclosed or disseminated to the Bureau of Criminal Apprehension,
8.18 including through discovery or subpoena, in any type of investigation or legal action.

8.19 Subd. 9. **Employing entity reimbursement; limit.** (a) Except as provided in paragraph
8.20 (c), an employing entity subject to this section may annually apply by August 1 for the
8.21 preceding fiscal year to the commissioner of public safety for reimbursement of:

8.22 (1) the treatment costs incurred by the employing entity under subdivision 4 or 7;

8.23 (2) the costs incurred to continue salary and benefits as required under subdivision 5;
8.24 and

8.25 (3) the salary-related costs incurred to backfill a position for the treatment period required
8.26 under subdivision 4 or 7.

8.27 (b) An employing entity must apply for the reimbursement in the form and manner
8.28 specified by the commissioner of public safety.

8.29 (c) No employing entity shall be required to pay for the salary, benefits, and treatment
8.30 costs required under subdivisions 4, 5, and 7 for a single employee more than three times
8.31 in ten years.

9.1 Subd. 10. **Fitness for duty presumption.** (a) An employee who is cleared or determined
 9.2 able to return to work or light duty under subdivision 4, paragraph (e); 6, paragraph (c); or
 9.3 7, paragraph (f), is presumed fit for duty, except as follows:

9.4 (1) an employing entity may request a fitness for duty exam by an independent medical
 9.5 provider if the exam is completed within six weeks of the employing entity receiving the
 9.6 determination from the treating mental health professional, and the independent medical
 9.7 provider's report is completed no more than six weeks later;

9.8 (2) an employee found unfit for duty by an independent medical provider under clause
 9.9 (1):

9.10 (i) is presumed eligible for a duty disability, as provided under subdivision 6, paragraph
 9.11 (a), clause (3); or

9.12 (ii) may appeal the independent medical provider's determination by requesting a
 9.13 fact-finding session conducted by an administrative law judge assigned by the Office of
 9.14 Administrative Hearings; and

9.15 (3) the fitness-for-duty timeline under this paragraph may be modified by mutual
 9.16 agreement of the employing entity and employee.

9.17 (b) Nothing in this section shall be deemed to affect the Americans with Disabilities
 9.18 Act, United States Code, title 42, chapter 126; the Family Medical Leave Act, United States
 9.19 Code, title 29, chapter 28; or the Minnesota Human Rights Act, chapter 363A.

9.20 Subd. 11. **Report.** No later than four years after the day following final enactment of
 9.21 this act, the executive director, in coordination with employing entities, employees, and
 9.22 mental health professionals, shall submit a report to the chairs and ranking minority members
 9.23 of the legislative committees with jurisdiction over labor and pensions regarding the impact
 9.24 of this section on public safety duty disability trends and costs.

9.25 Sec. 6. Minnesota Statutes 2022, section 353.031, subdivision 1, is amended to read:

9.26 Subdivision 1. **Application.** (a) This section applies to all disability determinations for
 9.27 the public employees general fund, the public employees police and fire fund, and the local
 9.28 government correctional service retirement plan and any other disability determination
 9.29 subject to approval by the board, except as otherwise specified in section 353.032, 353.33,
 9.30 353.656, or 353E.05. These requirements and the requirements of section 353.03, subdivision
 9.31 3, are in addition to the specific requirements of each plan and govern in the event there is
 9.32 any conflict between these sections and the procedures specific to any of those plans under
 9.33 section 353.33, 353.656, or 353E.06.

10.1 (b) Notwithstanding any law to the contrary, an employee, as defined in section 353.032,
 10.2 subdivision 1, clause (2), who applies for a duty disability benefit based on a psychological
 10.3 condition, as defined in section 353.032, subdivision 1, clause (7), is not eligible for duty
 10.4 disability benefits under this chapter until the employee has satisfied the additional
 10.5 requirements under section 353.032.

10.6 Sec. 7. [353.032] DUTY DISABILITY PROCEDURE; PSYCHOLOGICAL
 10.7 CONDITION.

10.8 Subdivision 1. Definitions. For the purposes of this section, the following terms have
 10.9 the meanings given:

10.10 (1) "mental illness" means diagnosis of a mental illness by a mental health professional,
 10.11 and meeting the criteria for a condition or conditions included in the most recent edition of
 10.12 the Diagnostic and Statistical Manual of Mental Disorders published by the American
 10.13 Psychiatric Association;

10.14 (2) "employee" means an individual diagnosed with a mental illness who is a:

10.15 (i) peace officer or firefighter;

10.16 (ii) paramedic, emergency medical technician, or supervisor or manager of paramedics
 10.17 or emergency medical technicians employed at least half time;

10.18 (iii) member under section 353.64, subdivision 10; or

10.19 (iv) former member under section 353.64, subdivision 10, within 18 months of
 10.20 termination;

10.21 (3) "employer" means an employer of a current or former member of the police and fire
 10.22 plan;

10.23 (4) "firefighter" has the meaning given in section 299A.465, subdivision 5, paragraph
 10.24 (c);

10.25 (5) "mental health professional" has the meaning given in section 245I.02, subdivision
 10.26 27;

10.27 (6) "peace officer" has the meaning given in section 299A.465, subdivision 5, paragraph
 10.28 (a);

10.29 (7) "psychological condition" means a mental illness, as defined in clause (1); and

11.1 (8) "treatment" includes but is not limited to active participation in the International
11.2 Association of Fire Fighters Center of Excellence for Behavioral Health Treatment and
11.3 Recovery.

11.4 Subd. 2. **Application; dual diagnosis.** (a) Notwithstanding any law to the contrary, and
11.5 except as provided in paragraph (b), the procedure in this section applies to an application
11.6 for a duty disability by an employee based on a psychological condition.

11.7 (b) The additional procedure in this section does not apply to a duty disability application
11.8 under paragraph (a) that is also based on a dual diagnosis of a physical condition. An
11.9 employee with a dual diagnosis may, but is not required to, seek treatment under subdivisions
11.10 4 and 7, subject to the procedure in this section.

11.11 Subd. 3. **Initial approval.** (a) An employee who applies for duty disability under section
11.12 353.656, subdivision 1, based on a psychological condition must first receive initial approval
11.13 as provided under this subdivision.

11.14 (b) The executive director shall grant initial approval to an employee who submits, in
11.15 the form and manner specified by the executive director:

11.16 (1) a report by a mental health professional diagnosing the employee with a mental
11.17 illness and finding that the employee is currently unable to perform the normal duties of
11.18 the position held by the employee on the date of the injury, event, or onset of the mental
11.19 illness on a full- or part-time basis; and

11.20 (2) documentation from the employer certifying the dates the employee was on duty in
11.21 a position covered under the police and fire plan.

11.22 (c) An employee who receives initial approval under this subdivision is not considered
11.23 disabled for the purposes of a duty disability under section 353.656, subdivision 1. The
11.24 employee must complete the additional requirements under this section and receive final
11.25 approval under subdivision 6 before receiving duty disability benefits or related benefits.

11.26 (d) An employer shall submit the certification required under paragraph (b), clause (2),
11.27 within five business days of an employee's application, and the employee shall receive initial
11.28 approval no later than six business days after the employee's application, whether or not
11.29 the employer's certification has been submitted.

11.30 Subd. 4. **Treatment required.** (a) Except as provided in paragraph (f), an employee
11.31 who receives initial approval under subdivision 3 shall complete 24 consecutive weeks of
11.32 active treatment modalities for the employee's diagnosed mental illness, as provided under
11.33 this subdivision, before a final determination can be made under subdivision 6. Treatment

12.1 shall be at the direction of a mental health professional using treatment modalities indicated
12.2 for the treatment of the diagnosed mental illness. An employee shall not be penalized for
12.3 an interruption in active, consecutive treatment that is not initiated by or resulting from an
12.4 intentional action of the employee. Subject to the limit under subdivision 9, the employer
12.5 shall pay for the treatment costs and may seek reimbursement.

12.6 (b) The employee's mental health professional must assess the employee's progress in
12.7 treatment monthly and at the end of the 24 weeks, including any change to the employee's
12.8 ability to return to the position held by the employee on the date of the injury, event, or
12.9 onset of the mental illness, or to another position with the employer which provides salary
12.10 and employer-provided benefits, including pension benefits, that are equal to or greater than
12.11 those for the position held by the employee on the date of the injury, event, or onset of the
12.12 mental illness. A final determination under subdivision 6 must be supported by a report
12.13 from the employee's mental health professional containing an opinion about the employee's
12.14 prognosis, the duration of the disability, and the expectations for improvement following
12.15 the treatment. A report that does not contain and support a finding that the employee's
12.16 disability as a result of a psychological condition will last for at least 12 months must not
12.17 be relied upon to support final approval of duty disability benefits.

12.18 (c) The employee may return to full- or part-time work prior to the completion of the
12.19 24 weeks of treatment if the employee's mental health professional determines that they are
12.20 medically able to do so.

12.21 (d) The employee may return to light duty assignments, subject to availability of a
12.22 position, prior to the completion of the 24 weeks of treatment, if deemed medically
12.23 appropriate by the employee's mental health professional and with the employer's approval.

12.24 (e) A fitness for duty presumption shall apply to an employee who is cleared to return
12.25 to work or light duty under paragraph (c) or (d), except as provided under subdivision 10.

12.26 (f) No employee shall be required to complete treatment under this subdivision more
12.27 than three times in ten years.

12.28 Subd. 5. **Continuation of salary and benefits.** (a) Subject to subdivision 9, for the
12.29 period that an employee is seeking initial or final approval under subdivision 3 or 6, appealing
12.30 a determination thereof, or receiving treatment under subdivision 4 or 7, the employer shall
12.31 continue:

12.32 (1) to pay, for a current employee only, the employee's full salary and employer-provided
12.33 benefits, including any employer contribution to health care and retirement benefits. The
12.34 employer must proportionally reduce the salary paid to an employee who is otherwise

13.1 receiving benefits for the disability that provide compensation for all or a portion of the
13.2 employee's salary for the same time period. Nothing in this paragraph requires an employer
13.3 to pay more than 100 percent of the employee's salary;

13.4 (2) to provide health insurance benefits to the employee and to the employee's dependents,
13.5 if the employee was receiving dependent coverage at the time of the injury, event, or onset
13.6 of the mental illness under the employer's group health plan; and

13.7 (3) to provide any other employment benefits provided to the employee under the
13.8 employee's currently applicable collective bargaining agreement.

13.9 (b) An employee shall obtain service credit for the treatment period required under
13.10 subdivision 4 or 7.

13.11 (c) Nothing prevents an employer from providing benefits in addition to those required
13.12 by this section or otherwise affects an employee's rights with respect to any other employment
13.13 benefit.

13.14 **Subd. 6. Final approval, denial, or continuation of treatment.** (a) Following completion
13.15 of treatment under subdivision 4, the association shall review an employee's application for
13.16 duty disability as provided under section 353.031, confirm the treatment requirements are
13.17 satisfied, and make one of the following determinations:

13.18 (1) continue the initial approval for an additional eight weeks for the employee to
13.19 complete additional treatment, as provided under subdivision 7;

13.20 (2) deny the employee's application for duty disability because the employee is:

13.21 (i) able to return to full-time work in the position held by the employee on the date of
13.22 the injury, event, or onset of the mental illness;

13.23 (ii) able to return to another vacant full-time position with the employer which provides
13.24 salary and employer-provided benefits, including pension benefits, that are equal to or
13.25 greater than those for the position held by the employee on the date of the injury, event, or
13.26 onset of the mental illness, as certified by the employer in the form and manner specified
13.27 by the executive director; or

13.28 (iii) otherwise determined to be ineligible under section 353.031; or

13.29 (3) approve the employee's application for duty disability because the employee is eligible
13.30 under section 353.031, at which time the employee is entitled to receive duty disability
13.31 benefits as provided under this section and any related benefits. The duty disability benefit

14.1 begins to accrue the day following the day on which the employer ceases to continue salary
14.2 and benefits under subdivision 5.

14.3 (b) Following completion of the additional treatment under subdivision 7, if applicable,
14.4 the association shall confirm the additional treatment requirements are satisfied, review any
14.5 updates to the employee's application for duty disability, and issue a final approval or denial,
14.6 as provided under paragraph (a), clauses (2) and (3).

14.7 (c) A fitness for duty presumption shall apply to an employee who is determined able
14.8 to return to work as provided under paragraph (a), clause (2), except as provided under
14.9 subdivision 10.

14.10 Subd. 7. **Additional treatment.** (a) Except as provided in paragraph (g), if, after
14.11 completing the treatment required under subdivision 4, the mental health professional's
14.12 report determines that the employee is making progress in treatment, and the employee's
14.13 prognosis is expected to further improve with additional treatment, the association shall
14.14 continue the employee's initial approval under subdivision 6, paragraph (a), clause (1), and
14.15 the employee shall complete up to an additional eight consecutive weeks of active treatment
14.16 modalities as provided under this subdivision.

14.17 (b) Treatment shall be at the direction of a mental health professional using treatment
14.18 modalities indicated for the treatment of the employee's diagnosed mental illness. An
14.19 employee shall not be penalized for an interruption in active, consecutive treatment that is
14.20 not initiated by or resulting from an intentional action of the employee. Subject to subdivision
14.21 9, the employer shall pay for the treatment costs and may seek reimbursement.

14.22 (c) The employee's mental health professional must assess the employee's progress in
14.23 treatment at the end of eight weeks, including any change to the employee's ability to return
14.24 to the position held by the employee on the date of the injury, event, or onset of the mental
14.25 illness, or to another position with the employer which provides salary and employer-provided
14.26 benefits, including pension benefits, that are equal to or greater than those for the position
14.27 held by the employee on the date of the injury, event, or onset of the mental illness. A final
14.28 determination under subdivision 6, paragraph (b), must be supported by an updated report
14.29 from the employee's mental health professional containing an opinion about the employee's
14.30 prognosis, the duration of the disability, and the expectations for improvement following
14.31 the additional treatment. An updated report that does not contain and support a finding that
14.32 the employee's disability as a result of a psychological condition will last for at least 12
14.33 months must not be relied upon to support final approval of duty disability benefits.

15.1 (d) The employee may return to full- or part-time work prior to the completion of the
15.2 eight weeks of treatment if the employee's mental health professional determines that they
15.3 are medically able to do so.

15.4 (e) The employee may return to light duty assignments, subject to availability of a
15.5 position, prior to the completion of the eight weeks of treatment, if deemed medically
15.6 appropriate by the employee's mental health professional and with the employer's approval.

15.7 (f) A fitness for duty presumption shall apply to an employee who is cleared to return
15.8 to work or light duty under paragraph (d) or (e), except as provided under subdivision 10.

15.9 (g) No employee shall be required to complete treatment under this subdivision more
15.10 than three times in ten years.

15.11 Subd. 8. **Treatment data.** A "health record," as defined by section 144.291, subdivision
15.12 2, paragraph (c), arising from treatment sought under this section is classified as private
15.13 data on individuals, as defined by section 13.02, subdivision 12, and must not be accessed
15.14 by, shared with, or disclosed or disseminated to the Bureau of Criminal Apprehension,
15.15 including through discovery or subpoena, in any type of investigation or legal action.

15.16 Subd. 9. **Employer reimbursement; limit.** (a) Except as provided in paragraph (c), an
15.17 employer subject to this section may annually apply by August 1 for the preceding fiscal
15.18 year to the commissioner of public safety for reimbursement of:

15.19 (1) the treatment costs incurred by the employer under subdivision 4 or 7;

15.20 (2) the costs incurred to continue salary and benefits as required under subdivision 5;

15.21 and

15.22 (3) the salary-related costs incurred to backfill a position for the treatment period required
15.23 under subdivision 4 or 7.

15.24 (b) An employer must apply for the reimbursement in the form and manner specified
15.25 by the commissioner of public safety.

15.26 (c) No employer shall be required to pay for the salary, benefits, and treatment costs
15.27 required under subdivisions 4, 5, and 7 for a single employee more than three times in ten
15.28 years.

15.29 Subd. 10. **Fitness for duty presumption.** (a) An employee who is cleared or determined
15.30 able to return to work or light duty under subdivision 4, paragraph (e); 6, paragraph (c); or
15.31 7, paragraph (f), is presumed fit for duty, except as follows:

16.1 (1) an employer may request a fitness for duty exam by an independent medical provider
16.2 if the exam is completed within six weeks of the employer receiving the determination from
16.3 the treating mental health professional, and the independent medical provider's report is
16.4 completed no more than six weeks later;

16.5 (2) an employee found unfit for duty by an independent medical provider under clause
16.6 (1):

16.7 (i) is presumed eligible for a duty disability, as provided under subdivision 6, paragraph
16.8 (a), clause (3); or

16.9 (ii) may appeal the independent medical provider's determination by requesting a
16.10 fact-finding session conducted by an administrative law judge assigned by the Office of
16.11 Administrative Hearing; and

16.12 (3) the fitness-for-duty timeline under this paragraph may be modified by mutual
16.13 agreement of the employer and employee.

16.14 (b) Nothing in this section shall be deemed to affect the Americans with Disabilities
16.15 Act, United States Code, title 42, chapter 126; the Family Medical Leave Act, United States
16.16 Code, title 29, chapter 28; or the Minnesota Human Rights Act, chapter 363A.

16.17 Subd. 11. **Report.** No later than four years after the day following final enactment of
16.18 this act, the executive director, in coordination with employers, employees, and mental
16.19 health professionals, shall submit a report to the chairs and ranking minority members of
16.20 the legislative committees with jurisdiction over labor and pensions regarding the impact
16.21 of this section on public safety duty disability trends and costs.

16.22 **Sec. 8. [626.8478] WELLNESS TRAINING.**

16.23 Subdivision 1. **Learning objectives and training course.** (a) The board must create
16.24 learning objectives to prepare peace officers for the stressful and traumatic events that are
16.25 common to policing and teach officers methods to process and cope with the stress and
16.26 trauma inherent to policing. The learning objectives must be updated as the board considers
16.27 appropriate.

16.28 (b) The commissioner of public safety, in consultation with the board, must create a
16.29 training course that incorporates each of the learning objectives established by the board
16.30 under paragraph (a).

17.1 Subd. 2. **Preservice training required.** (a) The learning objectives developed pursuant
17.2 to subdivision 1 must be included in the required curriculum of a professional peace officer
17.3 education program.

17.4 (b) A person is not eligible to take the peace officer licensing examination after July 1,
17.5 2024, unless the individual has received the training described in paragraph (a).

17.6 Subd. 3. **In-service training required.** Beginning July 1, 2024, the chief law enforcement
17.7 officer of every state and local law enforcement agency shall provide in-service wellness
17.8 training to every peace officer and part-time peace officer employed by the agency. The
17.9 training must comply with the learning objectives developed and approved by the board
17.10 and must meet board requirements for board-approved continuing education credit. A peace
17.11 officer with a license renewal date after June 30, 2024, is not required to complete this
17.12 training until the officer's next full three-year licensing cycle.

17.13 Subd. 4. **Record keeping required.** The head of each local and state law enforcement
17.14 agency shall maintain written records of the agency's compliance with the requirements of
17.15 subdivision 3. The written records are subject to periodic review by the board and must be
17.16 made available to the board at its request.

17.17 Sec. 9. **APPROPRIATIONS.**

17.18 (a) Beginning in fiscal year 2024, an amount sufficient for the purposes of Minnesota
17.19 Statutes, sections 352B.102 and 353.032, including reimbursing employers for the costs of
17.20 treatment, payment of continued wages and benefits, and backfilling positions is appropriated
17.21 from the general fund to the commissioner of public safety.

17.22 (b) Beginning in fiscal year 2024, an amount sufficient for the purposes of reimbursing
17.23 employers under Minnesota Statutes, section 299A.465, subdivision 4, is appropriated from
17.24 the general fund to the commissioner of public safety.

SENATE
STATE OF MINNESOTA
NINETY-THIRD SESSION

S.F. No. 1959

(SENATE AUTHORS: FRENTZ, Dibble, Nelson and Seeberger)

DATE	D-PG	OFFICIAL STATUS
02/20/2023	922	Introduction and first reading Referred to Labor
02/21/2023	993	Author added Frentz
02/27/2023	1148	Author added Nelson
03/01/2023	1206	Author stricken Nelson
03/09/2023	1481	Withdrawn and re-referred to Judiciary and Public Safety
03/13/2023	1702	Author added Nelson
03/16/2023	1958	Chief author stricken, shown as co-author Dibble
	1958	Chief author added Frentz
04/18/2023		Author added Seeberger

1.1 A bill for an act

1.2 relating to labor; modifying peace officer duty disability provisions; requiring a

1.3 report; appropriating money; amending Minnesota Statutes 2022, sections

1.4 299A.465, subdivision 4; 352B.10, subdivisions 2a, 4; 352B.101; 353.031,

1.5 subdivision 1; proposing coding for new law in Minnesota Statutes, chapters 352B;

1.6 353; 626.

1.7 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.8 Section 1. Minnesota Statutes 2022, section 299A.465, subdivision 4, is amended to read:

1.9 Subd. 4. **Public employer reimbursement.** (a) A public employer subject to this section

1.10 may annually apply by August 1 for the preceding fiscal year to the commissioner of public

1.11 safety for reimbursement ~~to help defray a portion of its costs of complying with this section.~~

1.12 Except as provided for in paragraph (b), the commissioner shall provide an equal pro rata

1.13 share reimbursement to the public employer out of the public safety officer's benefit account

1.14 based on the availability of funds for each eligible officer, firefighter, and qualifying

1.15 dependents. Individual shares must not exceed the actual costs of providing coverage under

1.16 this section by a public employer.

1.17 (b) Beginning on January 1, 2024, a public employer is not eligible for reimbursement

1.18 under paragraph (a) unless the employer provides at least one of the following:

1.19 (1) annual wellness training to peace officers and firefighters who either are employed

1.20 or volunteer for the employer; or

1.21 (2) an employee assistance program or peer support program.

1.22 (c) Wellness training for peace officers under paragraph (b), clause (1), must incorporate

1.23 the learning objectives established by the Peace Officer Standards and Training Board under

2.1 section 626.8478. No later than February 1, 2024, the Minnesota Fire Initiative must create
2.2 a wellness training program for public employers to offer to firefighters to satisfy the
2.3 requirements of paragraph (b). Training programs established in the Hometown Heroes
2.4 Assistance Program under section 299A.477, subdivision 2, clause (4), satisfy the
2.5 requirements of paragraph (b).

2.6 Sec. 2. Minnesota Statutes 2022, section 352B.10, subdivision 2a, is amended to read:

2.7 Subd. 2a. **Applying for benefits; accrual.** No application for disability benefits shall
2.8 be made until after the last day physically on the job. The disability benefit begins to accrue
2.9 the day following the last day for which the employee is paid sick leave or annual leave but
2.10 not earlier than 180 days before the date the application is filed. A member who is terminated
2.11 must file a written application in an office of the system or with a person authorized by the
2.12 executive director. Except as otherwise specified under section 352B.102, applications must
2.13 comply with section 352.113, subdivision 2, paragraph (b).

2.14 Sec. 3. Minnesota Statutes 2022, section 352B.10, subdivision 4, is amended to read:

2.15 Subd. 4. **Proof of disability.** (a) No disability benefits may be paid unless the member
2.16 provides adequate proof to the executive director of the existence of the disability.

2.17 (b) Adequate proof of a disability must include a written expert report by a licensed
2.18 physician, an APRN, or a licensed chiropractor, or with respect to a mental impairment, by
2.19 a licensed psychologist. Adequate proof of a disability based on a psychological condition,
2.20 as defined under section 352B.102, subdivision 1, clause (6), must include the medical
2.21 reports and assessments required under section 352B.102.

2.22 (c) Following the commencement of benefit payments, the executive director has the
2.23 right, at reasonable times, to require the disability benefit recipient to submit proof of the
2.24 continuance of the disability claimed.

2.25 Sec. 4. Minnesota Statutes 2022, section 352B.101, is amended to read:

2.26 **352B.101 APPLICATION FOR DISABILITY BENEFIT.**

2.27 (a) Except as otherwise specified under section 352B.102 and paragraph (b), a member
2.28 claiming a disability benefit must file a written application for benefits in the office of the
2.29 system in a form and manner prescribed by the executive director. The member shall provide
2.30 medical or psychological evidence to support the application. The benefit begins to accrue
2.31 the day following the start of disability or the day following the last day for which the

3.1 member was paid, whichever is later, but not earlier than 180 days before the date the
3.2 application is filed with the executive director.

3.3 (b) Notwithstanding any law to the contrary, an employee, as defined in section 352B.102,
3.4 subdivision 1, clause (2), who applies for a duty disability benefit based on a psychological
3.5 condition, as defined in section 352B.102, subdivision 1, clause (6), is not eligible for duty
3.6 disability benefits under this chapter until the employee has satisfied the additional
3.7 requirements under section 352B.102.

3.8 **Sec. 5. [352B.102] DUTY DISABILITY PROCEDURE; PSYCHOLOGICAL**
3.9 **CONDITION.**

3.10 Subdivision 1. Definitions. For the purposes of this section, the following terms have
3.11 the meanings given:

3.12 (1) "mental illness" means the diagnosis of a mental illness by a mental health
3.13 professional, by meeting the criteria for a condition or conditions included in the most recent
3.14 edition of the Diagnostic and Statistical Manual of Mental Disorders published by the
3.15 American Psychiatric Association;

3.16 (2) "employee" means an individual diagnosed with a mental illness who is a:

3.17 (i) current member under section 352B.011, subdivision 10; or

3.18 (ii) former member under section 352B.011, subdivision 10, within 18 months of
3.19 termination of employment;

3.20 (3) "employing entity" means the entity that pays a state employee's salary and remits
3.21 retirement contributions;

3.22 (4) "mental health professional" has the meaning given in section 245I.02, subdivision
3.23 27;

3.24 (5) "peace officer" has the meaning given in section 299A.465, subdivision 5, paragraph
3.25 (a);

3.26 (6) "psychological condition" means a mental illness as defined in clause (1); and

3.27 (7) "treatment" includes but is not limited to active participation in the International
3.28 Association of Fire Fighters Center of Excellence for Behavioral Health Treatment and
3.29 Recovery.

4.1 Subd. 2. **Application; dual diagnosis.** (a) Notwithstanding any law to the contrary, and
4.2 except as provided in paragraph (b), the procedure in this section applies to an application
4.3 for a duty disability by an employee based on the employee's psychological condition.

4.4 (b) The additional procedure in this section does not apply to a duty disability application
4.5 under paragraph (a) that is also based on a dual diagnosis of a physical condition. An
4.6 employee with a dual diagnosis may, but is not required to, seek treatment under subdivisions
4.7 4 and 7, subject to the procedure in this section.

4.8 Subd. 3. **Initial approval.** (a) An employee who applies for duty disability under section
4.9 352B.10, subdivision 1, based on a psychological condition must first receive initial approval
4.10 under this subdivision.

4.11 (b) The executive director shall grant initial approval to an employee who submits, in
4.12 the form and manner specified by the executive director:

4.13 (1) one report by a mental health professional diagnosing the employee with a mental
4.14 illness and finding that the employee is currently unable to perform the normal duties of
4.15 the position held by the employee on the date of the injury, event, or onset of the mental
4.16 illness on a full- or part-time basis; and

4.17 (2) documentation from the employing entity certifying the dates that the employee was
4.18 on duty in a position covered under the State Patrol retirement plan.

4.19 (c) An employee who receives initial approval under this subdivision is not considered
4.20 disabled for the purposes of a duty disability under section 352B.10, subdivision 1. The
4.21 employee must complete the additional requirements under this section and receive final
4.22 approval under subdivision 6 before receiving duty disability benefits or related benefits.

4.23 (d) An employing entity shall submit the certification required under paragraph (b),
4.24 clause (2), within five business days of an employee's application, and the employee shall
4.25 receive initial approval no later than six business days after the employee's application,
4.26 whether or not the employing entity's certification has been submitted.

4.27 Subd. 4. **Treatment required.** (a) Except as provided in paragraph (f), an employee
4.28 who receives initial approval under subdivision 3 shall complete 24 consecutive weeks of
4.29 active treatment modalities for the employee's diagnosed mental illness, as provided under
4.30 this subdivision, before a final determination can be made under subdivision 6. An employee's
4.31 treatment shall be at the direction of a mental health professional using treatment modalities
4.32 indicated for the treatment of the diagnosed mental illness. An employee shall not be
4.33 penalized for an interruption in active, consecutive treatment that is not initiated by or

5.1 resulting from an intentional action of the employee. Subject to the limit under subdivision
5.2 9, the employing entity shall pay for the treatment costs and may seek reimbursement from
5.3 the commissioner of public safety.

5.4 (b) The employee's mental health professional must assess the employee's progress in
5.5 treatment monthly and at the end of the 24 weeks, including any change to the employee's
5.6 ability to return to the position held by the employee on the date of the injury, event, or
5.7 onset of the mental illness, or to another position with the employing entity which provides
5.8 salary and employing entity-provided benefits, including pension benefits, that are equal to
5.9 or greater than those for the position held by the employee on the date of the injury, event,
5.10 or onset of the mental illness. A final determination under subdivision 6 must be supported
5.11 by a report from the employee's mental health provider containing an opinion about the
5.12 employee's prognosis, the duration of the disability, and the expectations for improvement
5.13 following the treatment. A report that does not contain and support a finding that the
5.14 employee's disability as a result of a psychological condition will last for at least 12 months
5.15 must not be relied upon to support final approval of duty disability benefits.

5.16 (c) The employee may return to full- or part-time work prior to the completion of the
5.17 24 weeks of treatment if the employee's mental health professional determines that the
5.18 employee is medically able to do so.

5.19 (d) The employee may return to light duty assignments, subject to availability of a
5.20 position, prior to the completion of the 24 weeks of treatment, if deemed medically
5.21 appropriate by the employee's mental health professional and with the employing entity's
5.22 approval.

5.23 (e) A fitness for duty presumption shall apply to an employee who is cleared to return
5.24 to work or light duty under paragraph (c) or (d), except as provided under subdivision 10.

5.25 (f) No employee shall be required to complete treatment under this subdivision more
5.26 than three times in ten years.

5.27 Subd. 5. **Continuation of salary and benefits.** (a) Subject to subdivision 9, for the
5.28 period that an employee is seeking initial or final approval under subdivision 3 or 6, appealing
5.29 a determination thereof, or receiving treatment under subdivision 4 or 7, the employing
5.30 entity shall continue:

5.31 (1) to pay, for a current employee only, the employee's full salary and employing
5.32 entity-provided benefits, including any employing entity contribution to health care and
5.33 retirement benefits. The employing entity must proportionally reduce the salary paid to an
5.34 employee who is otherwise receiving benefits for the disability that provide compensation

6.1 for all or a portion of the employee's salary for the same time period. Nothing in this
6.2 paragraph requires an employing entity to pay more than 100 percent of the employee's
6.3 salary;

6.4 (2) to provide health insurance benefits to the employee and to the employee's dependents,
6.5 if the employee was receiving dependent coverage at the time of the injury, event, or onset
6.6 of the mental illness under the employing entity's group health plan; and

6.7 (3) to provide any other employment benefits provided to the employee under the
6.8 employee's currently applicable collective bargaining agreement.

6.9 (b) An employee shall obtain service credit for the treatment period required under
6.10 subdivision 4 or 7.

6.11 (c) Nothing in this section prevents an employing entity from providing benefits in
6.12 addition to those required by this section or otherwise affects an employee's rights with
6.13 respect to any other employment benefit.

6.14 Subd. 6. **Final approval, denial, or continuation of treatment.** (a) Following an
6.15 employee's completion of treatment under subdivision 4, the executive director shall review
6.16 an employee's application for duty disability as provided under sections 352B.10 and
6.17 352B.101, confirm that the treatment requirements are satisfied, and make one of the
6.18 following determinations:

6.19 (1) continue the initial approval for an additional eight weeks for the employee to
6.20 complete additional treatment, as provided under subdivision 7;

6.21 (2) deny the employee's application for duty disability because the employee is:

6.22 (i) able to return to full-time work in the position held by the employee on the date of
6.23 the injury, event, or onset of the mental illness;

6.24 (ii) able to return to another vacant full-time position with the employing entity which
6.25 provides salary and employing entity-provided benefits, including pension benefits, that
6.26 are equal to or greater than those for the position held by the employee on the date of the
6.27 injury, event, or onset of the mental illness, as certified by the employing entity in the form
6.28 and manner specified by the executive director; or

6.29 (iii) otherwise determined to be ineligible under sections 352B.10 and 352B.101; or

6.30 (3) approve the employee's application for duty disability because the employee is eligible
6.31 under sections 352B.10 and 352B.101, at which time the employee is entitled to receive
6.32 duty disability benefits as provided under this section and any related benefits. The

7.1 employee's duty disability benefit begins to accrue the day following the day on which the
7.2 employing entity ceases to continue salary and benefits under subdivision 5.

7.3 (b) Following completion of the additional treatment under subdivision 7, if applicable,
7.4 the executive director shall confirm that the employee has satisfied the additional treatment
7.5 requirements, review any updates to the employee's application for duty disability, and issue
7.6 a final approval or denial, as provided under paragraph (a), clauses (2) and (3).

7.7 (c) A fitness for duty presumption shall apply to an employee who is determined able
7.8 to return to work as provided under paragraph (a), clause (2), except as provided under
7.9 subdivision 10.

7.10 Subd. 7. **Additional treatment.** (a) Except as provided in paragraph (g), if, after
7.11 completing the treatment required under subdivision 4, the mental health professional's
7.12 report determines that the employee is making progress in treatment, and the employee's
7.13 prognosis is expected to further improve with additional treatment, the executive director
7.14 shall continue the employee's initial approval under subdivision 6, paragraph (a), clause
7.15 (1), and the employee shall complete up to an additional eight consecutive weeks of active
7.16 treatment modalities as provided under this subdivision.

7.17 (b) Treatment shall be at the direction of a mental health professional using treatment
7.18 modalities indicated for the treatment of the employee's diagnosed mental illness. An
7.19 employee shall not be penalized for an interruption in active, consecutive treatment that is
7.20 not initiated by or resulting from an intentional action of the employee. Subject to subdivision
7.21 9, the employing entity shall pay for the treatment costs and may seek reimbursement from
7.22 the commissioner of public safety.

7.23 (c) The employee's mental health professional must assess the employee's progress in
7.24 treatment at the end of eight weeks, including any change to the employee's ability to return
7.25 to the position held by the employee on the date of the injury, event, or onset of the mental
7.26 illness, or to another position with the employing entity which provides salary and employing
7.27 entity-provided benefits, including pension benefits, that are equal to or greater than those
7.28 for the position held by the employee on the date of the injury, event, or onset of the mental
7.29 illness. A final determination under subdivision 6, paragraph (b), must be supported by an
7.30 updated report from the employee's mental health provider containing an opinion about the
7.31 employee's prognosis, the duration of the disability, and the expectations for improvement
7.32 following the additional treatment. An updated report that does not contain and support a
7.33 finding that the employee's disability as a result of a psychological condition will last for

8.1 at least 12 months must not be relied upon to support final approval of duty disability
8.2 benefits.

8.3 (d) The employee may return to full- or part-time work prior to the completion of the
8.4 eight weeks of treatment if the employee's mental health professional determines that they
8.5 are medically able to do so.

8.6 (e) The employee may return to light duty assignments, subject to availability of a
8.7 position, prior to the completion of the eight weeks of treatment, if deemed medically
8.8 appropriate by the employee's mental health professional and with the employing entity's
8.9 approval.

8.10 (f) A fitness for duty presumption shall apply to an employee who is cleared to return
8.11 to work or light duty under paragraph (d) or (e), except as provided under subdivision 10.

8.12 (g) No employee shall be required to complete treatment under this subdivision more
8.13 than three times in ten years.

8.14 Subd. 8. **Treatment data.** A "health record," as defined by section 144.291, subdivision
8.15 2, paragraph (c), arising from treatment sought under this section is classified as private
8.16 data on individuals, as defined by section 13.02, subdivision 12, and must not be accessed
8.17 by, shared with, or disclosed or disseminated to the Bureau of Criminal Apprehension,
8.18 including through discovery or subpoena, in any type of investigation or legal action.

8.19 Subd. 9. **Employing entity reimbursement; limit.** (a) Except as provided in paragraph
8.20 (c), an employing entity subject to this section may annually apply by August 1 for the
8.21 preceding fiscal year to the commissioner of public safety for reimbursement of:

8.22 (1) the treatment costs incurred by the employing entity under subdivision 4 or 7;

8.23 (2) the costs incurred to continue salary and benefits as required under subdivision 5;
8.24 and

8.25 (3) the salary-related costs incurred to backfill a position for the treatment period required
8.26 under subdivision 4 or 7.

8.27 (b) An employing entity must apply for the reimbursement in the form and manner
8.28 specified by the commissioner of public safety.

8.29 (c) No employing entity shall be required to pay for the salary, benefits, and treatment
8.30 costs required under subdivisions 4, 5, and 7 for a single employee more than three times
8.31 in ten years.

9.1 Subd. 10. **Fitness for duty presumption.** (a) An employee who is cleared or determined
 9.2 able to return to work or light duty under subdivision 4, paragraph (e); 6, paragraph (c); or
 9.3 7, paragraph (f), is presumed fit for duty, except as follows:

9.4 (1) an employing entity may request a fitness for duty exam by an independent medical
 9.5 provider if the exam is completed within six weeks of the employing entity receiving the
 9.6 determination from the treating mental health professional, and the independent medical
 9.7 provider's report is completed no more than six weeks later;

9.8 (2) an employee found unfit for duty by an independent medical provider under clause
 9.9 (1):

9.10 (i) is presumed eligible for a duty disability, as provided under subdivision 6, paragraph
 9.11 (a), clause (3); or

9.12 (ii) may appeal the independent medical provider's determination by requesting a
 9.13 fact-finding session conducted by an administrative law judge assigned by the Office of
 9.14 Administrative Hearings; and

9.15 (3) the fitness-for-duty timeline under this paragraph may be modified by mutual
 9.16 agreement of the employing entity and employee.

9.17 (b) Nothing in this section shall be deemed to affect the Americans with Disabilities
 9.18 Act, United States Code, title 42, chapter 126; the Family Medical Leave Act, United States
 9.19 Code, title 29, chapter 28; or the Minnesota Human Rights Act, chapter 363A.

9.20 Subd. 11. **Report.** No later than four years after the day following final enactment of
 9.21 this act, the executive director, in coordination with employing entities, employees, and
 9.22 mental health professionals, shall submit a report to the chairs and ranking minority members
 9.23 of the legislative committees with jurisdiction over labor and pensions regarding the impact
 9.24 of this section on public safety duty disability trends and costs.

9.25 Sec. 6. Minnesota Statutes 2022, section 353.031, subdivision 1, is amended to read:

9.26 Subdivision 1. **Application.** (a) This section applies to all disability determinations for
 9.27 the public employees general fund, the public employees police and fire fund, and the local
 9.28 government correctional service retirement plan and any other disability determination
 9.29 subject to approval by the board, except as otherwise specified in section 353.032, 353.33,
 9.30 353.656, or 353E.05. These requirements and the requirements of section 353.03, subdivision
 9.31 3, are in addition to the specific requirements of each plan and govern in the event there is
 9.32 any conflict between these sections and the procedures specific to any of those plans under
 9.33 section 353.33, 353.656, or 353E.06.

10.1 (b) Notwithstanding any law to the contrary, an employee, as defined in section 353.032,
 10.2 subdivision 1, clause (2), who applies for a duty disability benefit based on a psychological
 10.3 condition, as defined in section 353.032, subdivision 1, clause (7), is not eligible for duty
 10.4 disability benefits under this chapter until the employee has satisfied the additional
 10.5 requirements under section 353.032.

10.6 Sec. 7. [353.032] DUTY DISABILITY PROCEDURE; PSYCHOLOGICAL
 10.7 CONDITION.

10.8 Subdivision 1. Definitions. For the purposes of this section, the following terms have
 10.9 the meanings given:

10.10 (1) "mental illness" means diagnosis of a mental illness by a mental health professional,
 10.11 and meeting the criteria for a condition or conditions included in the most recent edition of
 10.12 the Diagnostic and Statistical Manual of Mental Disorders published by the American
 10.13 Psychiatric Association;

10.14 (2) "employee" means an individual diagnosed with a mental illness who is a:

10.15 (i) peace officer or firefighter;

10.16 (ii) paramedic, emergency medical technician, or supervisor or manager of paramedics
 10.17 or emergency medical technicians employed at least half time;

10.18 (iii) member under section 353.64, subdivision 10; or

10.19 (iv) former member under section 353.64, subdivision 10, within 18 months of
 10.20 termination;

10.21 (3) "employer" means an employer of a current or former member of the police and fire
 10.22 plan;

10.23 (4) "firefighter" has the meaning given in section 299A.465, subdivision 5, paragraph
 10.24 (c);

10.25 (5) "mental health professional" has the meaning given in section 245I.02, subdivision
 10.26 27;

10.27 (6) "peace officer" has the meaning given in section 299A.465, subdivision 5, paragraph
 10.28 (a);

10.29 (7) "psychological condition" means a mental illness, as defined in clause (1); and

11.1 (8) "treatment" includes but is not limited to active participation in the International
11.2 Association of Fire Fighters Center of Excellence for Behavioral Health Treatment and
11.3 Recovery.

11.4 Subd. 2. **Application; dual diagnosis.** (a) Notwithstanding any law to the contrary, and
11.5 except as provided in paragraph (b), the procedure in this section applies to an application
11.6 for a duty disability by an employee based on a psychological condition.

11.7 (b) The additional procedure in this section does not apply to a duty disability application
11.8 under paragraph (a) that is also based on a dual diagnosis of a physical condition. An
11.9 employee with a dual diagnosis may, but is not required to, seek treatment under subdivisions
11.10 4 and 7, subject to the procedure in this section.

11.11 Subd. 3. **Initial approval.** (a) An employee who applies for duty disability under section
11.12 353.656, subdivision 1, based on a psychological condition must first receive initial approval
11.13 as provided under this subdivision.

11.14 (b) The executive director shall grant initial approval to an employee who submits, in
11.15 the form and manner specified by the executive director:

11.16 (1) a report by a mental health professional diagnosing the employee with a mental
11.17 illness and finding that the employee is currently unable to perform the normal duties of
11.18 the position held by the employee on the date of the injury, event, or onset of the mental
11.19 illness on a full- or part-time basis; and

11.20 (2) documentation from the employer certifying the dates the employee was on duty in
11.21 a position covered under the police and fire plan.

11.22 (c) An employee who receives initial approval under this subdivision is not considered
11.23 disabled for the purposes of a duty disability under section 353.656, subdivision 1. The
11.24 employee must complete the additional requirements under this section and receive final
11.25 approval under subdivision 6 before receiving duty disability benefits or related benefits.

11.26 (d) An employer shall submit the certification required under paragraph (b), clause (2),
11.27 within five business days of an employee's application, and the employee shall receive initial
11.28 approval no later than six business days after the employee's application, whether or not
11.29 the employer's certification has been submitted.

11.30 Subd. 4. **Treatment required.** (a) Except as provided in paragraph (f), an employee
11.31 who receives initial approval under subdivision 3 shall complete 24 consecutive weeks of
11.32 active treatment modalities for the employee's diagnosed mental illness, as provided under
11.33 this subdivision, before a final determination can be made under subdivision 6. Treatment

12.1 shall be at the direction of a mental health professional using treatment modalities indicated
12.2 for the treatment of the diagnosed mental illness. An employee shall not be penalized for
12.3 an interruption in active, consecutive treatment that is not initiated by or resulting from an
12.4 intentional action of the employee. Subject to the limit under subdivision 9, the employer
12.5 shall pay for the treatment costs and may seek reimbursement.

12.6 (b) The employee's mental health professional must assess the employee's progress in
12.7 treatment monthly and at the end of the 24 weeks, including any change to the employee's
12.8 ability to return to the position held by the employee on the date of the injury, event, or
12.9 onset of the mental illness, or to another position with the employer which provides salary
12.10 and employer-provided benefits, including pension benefits, that are equal to or greater than
12.11 those for the position held by the employee on the date of the injury, event, or onset of the
12.12 mental illness. A final determination under subdivision 6 must be supported by a report
12.13 from the employee's mental health professional containing an opinion about the employee's
12.14 prognosis, the duration of the disability, and the expectations for improvement following
12.15 the treatment. A report that does not contain and support a finding that the employee's
12.16 disability as a result of a psychological condition will last for at least 12 months must not
12.17 be relied upon to support final approval of duty disability benefits.

12.18 (c) The employee may return to full- or part-time work prior to the completion of the
12.19 24 weeks of treatment if the employee's mental health professional determines that they are
12.20 medically able to do so.

12.21 (d) The employee may return to light duty assignments, subject to availability of a
12.22 position, prior to the completion of the 24 weeks of treatment, if deemed medically
12.23 appropriate by the employee's mental health professional and with the employer's approval.

12.24 (e) A fitness for duty presumption shall apply to an employee who is cleared to return
12.25 to work or light duty under paragraph (c) or (d), except as provided under subdivision 10.

12.26 (f) No employee shall be required to complete treatment under this subdivision more
12.27 than three times in ten years.

12.28 Subd. 5. **Continuation of salary and benefits.** (a) Subject to subdivision 9, for the
12.29 period that an employee is seeking initial or final approval under subdivision 3 or 6, appealing
12.30 a determination thereof, or receiving treatment under subdivision 4 or 7, the employer shall
12.31 continue:

12.32 (1) to pay, for a current employee only, the employee's full salary and employer-provided
12.33 benefits, including any employer contribution to health care and retirement benefits. The
12.34 employer must proportionally reduce the salary paid to an employee who is otherwise

13.1 receiving benefits for the disability that provide compensation for all or a portion of the
13.2 employee's salary for the same time period. Nothing in this paragraph requires an employer
13.3 to pay more than 100 percent of the employee's salary;

13.4 (2) to provide health insurance benefits to the employee and to the employee's dependents,
13.5 if the employee was receiving dependent coverage at the time of the injury, event, or onset
13.6 of the mental illness under the employer's group health plan; and

13.7 (3) to provide any other employment benefits provided to the employee under the
13.8 employee's currently applicable collective bargaining agreement.

13.9 (b) An employee shall obtain service credit for the treatment period required under
13.10 subdivision 4 or 7.

13.11 (c) Nothing prevents an employer from providing benefits in addition to those required
13.12 by this section or otherwise affects an employee's rights with respect to any other employment
13.13 benefit.

13.14 Subd. 6. **Final approval, denial, or continuation of treatment.** (a) Following completion
13.15 of treatment under subdivision 4, the association shall review an employee's application for
13.16 duty disability as provided under section 353.031, confirm the treatment requirements are
13.17 satisfied, and make one of the following determinations:

13.18 (1) continue the initial approval for an additional eight weeks for the employee to
13.19 complete additional treatment, as provided under subdivision 7;

13.20 (2) deny the employee's application for duty disability because the employee is:

13.21 (i) able to return to full-time work in the position held by the employee on the date of
13.22 the injury, event, or onset of the mental illness;

13.23 (ii) able to return to another vacant full-time position with the employer which provides
13.24 salary and employer-provided benefits, including pension benefits, that are equal to or
13.25 greater than those for the position held by the employee on the date of the injury, event, or
13.26 onset of the mental illness, as certified by the employer in the form and manner specified
13.27 by the executive director; or

13.28 (iii) otherwise determined to be ineligible under section 353.031; or

13.29 (3) approve the employee's application for duty disability because the employee is eligible
13.30 under section 353.031, at which time the employee is entitled to receive duty disability
13.31 benefits as provided under this section and any related benefits. The duty disability benefit

14.1 begins to accrue the day following the day on which the employer ceases to continue salary
14.2 and benefits under subdivision 5.

14.3 (b) Following completion of the additional treatment under subdivision 7, if applicable,
14.4 the association shall confirm the additional treatment requirements are satisfied, review any
14.5 updates to the employee's application for duty disability, and issue a final approval or denial,
14.6 as provided under paragraph (a), clauses (2) and (3).

14.7 (c) A fitness for duty presumption shall apply to an employee who is determined able
14.8 to return to work as provided under paragraph (a), clause (2), except as provided under
14.9 subdivision 10.

14.10 Subd. 7. **Additional treatment.** (a) Except as provided in paragraph (g), if, after
14.11 completing the treatment required under subdivision 4, the mental health professional's
14.12 report determines that the employee is making progress in treatment, and the employee's
14.13 prognosis is expected to further improve with additional treatment, the association shall
14.14 continue the employee's initial approval under subdivision 6, paragraph (a), clause (1), and
14.15 the employee shall complete up to an additional eight consecutive weeks of active treatment
14.16 modalities as provided under this subdivision.

14.17 (b) Treatment shall be at the direction of a mental health professional using treatment
14.18 modalities indicated for the treatment of the employee's diagnosed mental illness. An
14.19 employee shall not be penalized for an interruption in active, consecutive treatment that is
14.20 not initiated by or resulting from an intentional action of the employee. Subject to subdivision
14.21 9, the employer shall pay for the treatment costs and may seek reimbursement.

14.22 (c) The employee's mental health professional must assess the employee's progress in
14.23 treatment at the end of eight weeks, including any change to the employee's ability to return
14.24 to the position held by the employee on the date of the injury, event, or onset of the mental
14.25 illness, or to another position with the employer which provides salary and employer-provided
14.26 benefits, including pension benefits, that are equal to or greater than those for the position
14.27 held by the employee on the date of the injury, event, or onset of the mental illness. A final
14.28 determination under subdivision 6, paragraph (b), must be supported by an updated report
14.29 from the employee's mental health professional containing an opinion about the employee's
14.30 prognosis, the duration of the disability, and the expectations for improvement following
14.31 the additional treatment. An updated report that does not contain and support a finding that
14.32 the employee's disability as a result of a psychological condition will last for at least 12
14.33 months must not be relied upon to support final approval of duty disability benefits.

15.1 (d) The employee may return to full- or part-time work prior to the completion of the
15.2 eight weeks of treatment if the employee's mental health professional determines that they
15.3 are medically able to do so.

15.4 (e) The employee may return to light duty assignments, subject to availability of a
15.5 position, prior to the completion of the eight weeks of treatment, if deemed medically
15.6 appropriate by the employee's mental health professional and with the employer's approval.

15.7 (f) A fitness for duty presumption shall apply to an employee who is cleared to return
15.8 to work or light duty under paragraph (d) or (e), except as provided under subdivision 10.

15.9 (g) No employee shall be required to complete treatment under this subdivision more
15.10 than three times in ten years.

15.11 Subd. 8. **Treatment data.** A "health record," as defined by section 144.291, subdivision
15.12 2, paragraph (c), arising from treatment sought under this section is classified as private
15.13 data on individuals, as defined by section 13.02, subdivision 12, and must not be accessed
15.14 by, shared with, or disclosed or disseminated to the Bureau of Criminal Apprehension,
15.15 including through discovery or subpoena, in any type of investigation or legal action.

15.16 Subd. 9. **Employer reimbursement; limit.** (a) Except as provided in paragraph (c), an
15.17 employer subject to this section may annually apply by August 1 for the preceding fiscal
15.18 year to the commissioner of public safety for reimbursement of:

15.19 (1) the treatment costs incurred by the employer under subdivision 4 or 7;

15.20 (2) the costs incurred to continue salary and benefits as required under subdivision 5;
15.21 and

15.22 (3) the salary-related costs incurred to backfill a position for the treatment period required
15.23 under subdivision 4 or 7.

15.24 (b) An employer must apply for the reimbursement in the form and manner specified
15.25 by the commissioner of public safety.

15.26 (c) No employer shall be required to pay for the salary, benefits, and treatment costs
15.27 required under subdivisions 4, 5, and 7 for a single employee more than three times in ten
15.28 years.

15.29 Subd. 10. **Fitness for duty presumption.** (a) An employee who is cleared or determined
15.30 able to return to work or light duty under subdivision 4, paragraph (e); 6, paragraph (c); or
15.31 7, paragraph (f), is presumed fit for duty, except as follows:

16.1 (1) an employer may request a fitness for duty exam by an independent medical provider
16.2 if the exam is completed within six weeks of the employer receiving the determination from
16.3 the treating mental health professional, and the independent medical provider's report is
16.4 completed no more than six weeks later;

16.5 (2) an employee found unfit for duty by an independent medical provider under clause
16.6 (1):

16.7 (i) is presumed eligible for a duty disability, as provided under subdivision 6, paragraph
16.8 (a), clause (3); or

16.9 (ii) may appeal the independent medical provider's determination by requesting a
16.10 fact-finding session conducted by an administrative law judge assigned by the Office of
16.11 Administrative Hearing; and

16.12 (3) the fitness-for-duty timeline under this paragraph may be modified by mutual
16.13 agreement of the employer and employee.

16.14 (b) Nothing in this section shall be deemed to affect the Americans with Disabilities
16.15 Act, United States Code, title 42, chapter 126; the Family Medical Leave Act, United States
16.16 Code, title 29, chapter 28; or the Minnesota Human Rights Act, chapter 363A.

16.17 Subd. 11. **Report.** No later than four years after the day following final enactment of
16.18 this act, the executive director, in coordination with employers, employees, and mental
16.19 health professionals, shall submit a report to the chairs and ranking minority members of
16.20 the legislative committees with jurisdiction over labor and pensions regarding the impact
16.21 of this section on public safety duty disability trends and costs.

16.22 **Sec. 8. [626.8478] WELLNESS TRAINING.**

16.23 Subdivision 1. **Learning objectives and training course.** (a) The board must create
16.24 learning objectives to prepare peace officers for the stressful and traumatic events that are
16.25 common to policing and teach officers methods to process and cope with the stress and
16.26 trauma inherent to policing. The learning objectives must be updated as the board considers
16.27 appropriate.

16.28 (b) The commissioner of public safety, in consultation with the board, must create a
16.29 training course that incorporates each of the learning objectives established by the board
16.30 under paragraph (a).

17.1 Subd. 2. **Preservice training required.** (a) The learning objectives developed pursuant
17.2 to subdivision 1 must be included in the required curriculum of a professional peace officer
17.3 education program.

17.4 (b) A person is not eligible to take the peace officer licensing examination after July 1,
17.5 2024, unless the individual has received the training described in paragraph (a).

17.6 Subd. 3. **In-service training required.** Beginning July 1, 2024, the chief law enforcement
17.7 officer of every state and local law enforcement agency shall provide in-service wellness
17.8 training to every peace officer and part-time peace officer employed by the agency. The
17.9 training must comply with the learning objectives developed and approved by the board
17.10 and must meet board requirements for board-approved continuing education credit. A peace
17.11 officer with a license renewal date after June 30, 2024, is not required to complete this
17.12 training until the officer's next full three-year licensing cycle.

17.13 Subd. 4. **Record keeping required.** The head of each local and state law enforcement
17.14 agency shall maintain written records of the agency's compliance with the requirements of
17.15 subdivision 3. The written records are subject to periodic review by the board and must be
17.16 made available to the board at its request.

17.17 Sec. 9. **APPROPRIATIONS.**

17.18 (a) Beginning in fiscal year 2024, an amount sufficient for the purposes of Minnesota
17.19 Statutes, sections 352B.102 and 353.032, including reimbursing employers for the costs of
17.20 treatment, payment of continued wages and benefits, and backfilling positions is appropriated
17.21 from the general fund to the commissioner of public safety.

17.22 (b) Beginning in fiscal year 2024, an amount sufficient for the purposes of reimbursing
17.23 employers under Minnesota Statutes, section 299A.465, subdivision 4, is appropriated from
17.24 the general fund to the commissioner of public safety.



West Hennepin Public Safety Department
Citizens Police Academy
"The Alumni"

West Hennepin Public Safety Department is proud to invite our Citizens Police Academy "Alumni" to celebrate our annual Citizens Police Academy graduation.

When: Thursday, May 25, 2023
Time: 8 p.m.
Where: Independence City Hall
1918 County Road 90
Maple Plain

Cake and coffee will be provided. We hope to see you there. If you can attend please wear your graduation shirt.

Sincerely,

WEST HENNEPIN PUBLIC SAFETY

Gary Kroells
Director of Public Safety

GK/kc

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West Hennepin Public Safety Department
1918 County Road 90 / Maple Plain, Minnesota 55359
Phone: (763) 479-0500 / Fax: (763) 479-0504
Web Address: <http://www.westhennepin.com> E-mail: westhennepin@westhennepin.com

RESOLUTION 2023-0425-01
CORPORATE AUTHORIZATION RESOLUTION



BE IT RESOLVED THAT:

1. The Bank of Maple Plain is designated as the depository for the funds of the West Hennepin Public Safety Department.
2. This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by Bank of Maple Plain.
3. All transactions, if any, with respect to any deposits, with-drawals, rediscounts and borrowing by or on behalf of West Hennepin Public Safety Department with Bank of Maple Plain prior to the adoption of this resolution are hereby ratified, approved and confirmed.
4. Any of the persons named below, so long as they act in a representative capacity as agents of West Hennepin Public Safety Department, are authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the power indicated below, from time to time with the Bank of Maple Plain, concerning funds deposited in Bank of Maple Plain, monies borrowed from Bank of Maple Plain or any other business transacted by and between West Hennepin Public Safety Department and Bank of Maple Plain subject to any restrictions stated below.
5. Any and all prior resolutions adopted by the Board of Commissioners of the West Hennepin Public Safety Department and certified to Bank of Maple Plain as governing the operation of the West Hennepin Public Safety Department's account (s), are in full force and effect, unless supplemented or modified by this authorization.
6. West Hennepin Public Safety Department agrees to the terms and conditions of any account agreement, properly opened by any authorized representative (s) of West Hennepin Public Safety Department, and authorizes the Bank of Maple Plain, at any time, to charge the West Hennepin Public Safety Department for all checks, drafts or other orders for the payment of money, that are drawn on the Bank of Maple Plain, regardless of by whom or by what means the facsimile signature may have been affixed so long as they resemble signature specimens in section below (or the facsimile signature specimens that West Hennepin Public Safety Department files with the Bank of Maple Plain from time to time) and contain the required number of signatures for this purpose.

If indicated, any person listed below (subject to any expressed restrictions) is authorized to:

- a. Marvin Johnson, Mayor of Independence
- b. Julie M. Maas-Kusske, Mayor of Maple Plain
- c. Linda R. Betts, Commissioner
- d. Andy R. Burak, Commissioner
- e. Gary Kroells, Director
- f. Clarissa Hadler, Maple Plain City Administrator
- g. Mark Kaltsas, Interim Independence City Administrator

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West Hennepin Public Safety Department
1918 County Road 90 / Maple Plain, Minnesota 55359
Phone: (763) 479-0500 / Fax: (763) 479-0504

Web Address: <http://www.westhennepin.com> E-mail: westhennepin@westhennepin.com

Current bank accounts: WHPS, #05-330-5
Crime Prevention, #05-476-2
Reserves, #05-366-3

a, b, c, d, e (1) Exercise all the powers listed in (2) through (6).

e (2) Open any deposit or checking account (s) in the name of West Hennepin Public Safety Department.

a, b, c, d, e (3) Sign checks and orders for the payment of money and withdraw funds on deposit with West Hennepin Public Safety Department. Number of authorized signatures required for this purpose-2.

a, b, c, d, e (4) Endorse checks, money orders or other investments for deposit of funds into West Hennepin Safety Department Accounts. Number of authorized signatures required-1.

a, b, c, d, e (5) Borrow money on behalf and in the name of West Hennepin Public Safety Department, sign, execute and deliver promissory notes or other evidence of indebtedness. Number of authorized signatures required for this purpose -2.

a, b, c, d, e (6) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by West Hennepin Public Safety Department as security for the sum borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, of non-payment, Number of authorized signatures required for this purpose-2.

a, b, e (7) Enter into written lease for the purpose of renting and maintaining a Safe Deposit Box at the Bank of Maple Plain. Number of authorized persons required to gain access and to terminate the lease -1.

a, b, c, d, e, f, g (8) Sign checks and orders for the payment of funds on deposit with West Hennepin Public Safety for the purpose of payroll only. Number of authorized signatures required for this purpose-2.

Gary Kroells, Director

Marvin Johnson, Board Chairperson

April 25, 2023

April 25, 2023

Effective Date

Effective Date