



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

**POLICE COMMUNITY ADVISORY
BOARD MEETING AGENDA**
Thursday, January 16, 2025
4:00 PM

The Purpose of the Grand Rapids Police Community Advisory Board (The Board) shall be to establish and enhance communication between Grand Rapids residents, Police Department and City Council. Together, the Advisory Board and Police Department will identify and focus on public safety issues and collaborate with community leaders, community organizations and stakeholders in developing solutions to multi-faceted community concerns. The Board provides recommendations to the Chief of Police and City Council as to how issues should be addressed.

CALL TO ORDER: Pursuant to due notice and call thereof, the Police Community Advisory Board will hold a regular meeting on Thursday, January 16, 2025 at 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids.

ROLL CALL:

PUBLIC INPUT (if anyone wishes to address the Board): This is your opportunity to approach the Police Community Advisory Board and publicly comment and/or share a concern about your specific issue. We ask that you approach the podium and provide your name and address for the record. A timer will be set for 5 minutes of comment. We ask that members of the public not applaud, engage in conversation, or engage in other behavior through words or action that may disrupt the following proceedings of the board. This is not a dialog, debate, or back and forth with the board but if there is something that needs to be followed up on after the meeting, we and/or City staff will do so and report back to the Police Community Advisory Board if necessary.

SETTING THE AGENDA:

CORRESPONDENCE:

APPROVE MINUTES:

- [1.](#) Consider approving minutes from the November 21st, 2024 regular meeting.

BUSINESS:

- [2.](#) Accept 2025 Meeting Calendar
- [3.](#) Recognize the reappointments for PCAB

Nicolette Roberts
Jessica Malmquist
Cassey Casteel

4. At the first meeting of the year, Board members shall select, by majority vote, a chair, vice chair, and secretary to serve until December 31st or until their successors are chosen.
 1. Chair
 2. Vice Chair
 3. Secretary

5. Mental Health Calls and Crisis Calls

6. 2024 GRPD Year End Stats.

7. 2025 Department Goals Draft

8. 2024 Department Goals - review

9. GRPD Pepperball Policy

UPDATES:

10. Grand Rapids Police Departments New hires: Introduction
 1. Brooks Bachmann - New Officer
 2. Angie Hill - Administrative Assistant

ANNOUNCEMENTS:

SET AGENDA FOR NEXT MEETING:

ADJOURN:

ATTEST:

MEETINGS AND ATTENDANCE

The Board shall meet at minimum, four times each year as determined by the chair. A regular meeting may be cancelled by the chair or a majority of the Board. Every Board member shall be required to attend at least 75% of all meetings each calendar year. Board members who are unable to meet the attendance requirements may be removed by a majority vote of the Board. Prior to a vote considering the potential removal of a member, the member shall be afforded an opportunity to explain his or her reason for non-attendance.

BOARD MEMBERS AND TERMS

Dan Butterfield	12/31/2026	Wendy Uzelac	12/31/2025
Stephen Connolly	12/31/2026	Cassey Casteel	12/31/2027
Tom Neustrom	12/31/2025	Nicolette Roberts	12/31/2027
Jessica Malmquist	12/31/2027		



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**POLICE COMMUNITY ADVISORY
BOARD MEETING MINUTES**
Thursday, November 21, 2024
4:00 PM

The Purpose of the Grand Rapids Police Community Advisory Board (The Board) shall be to establish and enhance communication between Grand Rapids residents, Police Department and City Council. Together, the Advisory Board and Police Department will identify and focus on public safety issues and collaborate with community leaders, community organizations and stakeholders in developing solutions to multi-faceted community concerns. The Board provides recommendations to the Chief of Police and City Council as to how issues should be addressed.

SPECIAL MEETING:

CALL TO ORDER: Pursuant to due notice and call thereof, the Police Community Advisory Board will hold a regular meeting on Thursday November 21, 2024 at 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids.

Meeting called to order at 4:04 PM

ROLL CALL:

PRESENT

Board Member Dan Butterfield
Board Chair Stephen Connolly
Board Member Tom Neustrom
Board Member Wendy Uzelac
Board Member Nikki Roberts
Board Member Jessica Malmquist

ABSENT

Board Member Cassey Casteel

PUBLIC INPUT (if anyone wishes to address the Board): This is your opportunity to approach the Police Community Advisory Board and publicly comment and/or share a concern about your specific issue. We ask that you approach the podium and provide your name and address for the record. A timer will be set for 5 minutes of comment. We ask that members of the public not applaud, engage in conversation, or engage in other behavior through words or action that may disrupt the following proceedings of the board. This is not a dialog, debate, or back and forth with the board but if there is something that needs to be followed up on after the meeting, we and/or City staff will do so and report back to the Police Community Advisory Board if necessary.

Larrisa Lawson of Grand Rapids, MN. 55744

Spoke of interest on being on the Police Advisory Board.

SETTING THE AGENDA:

Motion by Board Member Neustrom second by Board Member Butterfield to approve the agenda as presented. All were in favor.

CORRESPONDENCE:

None

APPROVE MINUTES:

Motion by Board Member Butterfield, second by Board Member Neustrom to approve the minutes for September 19th, 2024. The following voted in favor thereof: Yea: Butterfield, Neustrom, Connelly, Roberts, Uzelac, Malmquist. Opposed: None.

1. Approval of the Minutes of September 19, 2024.

Motion made by Board Member Butterfield, Seconded by Board Member Neustrom to approve the minutes for September 19, 2024. Voting Yea: Board Member Butterfield, Board Chair Connelly, Board Member Neustrom, Board Member Casteel, Board Member Roberts, Board Member Uzelac, and Board Member Malmquist.

BUSINESS:

2. Explanation of PCAB Secretary Roles/Duties

Board Member Castell joined the meeting at 5:00PM.

Duties include that in the absences of the Chair and the Vice Chair the duties of the chair shall be performed by the secretary. All other duties will be completed by Police Department Staff.

3. Juvenile Justice

Discussion regarding the process of handling juvenile case files regarding possible placement whether that be criminal or environment.

4. Homeless Population and City Policies and Procedures pertaining to this.

Discussion regarding housing for homeless individuals in the area. Grace House currently is under construction (working towards additional bed space). Offers area hotels for housing currently.

5. Policy on being notified of community events

By contacting the Grand Rapids Police Department when your event will be taking place. We can then provide officers to assist with traffic or help in other areas of your event.

6. Upcoming Event:

-Shop With a Hero

Shop with a Hero December 15, 2024 on Sunday at Walmart starting at 9:00 AM in the garden center.

UPDATES:

Brooks Bachmann new hire as Grand Rapids Police Officer and Sean Smallen returned a an Officer.

TZD truck that GRPD received is out and working on the road. A huge thank you to Captain Ott for his time and efforts to making this happen.

ANNOUNCEMENTS:

Lights in the Pines 2nd year of making the Holidays brighter starts December 6th an 7th and continues every weekend until Christmas. Cost to drive through this year is \$10.00 a car.

Next meeting will be election of officers.

Setting of Dates for the year

SET AGENDA FOR NEXT MEETING:

Next regular meeting is scheduled for January 16th 2025.

ADJOURN:

There being no further business the meeting adjourned at 5:30PM.

ATTEST:

MEETINGS AND ATTENDANCE

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BOARD MEMBERS AND TERM EXPIRATION

Dan Butterfield 12/31/2026
Stephen Connolly 12/31/2026
Tom Neustrom 12/31/2025
Jessica Malmquist 12/31/2024

Wendy Uzelac 12/31/2025
Cassey Casteel 12/31/2024
Nicolette Roberts 12/31/2024



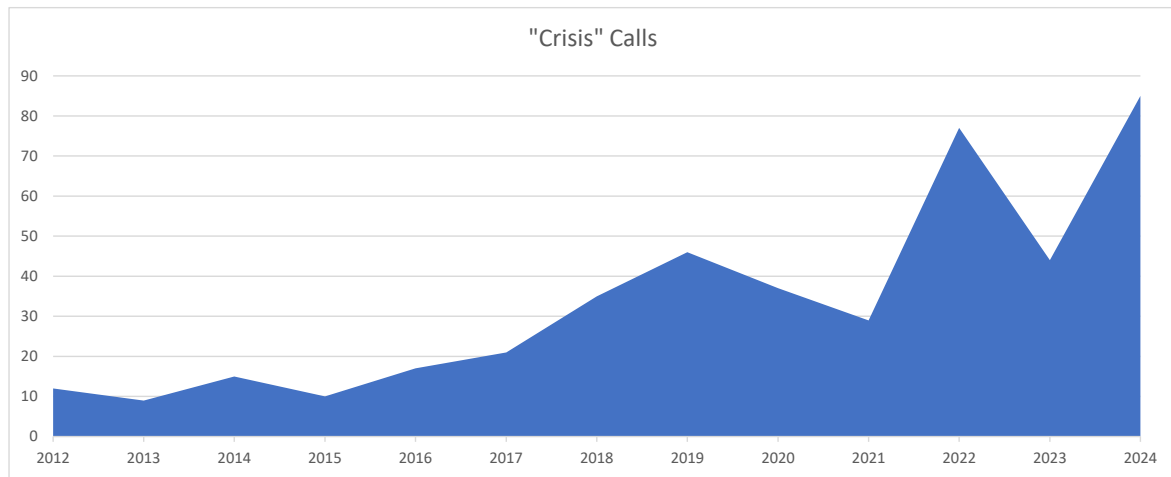
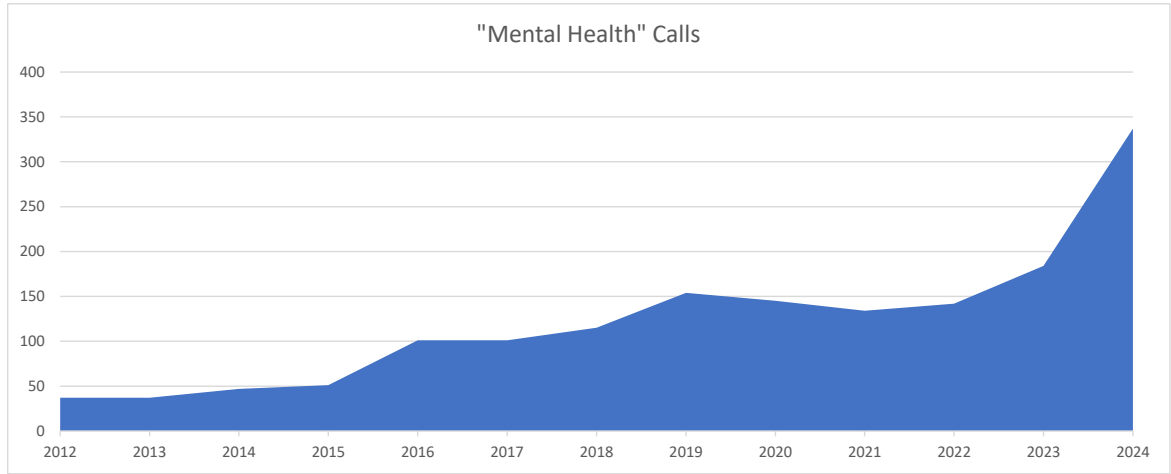
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2025

January							February							March						
Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.
			1	2	3	4							1							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29
April							May							June						
Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30					
July							August							September						
Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.
		1	2	3	4	5						1	2		1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30				
October							November							December						
Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.
			1	2	3	4							1		1	2	3	4	5	6
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			

- Golf Course Board - 7:30 am
- Cable TV Comm. - Noon
- Public Util. Comm.
- PC Planning Comm. - 4 pm
- Library Board - 5 pm
- Arts & Culture Comm. - 3:45 pm
- Economic Devl. Authority - 4 pm
- Council Worksession - 4 pm
- City Council Mtg - 5 pm
- PCAB Police Advisory Board - 4 pm
- Fire Dept. Bus. Mtg. - 7 pm
- Human Rights Comm. - 4:00 pm
- Payroll
- Holiday
- Civic Center Adv. Board - 6 pm
- WS Work Session Public Utilities
- Flex Benefits Deadline

Year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
"Mental Health" Calls	37	37	47	51	101	101	115	154	145	134	142	184	337
"Crisis" Calls	12	9	15	10	17	21	35	46	37	29	77	44	85



Jan 1- June 10	2022	2023	2024	2025
"Mental Health"	48	89	83	
"Crisis"	5	20	36	
Sum	53	109	119	

10,248

+ 7.2%

CALLS FOR SERVICE

152

-22%

ARRESTS

55

-25%

ASSAULTS

328

+4%

THEFTS

2,691

+ 26%

TRAFFIC STOPS

1,112

Over 40% of Drivers Warned

TRAFFIC WARNINGS

81

+ 31%

DWIS

378

+5%

ACCIDENTS



GRAND RAPIDS POLICE DEPARTMENT



2025 GRPD Goals

1. Continue efforts to improve partnerships (Inside and Out)
2. Review Staffing Levels
 - a. Current Hiring Process closes January 10, 2025 with a late winter expected start date
 - b. Continue Sarah Phillips Hiring Process previously approved by Council with a start date of June 2025
 - c. Continue to evaluate an appropriate start date of DWI Officer
3. Resume and expand GRPD community events / presentations.
 - a. Resume all from previous (National Nite Out, Citizen Academy, Safety Camp, Shop with a Hero) and continue to recruit staff to assume lead positions.
 - b. Expand
 1. Active Threat / Situational Awareness Presentations
 2. GR Hotel Interdiction Presentation- Mattson / Saw / AIM VCET
 3. Gas Station- Smith / Dirkes
 4. Senior Identity Safety- Saw / Norris
4. Explore the viability of Flock Technology
 1. Department Leadership
5. PepperBall implementation
 - a. Train the Trainer
 - b. Policy
 - c. Deploy and implement once all staff is trained
6. Explore expanding the GRPD Officer Wellness Program
 - a. Mental Health (Neck up Checkups- already established)
 1. Breitbarth
 2. Barratto
 - b. Consider adding additional elements to Wellness Program
 1. Physical Fitness
 2. Additional Presentations- Breach Point

2024 GRPD Goals

1. Continue efforts to improve partnerships (Inside and Out)
 - ✓ Will always receive attention.
2. Review Staffing Levels
 - a. Historic Review of GRPD Staffing Levels
 - ✓ Approached Council with GRPD history and call volume data.
 - b. External Comparison
 - ✓ Concluded that 22 sworn was a goal- working toward such prior to SRO contract being cut in half.
 - ✓ Currently projected at 21 June 2025
3. Resume and expand GRPD community events / presentations.
 - a. Resume all from previous (~~Polar Plunge~~, National Nite Out, Citizen Academy, Safety Camp, Shop with a Hero) Recruit staff to assume lead positions.
 - ✓ All reestablished except Polar Plunge (SOMN relocated to HIB)
 - ✓ Carlson / NNO, Smith Safety Camp, Dirkes and Norris SWH
 - b. Expand
 - ✓ Active Threat / Situational Awareness Presentations
 - ✓ GR Hotel Interdiction Presentation
 - ✓ Gas Station
 - ✓ Senior Identity Safety
4. Explore the viability of Flock Technology
 - ✓ State of MN are idiots with “right of way rules”
 - ✓ Currently stalled out awaiting State
5. Explore expanding the GRPD Officer Wellness Program
 - a. Mental Health (Neck up Checkups- already established)
 - ✓ MBTI II Testing / Presentation with Doctor Kummerow
 - b. Consider adding additional elements to Wellness Program
 - ✓ Physical Fitness
 - ✓ Additional Presentations- Currently in talks with Breach Point

PEPPERBALL LAUNCHERS, PROJECTILES, AND BLAST

311.1 POLICY

It is the policy of the Grand Rapids Police Department to utilize the non-lethal PepperBall launcher systems and PepperBall BLAST as an authorized police tools to control a non-compliant, violent, or armed subject in order to protect officers and others from harm. It may also be utilized in crowd management and crowd control to disperse, displace, or direct non-compliant crowds.

311.2 DEFINITIONS

Non-Lethal: Chemical agent delivery system that uses HIGH-PRESSURE AIR (large capacity hoppers), and CO2 (limited capacity magazines) to deliver PAVA powder PROJECTILES.

- Combines chemical agent exposure with kinetic impact.
- Effective on individuals as well as large groups of people for riot and crowd control.

PepperBall Launcher: PepperBall Launchers are intermediary force tools with yellow markings that deploy projectiles with compressed air of multiple types. PepperBall should be deployed to areas of the subject's body that are considered unlikely to cause death or serious physical injury.

PepperBall Projectiles: PepperBall projectiles are a .68 caliber projectile of varying functionality manufactured and approved by PepperBall in different forms, including but not limited to chemical irritants, glass breaking functionality, inert and marking.

Target Areas: Approved PepperBall target areas include the torso and limbs. PepperBall should not intentionally be targeted at the head, neck, throat, groin, and spine unless deadly force is authorized.

PepperBall Blast: PepperBall BLAST is a reliable close-range response to an attack or other use of force. The Blast delivers a payload equal to 3X projectiles' worth of powder and leaves a cloud of powder between the officer and the subject allowing the officer time to get a better reactionary distance or call for assistance. The BLAST-GB has a durable, high-hardness tungsten carbide hammer tip to safely break through auto and other glass.

311.3 PROCEDURE

- A. PepperBall launchers in most cases should be delivered in accordance with the manufacturer's recommendations and guidelines however, each situation must be evaluated on the totality of the circumstances at the time of deployment. Officers are not restricted solely to use according to manufacturer's recommendations.
- B. PepperBall products are a non-lethal use of force option and fall between verbal commands and less than lethal options.
- C. Only officers trained in the use of PepperBall launchers are authorized to deploy them.
- D. Only City approved PepperBall launchers are authorized for use.
- E. Only a designated PepperBall launcher will be used to deploy the PepperBall projectiles.
- F. Only officers who are trained may load or refill the PepperBall launchers with the projectiles and compressed air.
- G. Prior to firing the launcher, an officer should, if practicable, inform other officers on scene and dispatch that PepperBall launchers are available and ready for deployment.
- H. Prior to firing the launcher, an officer should give verbal warning, if feasible, to the subject unless it would otherwise endanger the safety of officers or when it is not practicable due to the circumstances.
- I. Lethal cover options should be considered, prior to the deployment of PepperBall systems.
- J. A narrative report will be completed by the deploying officer in all PepperBall system deployments.
- K. Only officers trained as a PepperBall instructor or armorer may alter or adjust the pressure (PSI) of the launcher and its air tank.

311.4 DEPLOYMENT AREAS

- A. PepperBall projectiles will be delivered to the suspect target areas based on the circumstances involved in the incident. The threat level of the suspect, the proximity of officers to the suspect, the position of the suspect related to the availability of potential target areas, the physical layout of the incident scene, and officer safety issues present are all factors to consider when selecting a target area.
- B. Intentional impacts to the head, neck, throat, groin, and spine area are considered deadly force, and will be avoided unless the use of deadly force is justified.

- C. The PepperBall system may be used to effectively control animals with kinetic impacts and chemical irritant projectiles when necessary.
- D. PepperBall projectiles can be used to saturate an area around a subject in an effort to gain compliance.
- E. The officer should adjust targeting for wind conditions by adjusting his/her position and/or by using test rounds to determine wind direction.
- F. Upon the discharge of any PepperBall projectile, the on-duty supervisor should be notified as soon as practicable.
- G. The use of the glass-shattering projectile should not be used on any person unless the situation calls for the use of deadly force.
- H. The PepperBall launcher system is authorized for the use during a crowd control situation. Prior to firing the launcher, an officer should give verbal warnings, if feasible, to the subject(s).
- I. The PepperBall BLAST should be aimed at center mass with the PAVA powder saturating the upper chest and mucus areas of the head.
- J. PepperBall BLAST can also be utilized effectively through small openings to fill a room, vehicle, or other enclosed area with a cloud of LIVE-X PAVA powder. Pointing the BLAST toward the ceiling will cause this powder to stay airborne, causing maximum physiological and psychological effects to the subject(s), and encouraging submission.
- K. Photographs of the scene and affected person shall be taken after each deployment if possible.

311.5 TREATMENT AND DECONTAMINATION

- A. All subjects who are struck by a PepperBall projectile or PepperBall BLAST should be evaluated for injuries and if deemed necessary or requested, be seen by emergency medical services. Any subject struck by a PepperBall projectile or PepperBall BLAST has the right to refuse medical treatment. Photographs of the subject's injuries will be taken whenever possible. A medical release form should be requested if the subject is evaluated at a medical facility.
- B. The affected subject(s) should be removed to an area of fresh air.
- C. Shake any pepper powder off the subjects clothing. Cool, clean water can be used to wash powder off exposed skin.

311.6 STORAGE/MAINTENANCE

- A. PepperBall launchers have several delicate parts that can wear out easily if the system is not cared for properly.

- B. The following steps should be followed in the order listed to maintain the life of the launcher:
- i. Safety on.
 - ii. Turn pressure off.
 - iii. Remove magazine from the stock.
 - iv. Remove the projectile from the chamber.
 - v. Place projectile back in the magazine.
- C. PepperBall launchers will only be stored in designated locations and within assigned squad cars.
- D. Only trained PepperBall armorers are allowed to lubricate and clean the PepperBall launchers.

