



STATE OF MINNESOTA

Violent Crime Coordinating Council

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St. Paul Police Ex. Commander, Ken Reed, Chair; Duluth Chief Gordon Ramsay, Vice-Chair

MEETING MINUTES FOR 10/9/2012 OF THE VIOLENT CRIME COORDINATING COUNCIL (VCCC)

Council members in attendance: Drew Winter, Assistant U.S. Attorney (for B. Todd Jones); David Voigt, Deputy Attorneys General; Cari Gerlicher, DOC; Dave Bjerga, BCA (for Wade Setter); Chris Benson, White Earth Police Department; Sheriffs Representatives: Jim Jensen, Matt Bostrom, Bill Hutton and Kip Carver (for Rich Stanek); Chiefs of Police Representatives: Gordon Ramsay, Mike Goldstein, Janee Harteau (for Tim Dolan), and Ken Reed; County Attorney Representative: Benjamin Bejar; Citizen Representatives: Hector Garcia, Bill Ziegler and Melvin Carter

Staff: OJP Staff: Sue Perkins, State Program Administrator; Kristin Lail, Grants Coordinator; and Bob Bushman, Statewide Gang and Drug Coordinator. John Gross, Assistant Attorney General (legal counsel).

Excused: Senior Assistant County Attorney Hilary Caligiuri.

Guests: Drew Evans (BCA); John Kirkwood (RCSO); Manuel Guerrero; Jeff Brumfield (Dodge County Sheriff's Office); and Mark Dunaski (DPS Asst. Commissioner)

Meeting materials included: agenda, 8/8/ meeting minutes, and letter from Commissioner Dohman with approved gang criteria.

WELCOME AND INTRODUCTIONS

Chief Ramsay made opening remarks and welcomed everyone to Duluth. The meeting was called to order at 12:05 p.m. by Chair Ken Reed.

Action on 8/8/2012 meeting minutes: Motion by Hutton and second by Gerlicher to approve. Motion passed.

Action on 10/9/12 agenda: A report on the Community Engagement Committee by John Gross was added to the agenda. Motion by Goldstein and second by Ramsay to approve agenda. Motion passed.

DATA COMMITTEE REPORT

The October 2nd letter from Commissioner Dohman on the Gang Criteria was reviewed and no approval was necessary. The distribution plan for the 9 point criteria and letter will include multijurisdictional narcotics task forces, police chiefs, sheriffs, county attorneys, cities and counties. It will also be distributed to the e-mail list from community meetings. Gerlicher also asked that the Commissioner of the Department of Corrections be added to the distribution list and that an effective date be noted. Goldstein also noted that

they are continuing to work on a method for state agencies to manage a data base, so for now all departments should maintain their own data on individuals meeting gang criteria.

Harteau asked about next steps for training and use of criteria by local law enforcement agencies and Carver asked if compliance could be linked to task force funding. Reed confirmed that funding is not linked yet and Gross noted that the initial focus would be on task forces then recommendations for other local law enforcement agencies. Carter also clarified whether the parental notification was a recommendation or mandate and Reed noted that it was recommended and one of the considerations of the community engagement committee. Bejar suggested next steps for the cover letter from the VCCC and will work with Reed on a draft. Benson asked if VCCC would create a gang criteria form and Reed confirmed that each task force or law enforcement agency should develop their own form. Gerlicher suggested highlighting significant changes from the past criteria, such as the felony-level offenses. Reed did not think including a copy of the statute was necessary. Bejar asked about media coordination and Reed noted that the Public Information Officers for DPS and the St. Paul Police Department would be involved in distribution. Perkins also noted that the criteria would also be posted on the VCCC website. There was a motion by Golstein to approve the Gang Criteria distribution plan which was seconded by Ramsay. The motion passed.

GOVERNANCE COMMITTEE REPORT

With two key positions retiring the OJP law enforcement staff is in transition. The job posting for statewide coordinator position in review by human resources and they will also screen all applicants for minimum requirements. The governance committee will interview candidates and make recommendations to the DPS Commissioner. Position review committee will include Ramsay, Harteau, Carver, Hutton and Kirkwood. Carter, Gerlicher and Lail also volunteered to assist with the interview process.

It is unclear if any current task force commanders or BCA supervisors will apply for the statewide coordinator position. Reed noted that there were 22 applicants when Bushman was hired. In the meantime, Perkins asked BCA for a designated point person from the narcotics unit as an acting contact. Perkins has subsequently met with Brian Marquart from Brainerd to coordinate.

PROFESSIONAL STANDARDS & ACCOUNTABILITY COMMITTEE REPORT

Gerlicher reported that there had been no new audit reports since the August meeting, but there were six in process. Bjerga noted that Evans will take his place on the committee upon his retirement. Most audits will be completed by the end of the year and there will be more to report at the December meeting.

COMMUNITY ENGAGEMENT COMMITTEE REPORT

Gross reported responses from about half of the task forces for committee to address advisory boards on community engagement issues. They will be convening a subcommittee meeting to discuss next steps. Garcia shared feedback on the INS Roundtable as a potential model for this group. Gross agreed but noted that the focus would be on task forces and problem solving rather than fielding specific complaints.

STATEWIDE COORDINATOR UPDATE

Bushman reported on five previous audits, noting that no significant issues were found. He also reported on recent technical assistance site visits to the North Central Minnesota Task Force in Mille Lacs on reporting issues and to the West Central Minnesota Task Force in Alexandria on financial reporting.

Bushman also reported that the permit from the MPCA has been approved for drug disposal at the 3M facility in Cottage Grove. OJP and BCA staff will continue to meet with 3M and MPCA staff to work out the policies and procedures for law enforcement drug disposal. He also noted that drugs from turn back programs should continue to be forwarded to regional incinerators.

Bushman also reported on MCAA training. As a follow up to the Top Gun joint training for law enforcement and prosecutors, MCAA will be hosting a 2013 course on electronic surveillance including GPS tracking and Title 3 wire taps. Training on field testing of narcotics for line officers has also been an identified training need in response to crime lab issues.

In addition, Bushman mentioned a meeting with Paul Webber from Banker's Systems in Burnsville which sells money county machines for about \$5,000 each. He recommends their use by task forces on buy funds and seizures noting that they can handle 1,200 bills per minute: counting, sorting and documenting serial numbers. Currently Ramsey County and City of St. Paul are using these devices and Bushman recommends one for each task force and state patrol offices. Reed asked how the data was maintained and Bushman noted that it resides in the machine but could be shared between task forces or coordinated by a central source, such as BCA or MNJAC.

In closing, Bushman noted that the task forces are doing good work and thanked the committee for their support. Reed wished him well in his retirement.

OJP UPDATE

- Task force grants have been amended through 12/31/2013, with the expectation that funding for the second six months will be approved by the state legislature.
- OJP has developed a resource disk on heroin which will be discussed more on the 2nd day of the retreat.
- BCA conducted an audit on the pointer file. Of the 1,600 files reviewed almost half were purged so about 830 are remaining.
- The DHS Statewide Substance Abuse Strategy has been released with bullets on task force funding and training.
- The National Criminal Justice Association has conducted a study of state task force funding and noted that Minnesota has more accountability than other states. Bushman has shared oversight policies and procedures with many states.

Perkins noted that she will also be retiring before the next VCCC meeting and that Lail would likely take over the position.

NEW BUSINESS

There was no new business proposed. A motion to adjourn the meeting was made, seconded and passed. The VCCC business meeting was adjourned at 1:10 p.m. The retreat continued with presentations on Criminal Intelligence and Chapter 13, National Standards for 28 CFR part 23 and Heroin abuse in Minnesota

Respectfully submitted by: Kristin Lail, OJP Grants Manager.