

Filed by CM  
4-7-16

February 22, 2016

Officer Troy Carlson

**13.43 - Personnel Data**

Minneapolis Police Department

RE: OPCR Case Number #14-04997

**Notice of Suspension (40 hours suspension without pay)**

**Letter of Reprimand**

Officer Carlson,

The finding for OPCR Case #14-04997 is as follows:

MPD P/P 5-301.01 Use of Force.....SUSTAINED (Category C)

MPD P/P 5-306 Use of Force Reporting in CAPRS.....SUSTAINED (Category C)

MPD P/P 5-306 Use of Force Reporting to a Supervisor.....SUSTAINED (Category B)

As discipline for this incident you are suspended for 40 hours without pay.

In addition, this letter will also serve as a Letter of Reprimand for 5-306; Use of Force Reporting to a Supervisor.

This case will remain in OPCR files per the record retention guidelines mandated by State Law.

Be advised that any additional violations of Department Rules and Regulations may result in disciplinary action up to and including discharge from employment.

Sincerely,

Janee Harteau  
Chief of Police



By: Kristine Arneson  
Assistant Chief





# DISCHARGE, SUSPENSION OR INVOLUNTARY DEMOTION FORM

Please enter the requested information directly into the form and provide a copy to the employee once completed and signed.

Employee Name: Troy Carlson	Employee ID: 000998
Job Title: Officer	Job Code:
Department: Minneapolis Police Department	
Is this employee a Veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown	
Has this employee passed probation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

### NATURE OF TRANSACTION:

Discharge: Effective Date: At  a.m.  p.m.

Probationary Release: Effective Date: At  a.m.  p.m.

Suspension without pay: Total Working Days (or hours): 5 Days (40 hours) Beginning on: Ending on:  
2/24/2014 - 2/27/2014  
and 3/2/2014

Demotion:  
 Permanent - Effective Date:  
 Temporary - Beginning on: Ending on:

Demoted to:

Job Title: Job Code: at the following hourly rate of pay or annual salary: \$

### REASON(S) FOR THIS ACTION: (Attach Letter of Determination)

Violation of Civil Service Commission Rule 11.03 - Subdivision: B-18

A. Substandard Performance

B. Misconduct

Violation of the following Department Rule(s), Law(s), Ordinance(s), or Regulation(s): 5-301.01, 5-306

## NOTICE TO CLASSIFIED EMPLOYEES OF LEGAL RIGHTS

### DISCHARGE AND PROBATIONARY RELEASE AND SUSPENSION AND INVOLUNTARY DEMOTION

**Probationary Non-veteran Employees** - Employees who have not passed probation and are not eligible veterans do not have a right to a hearing before the Civil Service Commission (CSC).

**Veteran Employees (Probationary and Permanent)** - Any classified employee, holding a position by appointment or employment with the City or Park Board of Minneapolis, and who is a veteran separated from the United States military service under honorable conditions, has a right to a hearing prior to discharge, probationary release, involuntary demotion, or disciplinary suspension in excess of 30 days. No City employee who is a veteran can be removed or demoted except for incompetence or misconduct shown after a hearing, upon due notice, and upon stated charges presented in writing. Temporary employees who are veterans do not have a right to a hearing.

**Permanent Non-Veteran Employees** have a right to a hearing by the CSC upon written request. Non-veterans who have passed probation are permanent employees.

**Disciplinary Suspension or Demotion** - Employees may be suspended without pay for disciplinary reasons for periods not to exceed 90 calendar days. Suspensions of 31 to 90 calendar days may be appealed by the employee to the CSC.

Employees may be demoted for disciplinary reasons and/or for substandard performance, either temporarily (up to 180 days) or permanently. Permanent employees may appeal any permanent demotion and/or salary decrease.





# DISCHARGE, SUSPENSION OR INVOLUNTARY DEMOTION FORM

## NOTICE TO CLASSIFIED EMPLOYEES OF LEGAL RIGHTS continued

### REQUESTING A HEARING

**IMPORTANT:** The employee should refer to the Civil Service Rules and/or the appropriate labor contract to determine what, if any, appeal rights he or she may have. The employee may choose whether to appeal this action through the CSC or through processes available through a labor contract, but may not appeal through both.

**Requesting a Hearing: Non-Veterans** - A written request for hearing must be mailed to the CSC within 10 calendar days of when this notice was served in person or was received for at the employee's last known address. The 10 days are counted from the first day after the notice was personally served or the date the notice was received by certified mail. If the tenth day falls on a Saturday, Sunday, or legal holiday, the request may be served on or before the following business day. The date of postmark must be within that 10-day period. The request for a hearing may be accompanied by the employee's statement of his or her version of the case.

**Requesting a Hearing: Veterans** - A written request for hearing must be mailed to the CSC within 60 calendar days of when the notice was served in person or was received for at the employee's last known address. The 60 days are counted from the first day after the notice was personally served or the date the notice was received by certified mail. If the 60th day falls on a Saturday, Sunday, or legal holiday, the request may be served on or before the following business day. The date of postmark must be within that 60-day period. The request for a hearing may be accompanied by the employee's statement of his or her version of the case.

ALL REQUESTS FOR A HEARING AND APPEALS SHOULD BE MAILED WITHIN THE REQUIRED TIMELINES TO:

Minneapolis Human Resources Department/Civil Service Commission  
250 South 4th Street, Room 100  
Minneapolis, MN 55415

### NOTIFICATION TO EMPLOYEE:

- The employee was given an opportunity to respond to the written charges at a pre-determination meeting held on: Date: January 15, 2016
- The employee failed to appear at the pre-determination meeting.
- A copy of this form and relevant accompanying information was given to the employee on \_\_\_\_\_
- A copy of this form and relevant accompanying information was sent by US mail, to the employee's address of record provided by employee.

Signature of Department Head: AC Kris Ameson  
Date: \_\_\_\_\_

Signature of Person Mailing/Delivering Notice: Cedric [Signature]  
Date: 2/23/2014

Entered into HRIS By: [Signature] 3/1/2016

## 13.43 - Personnel Data

13.43 - Personnel Data

13.43 - Personnel Data

13.43 - Personnel Data



\*Indicates required info

City of Minneapolis Human Resources Department  
 250 South 4th Street, Room 100  
 Minneapolis, MN 55415-1339

FILED BY M R SEP 26 2017

## Employee Job Change Form

<b>*Employee ID Number:</b>	000998	<b>*Employee Name:</b>	Troy A Carlson
<b>*Effective date of Action:</b>	08/20/17	<b>*Action/Reasons:</b>	Pay Rate Change Step Increase
<b>*Are these changes permanent?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	If temporary, indicate expected end date: Ann Date 8/21/201x	
<b>*Is this a Detail?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>*Is this a Concurrent Job?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>*Dept Code:</b>	POLICE DEPARTMENT - 4000000	<b>Location Code:</b>	
		<b>Company Code:</b>	

<b>*Job Code/Job Title:</b>	08210C Police Sergeant-C
<b>Position Number (if applicable):</b>	

REGULAR/TEMPORARY/SEASONAL STATUS	HOURS STATUS
Regular	<input checked="" type="checkbox"/> Full-Time
	<input type="checkbox"/> Part-Time (enter hours per week):
	<input type="checkbox"/> Intermittent (enter approximate hrs per week):

<b>EMPLOYEE CLASS</b>	<b>CLASSIFIED INDICATOR</b>
Certified	Classified (City)
<b>PAY GROUP (if Detail use positive pay group for all records):</b>	<b>STANDARD HOURS PER WEEK (use 0 for details or Intermittent):</b>
PDP Police Dept Positive Employee	40

Salary Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
CPO	02	1	2	40.82	42.045

JOB EARNINGS DISTRIBUTION (Combo Code)						
Percent	Earn Code	Fund	Department	Task	Project	Activity
	REG					
	REG					
	REG					

<b>PROBATION</b>					<b>PROBATION END DATE</b>	<b>DATE LAST WORKED</b>
<input type="checkbox"/> None	<input type="checkbox"/> 3 Months	<input type="checkbox"/> 6 months	<input type="checkbox"/> 12 months	<input type="checkbox"/> Other		

<b>Union Code</b>	<b>New Union Code</b>	<b>Officer Code</b>	<b>FICA Status</b>
		<input type="checkbox"/> Non-Sworn <input type="checkbox"/> Sworn	
13.43 - Personnel Data			
<b>Requires SEI (Statement of Economic Interest)</b>			<input type="checkbox"/> No <input type="checkbox"/> Yes

<b>*Submitted By (type or print name below)</b>	<b>*Date - enter below</b>
<b>*Approved By (Signature of authorized department representative below)</b>	<b>*Date - enter below</b>
<i>[Signature]</i>	7/27/17
<b>*If Transfer (Signature of accepting department representative below)</b>	<b>*Date - enter below</b>
<b>*If Transfer or Voluntary Demotion (Employee Signature below)</b>	<b>*Date - enter below</b>
<b>*Entered into HRIS by (HRIS Representative Signature below)</b>	<b>*Date - enter below</b>
<i>[Signature]</i>	8/25/2017

Filed by MR  
Date 4/14/17

**NOTICE OF DISCIPLINE**  
**(Amended – Settlement Agreement)**

March 8, 2017

Sgt. Troy Carlson

13.43 - Personnel Data

Minneapolis Police Department

RE: IAU #14-10106.

Sgt. Troy Carlson,

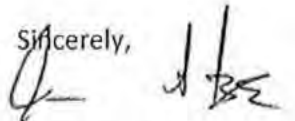
As a result of the Settlement Agreement following grievance #16-6, the final discipline for IAU Case #14-10106 is as follows:

<u>Policy Number</u>	<u>Sub-Section</u>	<u>Policy Description</u>	<u>Category</u>	<u>Disposition</u>
5-303		Authorized Use of Force	B	<u>SUSTAINED</u>
5-306		Use of Force Reporting	C	<u>SUSTAINED</u>
5-105		Use of Profane Language	B	<u>SUSTAINED</u>

The discipline originally imposed by the Police Department was unchanged as related to violations of 5-306 and 5-105. Discipline originally imposed related to 5-303 **13.43 - Personnel Data** to a Category B level violation. **13.43 - Personnel Data** 40-hours unpaid suspension.

This case will remain in IAU files per the record retention guidelines mandated by State Law.

Be advised that any additional violations of Department Rules and Regulations may result in more severe disciplinary action up to and including discharge.

Sincerely,  
  
Jason Case  
Commander  
Internal Affairs Division

CC: Personnel file  
IAU  
Deputy Chief of Professional Standards

MR  
3/15/17



POLICE OFFICERS' FEDERATION OF  
MINNEAPOLIS,

Union,

and

CITY OF MINNEAPOLIS,

Employer.

**SETTLEMENT AGREEMENT**


Grievance #16-6 (Troy Carlson, Badge #0998)

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**STIPULATED FACTS**

A. The City of Minneapolis ("City") and the Police Officers' Federation of Minneapolis ("Federation") are parties to a collective bargaining agreement ("Labor Agreement") under which the above-entitled grievance was filed.

B. On December 16, 2015, the City suspended Troy Carlson ("Grievant") without pay



C. The Federation grieved the suspension, Grievance #16-6, citing a violation of Section 4.2 of the Labor Agreement with the City;

D. Article 5, Section 5.4 of the parties' Labor Agreement states: "The Chief of Police shall have the full authority of the City Council to resolve the grievance."

E. The Federation and the City wish to resolve this matter amicably and without resort to arbitration;

NOW THEREFORE, the parties agree as follows:

## AGREEMENT

1. The Federation withdraws Grievance #16-6, with prejudice.
2. The City shall impose and the Federation, on behalf of the Grievant, shall accept a 40-hour unpaid suspension for a Category B violation of MPD Policy and Procedure 5-303.

### 13.43 - Personnel Data

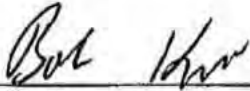
4. The Federation, as an entity and on behalf of its members individually, agrees that the Federation, its bargaining unit members and the Grievant are bound by this Agreement as if they had entered into this Agreement individually.

5. The City and the Federation agree that this Agreement is without prejudice or precedent to any future matter involving any City employee, other than the Grievant; that the circumstances of this case and the discussions leading toward this Agreement will not be referred to, directly or indirectly, in any future arbitration, hearing, trial, appeal or other proceeding involving any City employee, other than the Grievant; and that this Agreement shall be of no value as evidence, and shall not be submitted or received as evidence in any arbitration, hearing, trial, appeal or other proceeding involving any City employee, other than the Grievant.

6. The Federation agrees that, by entering into this Settlement Agreement, the City has not waived its ability to enforce the timelines set forth in Article 5, Section 5.4 of the parties' Labor Agreement.

**ACCEPTED AND AGREED TO:**

FOR THE FEDERATION:



Bob Kroll  
President, Police Officer's Federation

Date: 3/6/17

FOR THE CITY OF MINNEAPOLIS:



Janeé L. Harteau  
Chief of Police

Date: 3-6-17

File # 1718249 AMK  
Date 8/11/16



# HIRE/PERSONNEL ACTION FORM

## Employee Information

**Employee:** Carlson, Troy A

**Address 1:** [Redacted]

**Address 2:** [Redacted]

**City:** 13.43 - Personnel Data      **State:** [Redacted]      **Zip:** 13.43

**Phone:** [Redacted]      **Ethnicity:** 13.43 - Personnel Data

**Gender:** [Redacted]

## Hire Information

**Person ID:** [Redacted]

**Job Class #:** 08210C      **Job Class:** Police Sergeant-C

**Hire Date:** 08/21/16      **Pay Rate:** \$37.52

**Department:** Police Department

**Location Code:** Police

**Hire Req. #:** 2016-00357      **Job Term:** Full-time

**Comments:** 000998

## Additional Information

**Action/Action Reason:** Promotion, Central HR Staffing Process

**Salary Step:** 1

**Earnings Distribution % - 1:** 100      *Probation Date: 2/21/2017*

**Earnings Distribution % - 2:**

**Combo Code - 1:** 001004004320--

**Combo Code - 2:**

**Probationary Date:**

**Expected End Date:**

Printed on August 31, 2016



Filed By: HMR  
Date: 9/30/16



# HIRE/PERSONNEL ACTION FORM

## Employee Information

**Employee:** Carlson, Troy A

**Address 1:**

**Address 2:**

**City:**

**Phone:**

**Gender:**



## Hire Information

**Person ID:** 13.43

**Job Class #:** 08210C

**Job Class:** Police Sergeant-C

**Hire Date:** 08/21/16

**Pay Rate:** \$37.52

**Department:** Police Department

**Location Code:** Police

**Hire Req. #:** 2016-00357

**Job Term:** Full-time

**Comments:**

## Additional Information

**Action/Action Reason:** Promotion, Central HR Staffing Process

**Salary Step:** 1

**Earnings Distribution % - 1:** 100

**Earnings Distribution % - 2:**

**Combo Code - 1:** 001004004320--

**Combo Code - 2:**

**Probationary Date:**

**Expected End Date:**

Printed on August 31, 2016

August 12, 2016

Troy Carlson

**13.43 - Personnel Data**

Dear Sergeant Carlson:

This letter confirms my job offer to you for the position of Sergeant within the Minneapolis Police Department. As we discussed, your effective date of promotion is August 21, 2016. I can be reached at (612) 673-2445 if you have any questions.

**Salary:**

Your starting salary will be Step 1 of the approved salary schedule for this position: \$37.52/hour.

**Probationary Period:**

Your probationary period starts immediately. Evaluation will be completed in increments of two months, four months, six months and at the end of each rotation. Continued employment as Sergeant is contingent upon successfully completing probation.

**Vacation:**

Your vacation accrual rate does not change.

**Sick Leave:**

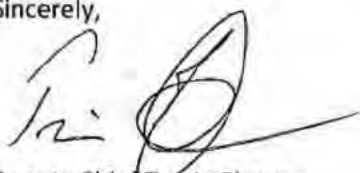
Your sick leave balance and accrual rate does not change.

**Union:**

Your position is covered by the Minneapolis Police Federation. You can review your contract at [www.ci.minneapolis.mn.us/labor-agreements](http://www.ci.minneapolis.mn.us/labor-agreements).

Congratulations on your promotion to Sergeant! I look forward to our continued work relationship.

Sincerely,



Deputy Chief Travis Glampe  
Minneapolis Police

Cc: Employee Personnel File

2015-00459 - Police Sergeant

Contact Information -- Person ID: 13.43

Name: Troy A Carlson Address: 13.43 - Personnel Data
Home Phone: 13.43 - Personnel Data Alternate Phone: 13.43 - Personnel Data
Email: 13.43 - Personnel Data

Personal Information

Driver's License: Yes, 13.43 - Personnel Data
Can you, after employment, submit proof of your legal right to work in the United States? Yes
What is your highest level of education? Associate's Degree

Education

College: Normandale Community College
http://www.normandale.edu/
1/2003 - 4/2006
Bloomington, Minnesota
Did you graduate: Yes
College Major/Minor: Law Enforcement
Units Completed: 4 Semester
Degree Received: Associate's

Work Experience

Police Officer
1/2004 - Present
Hours worked per week: 40
Monthly Salary: \$3,000.00
# of Employees Supervised: 0
Name of Supervisor: Wendy Liotta - Sergeant
May we contact this employer? 13.43
Minneapolis Police Department
www.ci.minneapolis.mn.us
350 South 5th Street
Minneapolis, Minnesota 55401
6126735704

Duties

Respond to 911 Calls for service, member of SWAT Team, FTO training officer, CIT Officer

Reason for Leaving

13.43 - Personnel Data

Certificates and Licenses

Type: Post License
Number: 18700
Issued by: MN Board of Peace Officer Standards and Training
Date Issued: 6 /2006 Date Expires: 6 /2016

Skills

Office Skills
Typing:
Data Entry:

Additional Information

Honors & Awards
Lifesaving Award 2015
Metal of Commendation
Officer of the Month
Unit Citation Award

References

Professional



## 13.43 - Personnel Data

### Resume

#### Text Resume

City of Minneapolis has chosen not to collect this information for this job posting.

### Attachments

Attachment	File Name	File Type	Created By
Carlson.Resume.docx	Carlson.Resume.docx	Resume	Job Seeker

### Agency-Wide Questions

1. Q: Have you ever been employed by the City of Minneapolis?

A: Yes -- I am a current employee

2. Q: For City of Minneapolis employees, in which department do you work?

A: Police

3. Q: For City of Minneapolis employees, please provide your job title.

A: Police Officer

4. Q: For City of Minneapolis employees, please provide your employee ID or Badge number.

A: 0998

5. Q: Do you have any related persons who work for the City of Minneapolis?

A:

13.43 - Personnel Data

6. Q: If you answered "Yes" to the nepotism question above, provide the related person's name, department they currently work in at the City, and their relationship to you.

A:

13.43 - Personnel Data

7. Q: Are you a veteran who is requesting Veterans' Preference Points? If yes, complete and attach to your application the Veterans Preference Form and your DD-214 showing discharge type.

A: 13.43 - Personnel Data

8. Q: The City of Minneapolis provides applicant notifications and status updates electronically.

A: I understand that all notices and status updates will be sent to the e-mail address I provided in my application.

Filed By CM  
Date 2-10-14

**ACKNOWLEDGMENT  
OF  
Special Order S13-047**

**Regarding Non-Public Data**

By signing this Acknowledgment\* I certify that I have read Special Order S13-047 and reviewed the specific Policy and Procedures listed in the Order. I further acknowledge that I am required to protect data in accordance with state and federal law and MPD policy and that the failure to do so may subject me to criminal charges as well as discipline, up to and including discharge.

This Acknowledgment supplements my receipt of the electronic version of the MPD Policy and Procedure Manual.

EMPLOYEE NAME: Troy A. Carlson  
(please print)

EMPLOYEE SIGNATURE [Signature] Date: 12/13/13

BADGE/IDENTIFICATION NUMBER: 000998

SUPERVISOR'S NAME AND SIGNATURE: [Signature] Date: 12/13/13

Employees must sign in front of their supervisors. Supervisors must collect the signed forms and deliver them to their respective Inspector, Commander or Director.

\* Returning a signed acknowledgment form to your supervisor is mandatory.



Filed By *[Signature]*  
 Date *4/18/11*

### Employee Job Change Form

\*Employee ID Number: 000998 \*Employee Name: Troy A. Carlson  
 \*Effective date of Action: 4-10-11 \*Action/Reasons: Pay Rate Chg./Step Increase  
 \*Are these changes permanent?  Yes  No  
 \*Is this a Detail?  Yes  No  
 \*Is this a Concurrent Job?  Yes  No  
 \*Dept Code: 4000000 Location Code: C4000 Company Code: MPL

\*Job Code/Job Title: 08170 C - Police Officer  
 Position Number (if applicable):

<b>REGULAR/TEMPORARY/SEASONAL STATUS</b> <u>Regular</u>	<b>HOURS STATUS</b> <input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time (enter hours per week): <input type="checkbox"/> Intermittent (enter approximate hrs per week):
<b>EMPLOYEE CLASS</b> <u>Certified</u>	<b>CLASSIFIED INDICATOR</b> <u>Classified</u>
<b>PAY GROUP</b> (If Detail use positive pay group for all records) <u>PDE</u>	<b>STANDARD HOURS PER WEEK</b> (use 0 for details or intermittent) <u>40</u>

Salary Adm Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
		<u>4</u>	<u>5</u>	<u>29.301</u>	<u>30.766</u>

JOB EARNINGS DISTRIBUTION (Combo Code)						
Percent	Earn Code	Fund	Department	Task	Project	Activity
	<u>REG</u>					
	<u>REG</u>					
	<u>REG</u>					

**PROBATION**  
 None  3 Months  6 months  12 months  Other

**PROBATION END DATE** **DATE LAST WORKED**

Union Code:          New Union Code:          Officer Code:          FICA Status:  Non-Sworn  Sworn

## 13.43 - Personnel Data

Requires SEI (Statement of Economic Interest)  No  Yes

*Submitted By (type or print name below) <u>Bertha Gabrish</u>	*Date - enter below <u>4-18-11</u>
*Approved By (Signature of authorized department representative below) <i>[Signature]</i>	*Date - enter below <u>4-18-11</u>
*If Transfer (Signature of accepting department representative below) <i>[Signature]</i>	*Date - enter below
*If Transfer or Voluntary Demotion (Employee Signature below)	*Date - enter below
*Entered into HRIS by (HRIS Representative Signature below) <u>Glen Henry</u>	*Date - enter below <u>4-18-11</u>



Still a Community Soc. Officer  
Can't Pay Uniform

MINNEAPOLIS POLICE DEPARTMENT  
UNIFORM ALLOWANCE REIMBURSEMENT

Troy A. Carlson  
Employee Name

13.43 - Personnel Data

3/27/06  
Employment Date

Employee Address

13.43 - Personnel Data

Academy  
Division  
(Assignment)

13.43 - Personnel Data

Date of Birth

This form is created to implement Article 8, Section 8.1 of the Labor Agreement between the City of Minneapolis (City) and the Police Federation of Minneapolis (POFM) for the period October 15, 1999 through October 14, 2002. Under terms and conditions agreed upon in the labor contract, at any time during the first eighteen (18) months of employment, newly hired employees are entitled to apply for reimbursement for the purchase price of a police uniform and/or equipment.

The maximum allowable reimbursement for newly hired employees is three (3) times the annual clothing and equipment allowance in effect when a new employee commences employment. For example, the November 1999 police recruit class received a uniform allowance of \$700.00. Only items designated on an approved clothing and equipment list established by the Minneapolis Police Department upon the recommendation of its Uniform Committee are eligible for reimbursement. A new employee shall complete and submit a Reimbursement Request Form to claim reimbursement for uniform and equipment purchases.

If an employee leaves his/her employment prior to completing thirty-six (36) months of employment, the City is entitled to recover from the employee 1/36 of the reimbursement allowance received by the employee during employment times the number of months by which the employee fell short of attaining his/her 36-month anniversary.

By signing this form, the undersigned acknowledges receipt of the above information. This form will be retained in the employee's personnel file, together with any Reimbursement Request Forms submitted, to document compliance with this portion of the Labor Agreement. Failure to sign this form may result in denial of reimbursement.

4/23/06  
Date

[Signature]  
Employee Signature

APR 19 2005

**Nepotism Acknowledgement Form**

You are required to complete and return this form to Human Resources.

By my signature, I acknowledge receipt of the nepotism provision of the City's Ethics Code, Chapter 15, *Ethics in Government*. I further acknowledge that I can access and review the Ethics Code in its entirety via CityTalk at <http://citytalk/policies/policies-council-code-of-ethics.pdf>.

Print Name: Carlson, Tray Allen  
Job Title: C.S.O Department/Division: MPD  
Signature:  Date: 4-14-05

Completed acknowledgement forms should be sent to:  
The Department of Human Resources, PSC Room 100





## Nepotism

### Minneapolis Code of Ordinances, Title 2, Chapter 15, Section 15.160, Ethics in Government

#### 15.160. Nepotism.

(a) No local official or employee shall be the immediate supervisor, or that supervisor's immediate supervisor, of a related person. The human resources department will work with the affected related persons to resolve violations of this provision that exist because of existing supervisory relationships. All such violations must be resolved by June 1, 2005.

(b) A local official or employee of the city shall not influence or attempt to influence the hiring, transfer, suspension, promotion, discharge, reward, discipline, or the adjustment of grievances of a related person.

(c) A local official or employee of the city shall not influence or attempt to influence the awarding of a city contract to a related person. No local official or employee shall be responsible for managing a city contract with a related person.

#### 15.280. Definitions.

(u) *Related person* shall mean a person in a marital relationship, a domestic partner relationship or other committed relationship with a local official or employee, or in a significant familial relationship with a local official or employee.

(v) *Significant familial relationship* means:

(1) By blood or adoption: parent, child, grandparent, grandchild, brother, sister, half-brother, half-sister, uncle, aunt, nephew, niece, first cousin.

(2) By marriage: husband, wife, stepparent, stepchild, stepbrother, stepsister, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, uncle, aunt, nephew, niece. Divorce terminates a significant familial relationship by marriage.



## EMPLOYEE JOB CHANGE FORM

Employee ID Number <b>000998</b>		Employee Name <b>Carlson, Troy A.</b>						
Effective Date of Action <b>4-21-06</b>		Action Code <b>Promotion</b>	Action Reason Code <b>CSC</b>					
Are these changes permanent? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		If temporary, indicate expected end date						
Is this a Detail? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No								
Is this an additional part-time job? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No								
Dept. Code <b>MPLS 400</b>		Location Code <b>04000</b>	Company Code <b>MPL</b>					
Job Code: <b>081700</b>		Position Number (if applicable) <b>00000696</b>						
Job Title <b>POLICE OFFICER</b>								
<b>REGULAR/TEMPORARY/SEASONAL STATUS</b>								
<input checked="" type="checkbox"/> Regular (Permanent) <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal								
<b>HOURS STATUS</b>								
<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Intermittent								
Hours per week: _____		Approximate hours per week: _____						
<b>EMPL-CLASS</b>		<b>REQUIRES SEI (Statement of Economic Interest)</b>						
<input checked="" type="checkbox"/> Certified (Civil Service)		<input type="checkbox"/> No <input type="checkbox"/> Yes						
<input type="checkbox"/> Appointed		<input type="checkbox"/> Uncertified Other						
<input type="checkbox"/> Elected		<input type="checkbox"/> Ancillary						
<b>CLASSIFIED INDICATOR</b>								
<input checked="" type="checkbox"/> Classified (City, Park & Library)		<input type="checkbox"/> Grant Employee						
<input type="checkbox"/> Detail		<input type="checkbox"/> Legislative Appointment						
<input type="checkbox"/> Permit		<input type="checkbox"/> Temporary						
		<input type="checkbox"/> Political Appointment						
		<input type="checkbox"/> Unclassified						
Pay Group (If Detail, use same Pay Group as regular job) <b>PDE</b>	Standard Hours per Week (If Detail or Intermittent, use 0 (zero) hours) <b>40</b>	Salary Plan <b>CPO</b>	Salary Grade <b>01</b>					
Current Salary Step <b>2</b>	New Salary Step <b>1</b>	Current Compensation Rate <b>\$ 14.064</b>	New Compensation Rate <b>\$ 20.712</b>					
<b>JOB EARNINGS DISTRIBUTION</b>								
Percent	Earn Code	Fund	Agency	Org	Sub Org	Activity	Report Category	Job/Project
<b>100</b>	<b>REG</b>	<b>0100</b>	<b>400</b>	<b>BTG</b>				
	<b>REG</b>			<b>B117</b>				
Length of Probation <input type="checkbox"/> None <input type="checkbox"/> 3 Months <input type="checkbox"/> 6 Month <input checked="" type="checkbox"/> 12 Month <input type="checkbox"/> Other								
Probation End Date: <b>4-21-07</b>	Date Last Worked	Current Union Code <b>CAF</b>	New Union Code (If detail, enter Union Code for regular job) <b>CPO</b>	Officer Code <input checked="" type="checkbox"/> Non-Sworn <input type="checkbox"/> Sworn	EICA Status <b>13.43 - Personnel Data</b>			
Submitted By (Print Name):								

Approved By *Bertha M. Lebrish* Date **5-11-06**  
 (Signature of authorized department representative) Date

If Transfer \_\_\_\_\_ Date \_\_\_\_\_  
 (Signature of accepting department representative) Date

If Transfer or Voluntary Demotion \_\_\_\_\_ Date \_\_\_\_\_  
 (Employee Signature) Date

Entered into HRIS by: *Suzette Vignor* Date **5-10-06** jobchg.doc revised 12/10/99

Distribution: White: Central Human Resources (Room 100 Public Service Center) Yellow: Department



**Minnesota Board  
of Peace Officer  
Standards and Training**

1600 University Avenue, Suite 200  
St. Paul, MN 55104-3825  
(651) 643-3060 • FAX (651) 643-3072  
TDD (651) 297-2100

April 24, 2006

TROY ALLEN CARLSON

**13.43 - Personnel Data**

Dear TROY CARLSON:

Congratulations! On April 21, 2006, you passed the Minnesota Peace Officer Licensing Examination and have now completed the POST Board's examination requirements. Your eligibility for licensure is valid for three years.

This letter will serve as verification that you have passed the Peace Officer Licensing Examination and are "eligible to be licensed." This status will expire on April 21, 2009. If you are not licensed before that date, eligibility may be reestablished by reexamination.

In order to be licensed, you must be appointed as a peace officer by a law enforcement agency and meet statewide minimum selection standards. Minimum selection standards require that a person eligible to be licensed must, before being appointed: 1) be a U.S. citizen; 2) possess a valid driver's license; 3) submit to a background search, including submission of fingerprints for the purpose of disclosing any felony convictions; 4) undergo a physical examination; 5) undergo a psychological examination; 6) pass a job-related physical agility examination; and 7) successfully complete an oral examination. Board rules require the chief law enforcement officer of the hiring agency to maintain documentation of compliance with selection standards for each new officer. Any questions regarding selection standards should be directed to the POST Board Standards Coordinator.

In order for you to receive a license, the law enforcement agency that hires you must submit the Request for Peace Officer License and Notification of Appointment form. This form must be accompanied by a check made payable to the POST Board for the licensing fee prior to the first day of employment.

If you have any questions about these procedures, please call the POST Board at 651-643-3060.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel B. Glass".

Daniel B. Glass  
Testing Coordinator

DBG:ch

AN EQUAL OPPORTUNITY EMPLOYER

13.43 - Personnel Data





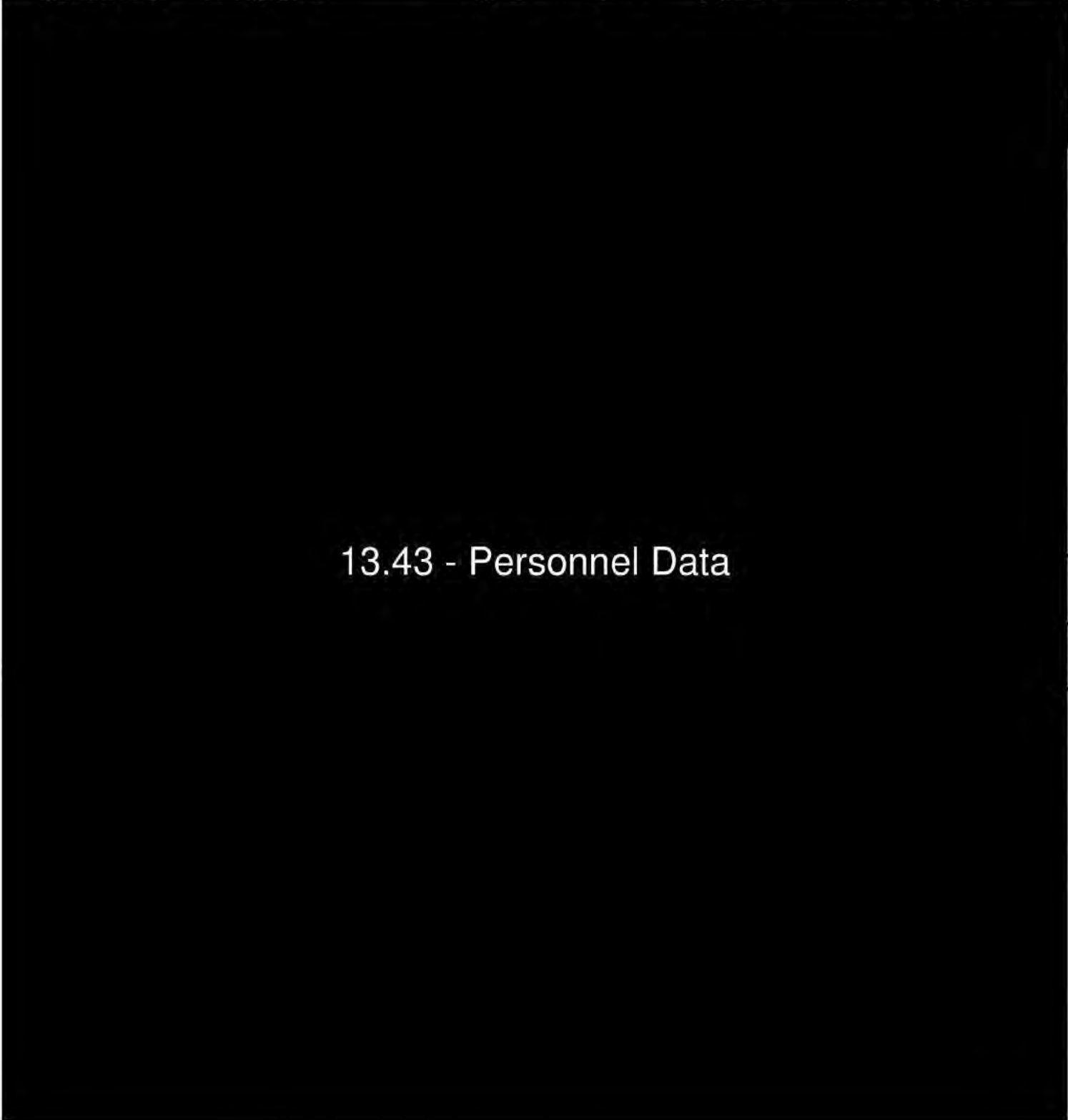
MINNESOTA BOARD OF  
PEACE OFFICER STANDARDS AND TRAINING  
1600 UNIVERSITY AVENUE, SUITE 200  
ST. PAUL, MINNESOTA 55104-3825

TEL: (651) 643-3060  
TDD: (651) 297-2100  
FAX: (651) 643-3072

### Request for Peace Officer License and Notification of Appointment

This form must be submitted prior to the applicant's first day of employment. Be sure to read the reverse side of this form before you submit it to the POST Board.  
**PART I**

Full Name of Applicant (Last, First, Middle) Please Print: <b>Carlson, Troy Allen</b>			Date of Appointment: <b>4-21-06</b>
Date of Birth:	Gender:	Social Security Number:	State of Residence:



13.43 - Personnel Data

Filed By: C. VAN 24 2006  
 CSF  
 Date: 1-23-15

## EMPLOYEE JOB CHANGE FORM

Employee ID Number: <u>000998</u>		Employee Name: <u>Carlson, Troy A.</u>													
Effective Date of Action: <u>1-11-06</u>		Action Code: <u>Data Change</u>	Action Reason Code: <u>FPI</u>												
Are these changes permanent?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If temporary, indicate expected end date												
Is this a Detail?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No													
Is this an additional part-time job?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No													
Dept. Code: <u>MPLS400</u>	Location Code: <u>E4000</u>	Company Code: <u>MPL</u>													
Job Code: <u>02350C</u>	Position Number (if applicable): <u>00001159</u>														
Job Title: <u>Community Service Officer</u>															
<b>REGULAR/TEMPORARY/SEASONAL STATUS</b>															
<input checked="" type="checkbox"/> Regular (Permanent) <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal															
<b>HOURS STATUS</b>															
<input type="checkbox"/> Full Time		<input type="checkbox"/> Part Time													
Hours per week: _____		<input type="checkbox"/> Intermittent													
		Approximate hours per week: _____													
<b>EMPL-CLASS</b>		<b>REQUIRES SEI (Statement of Economic Interest)</b>													
<input checked="" type="checkbox"/> Certified (Civil Service)		<input type="checkbox"/> No <input type="checkbox"/> Yes													
<input type="checkbox"/> Appointed															
<input type="checkbox"/> Elected															
<input type="checkbox"/> Uncertified Other															
<input type="checkbox"/> Ancillary															
<b>CLASSIFIED INDICATOR</b>															
<input checked="" type="checkbox"/> Classified (City, Park & Library)		<input type="checkbox"/> Grant Employee													
<input type="checkbox"/> Detail		<input type="checkbox"/> Temporary													
<input type="checkbox"/> Permit		<input type="checkbox"/> Political Appointment													
<input type="checkbox"/> Concurrent Job		<input type="checkbox"/> Unclassified													
<input type="checkbox"/> Legislative Appointment															
<input type="checkbox"/> Political Appointment															
Pay Group: <u>PDE</u> <small>(If Detail Use same Pay Group as regular job)</small>	Standard Hours per Week: <u>40</u> <small>(If Detail or Intermittent use 0 (zero) hours)</small>	Salary Plan: <u>CAF</u>	Salary Grade: <u>030</u>												
Current Salary Step: <u>2</u>	New Salary Step: <u>2</u>	Current Compensation Rate: \$ <u>14.064</u>	New Compensation Rate: \$ <u>14.064</u>												
<b>JOB EARNINGS DISTRIBUTION</b>															
Percent	Earn Code	Fund	Agency	Org	Sub Org	Activity	Report Category	Job/Project							
<u>100</u>	<u>REG</u>	<u>0100</u>	<u>400</u>	<u>B111</u>											
	<u>REG</u>														
Length of Probation: <input checked="" type="checkbox"/> None <input type="checkbox"/> 3 Months <input type="checkbox"/> 6 Months <input type="checkbox"/> 12 Months <input type="checkbox"/> Other				Probation End Date: <u>Date Last Worked</u>				Current Union Code: <u>CAF</u>		New Union Code (If detail, enter Union Code for regular job): <u>CAF</u>		Officer Code: <input checked="" type="checkbox"/> Non-Sworn <input type="checkbox"/> Sworn		FICA Status: <b>13.43</b>	
Submitted By (Print Name): _____															

Approved By

Denitta Sabush  
 (Signature of authorized department representative)

1-17-06  
 Date

If Transfer

\_\_\_\_\_  
 (Signature of accepting department representative)

\_\_\_\_\_  
 Date

If Transfer or  
 Voluntary  
 Demotion

\_\_\_\_\_  
 (Employee Signature)

\_\_\_\_\_  
 Date

Entered into HRIS by: Henrietta Deane Date 1-17-06

jobchg.doc revised 12/10/99

Distribution: White: Central Human Resources (Room 100 Public Service Center) Yellow: Department



# REQUEST FOR LEAVE OF ABSENCE

City of Minneapolis Human Resources Department  
Room 100, 250 South 4th Street, Minneapolis, MN 55415-1339 (673-2282)

Filed B: CM  
Rec'd from payroll  
Date 8-7-15

Please Type or Print in Ink (Press Hard)  
See back of form for instructions

Employee Name: Troy Allen Carlson  
 Employee ID Number or Social Security Number: 00998  
 Department: Minneapolis Police Department  
 Leave Start Date: Sept 06, 2004 Leave End Date: Dec 01, 2004

What will your pay status be during this leave of absence? (Consult your department regarding relevant policies, rules and labor contract provisions)  
 Without Pay (LOA)     With Pay (Paid LOA)     Partially with pay and partially without pay (Paid LOA)  
 Do you plan to take this leave intermittently?  
 Yes (Paid LOA)     No

**IMPORTANT NOTE:** Only certain leaves of absence may be taken intermittently instead of consecutively. Please check with your department Personnel or Payroll representative or your Department Head regarding your department's policies, as well as any applicable ordinances, City policies, collective bargaining agreements, etc. regarding intermittent leaves. In some cases, budgetary leave or leave under the Family and Medical Leave Act may be taken intermittently. In these cases, only ONE Leave of Absence form is required per year.

## TYPE OF LEAVE REQUEST (check all that apply)

### Leaves that require DEPARTMENT APPROVAL ONLY:

- Budgetary
- Family Leave under the Family and Medical Leave Act for Birth, Adoption, or Foster Placement of a child
- Medical Leave under the Family and Medical Leave Act (medical verification per City policy must be provided to your department)
  - For Self     For Family Member - specify relationship

**NOTE: Must attach required Family Medical Leave Certification of Physician or Practitioner form.**

### Leaves that may require CIVIL SERVICE COMMISSION APPROVAL:

- Educational
- Medical or Disability Leave for Self (not under Family and Medical Leave Act - attach medical verification)
- Military Leave (attach Military Orders or other acceptable documentation)
- Parental Leave such as for Birth or Adoption of Child (not under the Family Medical Leave Act)
- Personal Leave Without Pay
- To serve in an elected or appointed position
- To serve in a union position outside the City
- To become a candidate for public office
- Olympic competition
- Other (please specify)

Dr. M. Prynnski 04 May 04  
 Supervisor's Signature of approval

**HAVE YOU REMEMBERED TO ATTACH REQUIRED MEDICAL REPORTS/FORMS, MILITARY ORDERS, OR OTHER DOCUMENTATION?**  
 If required documentation is not provided, we may be unable to process your leave request.

**NOTE: Employees carrying a negative vacation balance will have their final checks adjusted accordingly. Check with your department payroll representative if you have questions about this.**

Employee Signature <u>[Signature]</u>	Date <u>5-04-04</u>
<b>DEPARTMENT APPROVAL</b>	
I approve the leave of absence requested above and certify that it is in accordance with Civil Service Rules and policies, State and Federal laws, and collective bargaining agreements, and submit this request for Human Resources/Civil Service Commission Approval. If this is a leave under the Family and Medical Leave Act, I certify that the employee has presented verification in accordance with City Policies.	
Department Head or Authorized Signature <u>[Signature]</u>	Date <u>5/5/2004</u>
Department _____	Division _____
<b>FOR HUMAN RESOURCES DEPARTMENT USE ONLY</b>	
Human Resources Department Approval _____	Date _____
Recommendation and Additional Facts _____	

If approved by department authority, leave of absence information should be entered into HRIS system by department HRIS User or Generalist. Then the entire packet should be sent to the Human Resources Department for processing, approval and distribution of approved or denied forms. See back of form for detailed instructions for completing and processing this form.

DISTRIBUTION    White - Human Resources    Yellow - Dept. Copy  
                           Pink - Employee

Entered into HRIS by: <u>[Signature]</u>	Date _____
Phone <u>(612) 673-3470</u>	

Dolan, Tim

---

**From:** Przynski, Marie  
**Sent:** Tuesday, May 04, 2004 4:47 PM  
**To:** Dolan, Tim  
**Subject:** Educational Leave Request for CSO Troy Carlson

CSO Carlson is making this leave request (without pay), in an effort to participate in a "Study Abroad Opportunity" offered by Normandale Community College. This program is being sponsored in partnership with the Oxford University, and is an opportunity for career exploration and training, combining theory with field experience. CSO Carlson would continue his Law Enforcement program as a participant.

13.43 - Personnel Data

13.43 - Personnel Data



**ELECTRONIC VERSION OF THE MPD  
POLICY & PROCEDURE MANUAL**

I understand that I am accountable for knowing and abiding by all policies and procedures contained within the Minneapolis Policy and Procedure Manual and that I will be held accountable for abiding by the policies and procedures contained therein.

I have read the instructions and understand how to access the online electronic version of the Minneapolis Police Department Policy and Procedure Manual.

*\*\*If you do not understand how to access the online manual, see your immediate supervisor for training until you are able to successfully access the online manual.\*\**

NAME: Troy A. Carlson  
(please print)

SIGNED: 

BADGE/EMPLOYEE #: 60998

DATE: 1-26-04

**SIGNATURE AND RETURN OF THIS RECEIPT IS MANDATORY**

Office (612) 673-2853

Robert K. Olson  
Chief of Police



October 5, 1999

**All MPD Personnel**

**Re: Important Message concerning e-mail**


**This is a reminder that E-mail privileges are governed by the City of Minneapolis Electronic Communication Policy. The policy is located on the Intranet at <http://insite/>. Electronic communications are public data and must reflect a positive, professional image of the City of Minneapolis.**

**The Policy covers all electronic communications, including the City's E-mail, Internet, Intranet and Web Site. Every person who was given or has gained access to the City's computer system is responsible for adhering to City standards when electronic communications are sent, received, forwarded, saved, or otherwise disseminated. Anyone who uses this system in a manner that is not consistent with City policies may be subject to disciplinary action, up to and including termination.**

**Employees are prohibited from sending or disseminating inappropriate e-mail materials, including harassing, threatening or obscene materials (any materials with ANY sexual connotation). You are encouraged to advise anyone who sends or disseminates such inappropriate materials to stop doing so. If you view such materials or receive such materials from a City employee, vendor, volunteer or other agent of the City, report it to your immediate supervisor, the Human Resources Director, your department's Human Resources Generalist, or the Minneapolis Police Department's Internal Affairs Unit. Do not delete the information from your computer until appropriate authorities have had an opportunity to retrieve the information for their investigation. Employee e-mail and/or electronic files may be audited in an attempt to determine if the policy is being violated.**

Sincerely,

  
ROBERT K. OLSON  
Chief of Police

Name Troy A Carlson Employee Number 00998  
(Printed)  
Signature  Date 1-26-04  
(Acknowledging Receipt)

**(Signed original must be returned. Please keep a copy for your records)**



Filed By: CM  
 CSF  
 Date: 1-23-15

### HIRE FORM

HIRE DATE (Start Date)

1-26-04

Please read the Notice of Your Rights as a Subject of Data, which is either attached to or printed on the back of this form.

**PERSONAL INFORMATION**

PATH: Administer Workforce/Administer Workforce US/Use Hire

Last Name

Carlson

First Name

Troy

Middle Name

Allen

Apartment Number

Street Address

13.43 - Personnel Data

City

13.43 - Personnel Data

State

13.43

Zip Code

Phones (Include Area Code)

Marital Status

Gender

Ethnic Group

13.43 - Personnel Data

13.43 - Personnel Data

Social Security Number

Employee ID

Date of Birth

I-9 Verification Document(s)

13.43 - Personnel Data

**JOB INFORMATION**

Path: Administer Workforce/Administer Workforce US/Use Hire/Job Data/Work Location...

Is this a Permanent Hire?

Yes  No

If temporary, indicate expected end date

N/A

Position Number

5113

Department

MPLS400

Location

C4000

Job Code

02350C

Job Title

Community Service Officer

Regular/Temporary/Seasonal Status

Regular (Permanent)

Temporary

Seasonal

Hours Status

Full Time

Part Time

Intermittent

Officer Code

Non-Sworn

Sworn (Fire & Police only)

Empl Class

Certified (Civil Service)

Appointed

Ancillary

Uncertified Other

Charter Department Head

Outside Trades

Elected

Standard Hours/Week

20

FICA Status

13.43 - Personnel Data

Union Code

CAF

Classified Indicator

Classified (City, Park & Library)

Grant Employee

Legislative Appointment

Permit

Political Appointment

Temporary (Non-Permit)

Unclassified

Pay Group

PDP

Salary Plan

CAF

Salary Grade

030

Salary Step

11

Compensation Rate

\$ 12.529 XX

**JOB EARNINGS DISTRIBUTION**

Percent	Earn Code	Fund	Agency	Org	Sub Org	Activity	Report Category	Job / Project
	REG		<del>400</del>					
100	REG	0100	400	B111				

Length of Probation

None

3 Month

6 Month

12 Month

Other

Tax Withholding (From W-4)

Fed Status

Fed Withholding

State Status

State Withholding Allowances

13.43 - Personnel Data

Approved by:

Date

Entered in HRIS By

J. Gantt

Date

1/28/04



**NOTICE TO NEW HIRES: YOUR RIGHTS AS A SUBJECT OF DATA  
(PLEASE READ THIS IMPORTANT INFORMATION)****YOUR RIGHTS AS A SUBJECT OF DATA**

In accordance with the Minnesota Government Data Practices Act we must inform you of your rights as a subject of data.

Some of the information required on the attached Hire Form is classified as private data under the Government Data Practices Act. We need this information in order to process your payroll and benefits and to maintain employment records as required by the City Charter.

Social Security Number is required as an identifier for payroll processing, tax withholding and reporting, processing benefits to which you are entitled, and maintaining employment history records as mandated by the City Charter and other laws. Your address is required so that your paycheck or direct deposit notice can be mailed to you. Your home phone number may be used to contact you if necessary. Your Date of Birth is required for Benefits and pension administration. Emergency Contact information is requested (but not required) to allow us to quickly contact the person(s) you designate in case of an emergency. Your Driver's License information may be required if you will be driving City vehicles.

Race, sex, age, and disability data are used in summary form to monitor protected class employment and to meet federal, state and local reporting requirements.

If you choose to withhold essential data (other than race, sex, age, disability, phone numbers or emergency contacts) we may not be able to process your hire.

The data we collect about you is classified as either **PUBLIC** or **PRIVATE**. "Public" means that it is available to anyone who asks to see it. "Private" means that the data is only available to the person the information is about (you) and to staff who must see it in the normal course of conducting City of Minneapolis business, and as otherwise provided for by law. Data collected on, or in response to, your hire that is classified "Private" may be used by City of Minneapolis Human Resources and supervisory personnel who require access to the information in order to perform their job functions. It may be shared with a labor union, if applicable, with the Public Employee Retirement Association (PERA) or other organizations at your request. It may also be shared as required by current or future laws.

The following data which the City of Minneapolis collects on you as an employee is "Public":

Name, actual gross salary, salary range, contract fees, actual gross pension, the value and nature of employer-paid fringe benefits, the basis for and amount of any added compensation (such as, expense reimbursements), job title, job description, your education and training background, previous work experience, the dates of first and last employment, your work location, work phone number, badge number, honors and awards received, the City and County of your residence, payroll timesheets and other comparable data used only to account for your work time for payroll purposes (except to the extent that release of timesheet data would reveal the reasons for your use of sick leave, medical leave or other non-public data). Any information collected that is not classified as public (see above) is considered non-public, private or confidential. Some information regarding disciplinary actions is public depending on the status and results of the situation. When requests are received regarding disciplinary actions, City staff contacts the City Attorney's office for clarification of what information is public.

Be advised, any information you provide as an applicant or employee during your service with the City of Minneapolis, may be used by the City for a variety of purposes under human resources rules, collective bargaining agreements or as required by law. This includes, but is not limited to, performance appraisals and discipline.

If you have any questions regarding your rights as a subject of data please contact:

Minneapolis Human Resources Department  
Public Service Center  
250 South Fourth Street  
Suite 100  
Minneapolis, Minnesota 55415-1339

Hireform.doc Revised 1/14/00

## Hire Form - Part 2 (Supplemental Information)

Employee ID or Social Security Number <b>00998</b>	Employee Name <b>Carlson, Troy A</b>	Hire Date (Start Date) <b>1-26-04</b>
---	---	--

**MAILING ADDRESS (If different from home address (Optional))** Panel: Administer Workforce US/ Use Personal Data/Name/Address

Street Address	Apt #	City	State	Zip
----------------	-------	------	-------	-----

13.43 - Personnel Data

**ADDITIONAL OR FORMER NAME (Optional)** Panel: Administer Workforce/Administer Workforce US/ Use Names

Name Type (such as "Preferred," "Maiden," "Former", "Legal", etc.)	Name Part: <input type="checkbox"/> Full <input type="checkbox"/> Last <input type="checkbox"/> First	Name
--	--	------

**EMERGENCY CONTACT - PRIMARY** Panel: Administer Workforce US/Use Emergency Contacts

13.43 - Personnel Data

ENTERED IN HRIS BY 	DATE ENTERED: <b>1/26/04</b>	PHONE: <b>X3427</b>
---	---------------------------------	------------------------



MINNEAPOLIS HUMAN RESOURCES  
**NOTICE TO NEW HIRES: YOUR RIGHTS AS A SUBJECT OF DATA**  
(PLEASE READ THIS IMPORTANT INFORMATION)

**YOUR RIGHTS AS A SUBJECT OF DATA**

In accordance with the Minnesota Government Data Practices Act we must inform you of your rights as a subject of data.

Some of the information required on the attached Hire Form is classified as private data under the Government Data Practices Act. We need this information in order to process your payroll and benefits and to maintain employment records as required by the City Charter.

Social Security Number is required as an identifier for payroll processing, tax withholding and reporting, processing benefits to which you are entitled, and maintaining employment history records as mandated by the City Charter and other laws. Your address is required so that your paycheck or direct deposit notice can be mailed to you. Your home phone number may be used to contact you if necessary. Your Date of Birth is required for Benefits and pension administration. Emergency Contact information is requested (but not required) to allow us to quickly contact the person(s) you designate in case of an emergency. Your Driver's License information may be required if you will be driving City vehicles.

Race, sex, age, and disability data are used in summary form to monitor protected class employment and to meet federal, state and local reporting requirements.

If you choose to withhold essential data (other than race, sex, age, disability, phone numbers or emergency contacts) we may not be able to process your hire.

The data we collect about you is classified as either **PUBLIC** or **PRIVATE**. "Public" means that it is available to anyone who asks to see it. "Private" means that the data is only available to the person the information is about (you) and to staff who must see it in the normal course of conducting City of Minneapolis business, and as otherwise provided for by law. Data collected on, or in response to, your hire that is classified "Private" may be used by City of Minneapolis Human Resources and supervisory personnel who require access to the information in order to perform their job functions. It may be shared with a labor union, if applicable, with the Public Employee Retirement Association (PERA) or other organizations at your request. It may also be shared as required by current or future laws.

The following data which the City of Minneapolis collects on you as an employee is "Public":

Name, actual gross salary, salary range, contract fees, actual gross pension, the value and nature of employer-paid fringe benefits, the basis for and amount of any added compensation (such as, expense reimbursements), job title, job description, your education and training background, previous work experience, the dates of first and last employment, your work location, work phone number, badge number, honors and awards received, the City and County of your residence, payroll timesheets and other comparable data used only to account for your work time for payroll purposes (except to the extent that release of timesheet data would reveal the reasons for your use of sick leave, medical leave or other non-public data). Any information collected that is not classified as public (see above) is considered non-public, private or confidential. Some information regarding disciplinary actions is public depending on the status and results of the situation. When requests are received regarding disciplinary actions, City staff contacts the City Attorney's office for clarification of what information is public.

Be advised, any information you provide as an applicant or employee during your service with the City of Minneapolis, may be used by the City for a variety of purposes under human resources rules, collective bargaining agreements or as required by law. This includes, but is not limited to, performance appraisals and discipline.

If you have any questions regarding your rights as a subject of data please contact:

Minneapolis Human Resources Department  
Public Service Center  
250 South Fourth Street  
Suite 100  
Minneapolis, Minnesota 55415-1339

Hireform.doc Revised 1/14/00

Home > Administer Workforce > Administer Workforce > Use > Job Data

Filed By: CM  
 New Window: CSF  
 Date: 1-23-15

Work Location | Job Information | Job Labor | Payroll | Salary Plan | Compensation

Carlson, Troy Allen Employee ID: 000998 Empl Rcd#: 0

Work Location View All First

Employee Status: Active Date Created: 01/23/2004  
 \*Effective Date: 01/26/2004 Effective Sequence: 0 \*Job Primary Job  
 Action / Reason: Hire NEW New Hire - Regular Indicator:

Position Number: 00005113 Community Service Officer-C PT Position Entry Date: 01/2  
 Position Data Override  Position Management Record  
 \*Regulatory Region: USA United States  
 \*Company: MPL City of Minneapolis  
 \*Business Unit: MPLMN Minneapolis MN  
 \*Department: MPLS400 Police Department Department Entry Date: 01/2  
 Location: C4000 Police  
 Reports To: 00003637 Chief of Police-C  
 ID: 005310 Olson, Robert K

Job Data | Employment Data | Earnings Distribution | Benefits Program Participation | Classificat

Save | Previous tab | Next tab | Display Options | Include Histo

Work Location | Job Information | Job Labor | Payroll | Salary Plan | Compensation

.../?ICType=Worklist&BusProc=Administer%20Workforce&Activity=Hire%20Workforce&1/23/04

APPLICANT DATA

Applicant ID: 13.43  
Name: Carlson, Troy Allen  
Projected Start Date: 01/26/2004  
Address:

Phone Number(s):

Gender:  
Birthdate:  
Social Security #:

13.43 - Personnel Data

REQUISITION DATA

Requisition Number: 018470  
Open/Promotional: Open  
Position Number:  
Job Code: 02350C Community Service Officer-C  
Department: MPLS400 Police Department  
Location: C4065 Police Central Services  
Regular/Part Time: Regular  
Full/Part Time: Part-Time  
Classified-Indicator:

Emp #: 000998



# Application For Employment

Filed By CM  
CSF  
Date 1-23-15

JAN 10 2003  
1013691



minneapolis  
city of lakes  
An Equal Opportunity Employer

## IMPORTANT EMPLOYMENT APPLICATION INSTRUCTIONS - PLEASE READ

1. Be sure to include proof of education, licenses, certificates, training and veteran's eligibility (if required). Originals need not be submitted.
2. Read the Job Announcement carefully, if you are applying for a specific position, to be sure that you meet ALL the requirements.
3. Your application must be filled out completely. Applications that are not complete will not be processed.
4. If a section does not apply to your background, write "None."
5. Do not state "see resume" when asked to describe your responsibilities and experience. Your qualifications will be evaluated based on information provided on the application only.

RETURN TO: Minneapolis Human Resources, Public Service Center, 250 S 4th St., Room 100, Minneapolis, MN 55415-1339 • Fax (612) 673-2508/3353

## PLEASE PRINT CLEARLY IN BLACK OR BLUE INK

Your Last Name Carlson Your First Name Troy Your Middle Name Allen  
Prefix (Please check one box)  13.43 - Personnel Data Social Security Number:  13.43 - Personnel Data  
Would you, in any of your education or experience, be known under another name?  13.43  Yes, if yes, under what name(s) and between what dates?  
Current Address:  13.43 - Personnel Data E-Mail Address:  13.43 - Personnel Data  
City State Zip

Home Phone  13.43 - Personnel Data Business Phone ( ) Other Phone Number (i.e. cellular)  13.43 - Personnel Data  
Job Title (list all positions for which you would like to be considered) Community Service Officer Exam Number (list all current, open positions for which you are qualified and would like to be considered)  
Job Title Exam Number  
Job Title Exam Number

## REFERRAL SOURCE: Where did you learn that this position was open for application? Please check one referral source.

- City Department or Employee (which one?)  13.43 - Personnel Data  Hotline (612) 673-2489  
 Community Agency (which one?)  Star Tribune Newspaper (not considered a community newspaper)  
 Job Service  Community Newspaper (which one?):  
 Minneapolis Human Resources  Radio (which station?):  
 School (which one?):  Television (which station?):  
 Walk-in  Internet (which website):

## EDUCATION: What is the highest level of education you have completed? Please check one.

- Some High School  High School Graduate, GED  Some College  Technical School  
 2-Year College Degree  Bachelor's Degree  Master's Degree  Some Graduate School  
 Doctorate  MD, DDS, JD  Post Doctorate

## PREVIOUS EMPLOYMENT: Have you ever been employed by any of these organizations? Please check all that apply.

City of Minneapolis Start Date: End Date:  
 Mpls Board of Education Start Date: End Date:  
 Minneapolis Park Board Start Date: End Date:  
 Minneapolis Public Library Start Date: End Date:



# EMPLOYMENT HISTORY



**LIST YOUR EMPLOYMENT HISTORY FOR THE LAST 7 YEARS BEGINNING WITH YOUR MOST RECENT EMPLOYMENT.**

Do not state "see resume" when asked to describe your responsibilities and experience. Your qualifications will be evaluated based on information provided on the application only.

If you are currently working, may we contact your current employer?  YES  NO

**13.43 - Personnel Data**

Current Employer	Start Date	End Date
<b>13.43 - Personnel Data</b>		
Address		
City	State	Zip
Phone Number	Hours Worked Per Week	
Your Job Title	Supervisor	
Reason for Leaving		
Please provide a brief description of your specific job duties		

Employer	Davanni's Pizza & Hot Hoagies	Start Date	04/09/1999	End Date	08/15/2002
Address	4500 Riverside Ave.				
City	Minneapolis	State	MN	Zip	55454
Phone Number	612-332-5551	Hours Worked Per Week		15-40	
Your Job Title	Certified trainer	Supervisor		John Stephens	
Reason for Leaving	<b>13.43 - Personnel Data</b>				

Please provide a brief description of your specific job duties  
prepare food, take orders, count money, & cash-out drivers, light managing duties, Train new employees, Deal with customer complaints.

Employer	Vien's Lawn Service	Start Date	06/2002	End Date	09/2002
Address	146 W 87th Street				
City	Bloomington	State	MN	Zip	55420
Phone Number	952-888-4296	Hours Worked Per Week		40+	
Your Job Title	Laborer	Supervisor		Steve Uien	
Reason for Leaving	<b>13.43 - Personnel Data</b>				

Please provide a brief description of your specific job duties  
Mow Lawns, unload rocks, remove/lay sod, Drive a truck and trailer, operate machinery.

## 13.43 - Personnel Data



The National Society  
of the  
Sons of the American Revolution



TROY ALLEN CARLSON

has been awarded the

**Bronze**  
**Good Citizenship Medal**

in recognition of notable services  
in behalf of our American principles



MINNEAPOLIS CHAPTER

4 JUNE 2002

Date

*Troy Carlson*  
President

*John G. Kelly*  
Secretary

Employer Minnesota Bearing Company  
 Address 1104 Greenwood Ave North  
 City Minneapolis State MN Zip 55405  
 Phone Number 612-374-2100 Start Date 06-98/06-99 End Date 09-98/09-99 Hours Worked Per Week 40  
 Your Job Title Warehouse Assistant Supervisor Karen Krohn *bmo*  
 Reason **13.43 - Personnel Data**

Please provide a brief description of your specific job duties  
Unload Trucks, check accuracy of shipments, pull orders from stock, ship orders using Fedex/ups computer systems, Deliver order using company vehicle.

Provide dates and reasons, excluding disabilities, for any time in the last seven (7) years that is not accounted for in your employment history (unemployment, education, etc.):  
**13.43 - Personnel Data**

Have you ever been discharged or asked to resign from any position for misconduct or unsatisfactory service?  
 13.43 - Personnel Data  
**13.43 - Personnel Data**

**EDUCATION**

Degree High School Diploma School Mpls - South High School Graduated:  Yes  No If no, year expect to graduate  
 Major/Course of Study General  
 Degree Bachelors/Undergraduate School Uof W - Madison Graduated:  Yes  No If no, year expect to graduate  
 Major/Course of Study Undecided GPA 13.43 2006/2007

**TRAINING:** List any additional training you have received.

Course Title	School Name	Course Date

**LICENSES & CERTIFICATES:** List your licenses or certificates. Include 1) Issue Date, 2) license number, 3) issuing organization, 4) expiration date, 5) state in which it was issued. A legible photocopy is preferred, if it shows all information requested.  
**13.43 - Personnel Data**

**PROFESSIONAL MEMBERSHIPS:** List any professional organizations to which you belong. Include the organization name and date you joined the organization.  
**13.43 - Personnel Data**



**LANGUAGE SKILLS**

If you are multi-lingual, please list the additional language(s) that you are able to translate, speak, read and/or write. (The hiring department may request a test to verify this information.)

Language: English

Speak:  High  Moderate  Low  
 Read:  High  Moderate  Low  
 Write:  High  Moderate  Low

Other Language: Spanish Able to Translate to English:  Yes  No

Speak:  High  Moderate  Low  
 Read:  High  Moderate  Low  
 Write:  High  Moderate  Low

Other Language: \_\_\_\_\_ Able to Translate to English:  Yes  No

Speak:  High  Moderate  Low  
 Read:  High  Moderate  Low  
 Write:  High  Moderate  Low

**CONVICTIONS**

If you have been convicted of any violations, other than parking tickets, list all convictions within the last 7 years. Do not list juvenile (under 18 years of age) convictions unless you were tried as an adult. The Minneapolis Human Resources Department does not automatically reject applicants who have conviction records.

Month/Day/Year                      City/State                      Nature of Offense                      Result

**13.43 - Personnel Data**

**COMMENTS**

Use this space to provide additional education and/or experience which you believe may help you qualify for a position or which may clarify other information you have already provided.

-I was a mpls- Police Explorer for a year.  
 -I have worked in Community Crime Prevention with the  
 Corcoran neighborhood.

**IMPORTANT INFORMATION - READ THE FOLLOWING STATEMENTS CAREFULLY AND BE SURE TO SIGN THIS APPLICATION**

1. I certify that all the information I have provided on this application is true and complete to the best of my knowledge. I understand that giving false information or omitting requested information could result in rejection of my application or dismissal if I am hired.
2. I authorize the City of Minneapolis Human Resources Department to verify this information to determine whether or not I am qualified for positions for which I am applying.
3. I hereby authorize all current and previous employers to release job-related information upon the request of the Minneapolis Human Resources Department.

Signature [Signature] Printed Name Troy Carlson Date 1-07-03

**DO NOT WRITE IN THIS SECTION - FOR HR USE ONLY**

HRIS User Initials I. G. Date Data Entered 1/11/03

RETURN TO: Minneapolis Human Resources, Public Service Center, 250 S 4th St., Room 100, Minneapolis, MN 55415-1339 • Fax (612) 673-2508/3353



**Rank History**

Close

Rank History for: Troy Carlson  
Employee ID Number: 000998

Add Rank

Edit	Delete	Rank	Start Date	EndDate	Adjusted Days	Seniority Start Date	Hiring Year	Hiring Order	Reason
Edit	Delete	Police Sergeant	8/21/2016		0	8/21/2016	2016		Promotion
Edit	Delete	Police Officer	4/21/2006	8/20/2016	0	4/21/2006	2006	13.43	
Edit	Delete	Community Service Officer	1/26/2004	4/20/2006	0	1/26/2004	2004		

Unit Assignment History

Close

Add Historical Assignment

Assignment(s) for: Troy Carlson

Employee ID Number: 000998

Edit	Delete	Unit Assignment	Assignment Type	StartDate	EndDate	Name Change
		Professional Develop04	Primary	1/26/2004	6/12/2004	
		Professional Development	Primary	6/13/2004	11/27/2004	
		CSO Program <12/24/06	Primary	11/28/2004	3/26/2006	
		Training <12/24/2006	Primary	3/27/2006	4/15/2006	
		Academy <12/24/06	Primary	4/16/2006	7/1/2006	
		Pct 1	Primary	7/2/2006	9/2/2006	
		Pct 4 13.43	Primary	9/3/2006	1/6/2007	
		Pct 2	Primary	1/7/2007	11/24/2007	
		Pct 4	Primary	11/25/2007	12/22/2007	
		13.43	Temporary	8/25/2008	9/5/2008	
			Temporary	1/18/2009	2/14/2009	
			Temporary	4/12/2009	5/9/2009	
		Pct 4 13.43	Primary	12/23/2007	6/20/2009	
			Primary	6/21/2009	9/26/2009	
			Primary	9/27/2009	5/8/2010	
		13.43	Primary	5/9/2010	5/4/2013	
			Temporary	7/28/2013	8/24/2013	
			Temporary	3/9/2014	4/5/2014	
			Temporary	6/29/2014	7/26/2014	
		Pct 4 13.43	Primary	5/5/2013	1/10/2015	
			Temporary	2/8/2015	3/7/2015	
			Temporary	6/28/2015	7/25/2015	
			Primary	1/11/2015	8/20/2016	
			Temporary	1/10/2016	8/20/2016	
			Temporary	8/21/2016	10/15/2016	
		13.43	Primary	8/21/2016	12/10/2016	
			Temporary	10/16/2016	12/10/2016	
			Secondary	5/16/2010	10/14/2017	
			Secondary	5/16/2010	10/14/2017	6/1/2014
			Secondary	5/16/2010	10/14/2017	7/27/2014
			Primary	12/11/2016	10/14/2017	
			Temporary	1/26/2018	2/4/2018	
Edit		Pct 1	Primary	10/15/2017	10/13/2018	
Edit		Pct 4 13.43	Secondary	4/24/2017		
			Primary	10/14/2018		

### Training Records

**Training History for:** Troy Carlson

**Employee Id:** 000998

**Total Continued Education Credits:** 2184.0

**Total Instructor Credits:** 7.0

Add (Add training that are not associated with an existing Event/TimeSlot)

		Course	Start Date	End Date	Grade	Continued Education Credits	Instructor Credits	Make	Model	Serial #	Comr
Edit	Delete	2019 Annual In-Service Training Program, Phase III, September - December 2019	11/5/2019	11/5/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase III, September - December 2019	11/4/2019	11/4/2019	Not Applicable	7.00					
Edit	Delete	2019 Mounted Police Monthly Trng (5 hr)	9/19/2019	9/19/2019	Not Applicable	5.00					
Edit	Delete	2019 Police Leadership Course, 005, September 3-6 and September 9-13, 2019	9/4/2019	9/4/2019	Not Applicable	7.00					
Edit	Delete	2019 Police Leadership Course, 005, September 3-6 and September 9-13, 2019	9/3/2019	9/3/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)	8/20/2019	8/20/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)	8/19/2019	8/19/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase I, January - March 2019	3/26/2019	3/26/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase I, January - March 2019	3/25/2019	3/25/2019	Not Applicable	7.00					
Edit	Delete	2019 Mounted Police Monthly Trng 2-Day Large Animal Rescue-Day 1 (Feb 21)	2/21/2019	2/21/2019	Not Applicable	8.00					
Edit	Delete	2019 Mounted Police Monthly Trng (4 hr)	1/17/2019	1/17/2019	Not Applicable	4.00					
		2019 Semi-Automatic Handgun Qualification and Gas Mask Fit Testing, January -									



Edit	Delete	February 2019, Multipl	1/11/2019	1/11/2019	PASS	1.00				
Edit	Delete	2018 Mounted Patrol Monthly Training-3 hour (Dec 20)	12/20/2018	12/20/2018	Not Applicable	3.00				
Edit	Delete	2018 TASER Re-Certification Training Program, December, Multiple Dates	12/17/2018	12/17/2018	Not Applicable	4.00				
Edit	Delete	2018 Annual In-Service Training-Day 1 AM	11/7/2018	11/7/2018	Not Applicable	4.00				Group
Edit	Delete	2018 Annual In-Service Training-Day 1 PM	11/7/2018	11/7/2018	Not Applicable	4.00				Group
Edit	Delete	2018 Mounted Patrol Monthly Training-5 hour (var Jan-Dec)	10/18/2018	10/18/2018	Not Applicable	5.00				
Edit	Delete	2018 Annual In-Service Training-Day 2 AM	10/16/2018	10/16/2018	Not Applicable	4.00				Group
Edit	Delete	2018 Annual In-Service Training-Day 2 PM	10/16/2018	10/16/2018	Not Applicable	4.00				Group
Edit	Delete	2018 Emergency Vehicle Operations Course, Multiple Dates	10/10/2018	10/10/2018	Not Applicable	7.00				
Edit	Delete	2018 Mounted Patrol Monthly Training-4 hour (var Jan-Dec)	9/27/2018	9/27/2018	Not Applicable	4.00				
Edit	Delete	2018 Shotgun and CIT Training Program, GROUP B, Multiple dates	9/24/2018	9/24/2018	Not Applicable	7.00				
Edit	Delete	2018 ICS 300 Series (Jun 19-21)	6/19/2018	6/21/2018	PASS	24.00				
Edit	Delete	2018 Bike Certification Course, May 1-4, 2018	5/4/2018	5/4/2018	Not Assigned	8.00				
Edit	Delete	2018 Bike Certification Course, May 1-4, 2018	5/3/2018	5/3/2018	Not Assigned	8.00				
Edit	Delete	2018 Bike Certification Course, May 1-4, 2018	5/2/2018	5/2/2018	Not Assigned	8.00				
Edit	Delete	2018 Bike Certification Course, May 1-4, 2018	5/1/2018	5/1/2018	Not Assigned	8.00				
Edit	Delete	2018 PIMS Basic Patrol Training Program, April 16-18, 2018	4/18/2018	4/19/2018	Not Applicable	7.00				
Edit	Delete	2018 PIMS Basic Patrol Training Program, April 16-18, 2018	4/17/2018	4/18/2018	Not Applicable	7.00				
Edit	Delete	2018 PIMS Basic Patrol Training Program, April 16-18, 2018	4/16/2018	4/17/2018	Not Applicable	7.00				
Edit	Delete	2018 Mounted Patrol Monthly Training-5 hour (var Jan-Dec)	3/15/2018	3/15/2018	Not Applicable	6.00				
		2018 Mounted Patrol								

Edit	Delete	Monthly Training-6 hour (var Jan-Dec)	1/17/2018	1/17/2018	Not Applicable	6.00					
Edit	Delete	2018 Mounted Patrol Monthly Training-6 hour (var Jan-Dec)	1/16/2018	1/16/2018	Not Applicable	6.00					
Edit	Delete	2018 Annual Handgun Qualification and Gas Mask Fit Testing, January 2 - 19, 2018	1/12/2018	1/12/2018	PASS	1.00					
Edit	Delete	2018 Super Bowl LII, Law Enforcement Officer Orientation, January 09, 2018	1/9/2018	1/9/2018	Not Applicable	6.00					
Edit	Delete	2017 Body Worn Camera New Operator Training Program, Multiple dates	12/1/2017	12/1/2017	Not Applicable	2.00					
Edit	Delete	2017 TASER Re-Certification Training Program, Multiple Dates	10/11/2017	10/11/2017	Not Applicable	4.00					
Edit	Delete	2017 Mounted Patrol Monthly Trng (6 hr)	9/7/2017	9/7/2017	Not Applicable	6.00					
Edit	Delete	2017 Defensive Tactics, Non Patrol, POST Mandated, May - June, various dates	6/1/2017	6/1/2017	Not Applicable	4.00					
Edit	Delete	2017 In-Service Training Program, Active Shooter, Super Bowl, Phase II, for Patrol	5/8/2017	5/8/2017	Not Applicable	10.00					
Edit	Delete	2017 Riders Elite 5-Week Basic Mounted Trng (Mar 27-May 4)	3/27/2017	5/4/2017	Not Applicable	148.00					
Edit	Delete	2017 In-Service Program, Super Bowl, Phase I, PATROL, 10 hours	2/9/2017	2/9/2017	Not Applicable	10.00					
Edit	Delete	2017 Annual Semi-Automatic Handgun, Shotgun Qualification and Gas Mask Fit Testing, Jan- Feb	1/25/2017	1/25/2017	PASS	1.00					
Edit	Delete	2016 TASER Re-Certification Training Program, November and December dates	12/14/2016	12/14/2016	PASS	4.00					
Edit	Delete	2016 Procedural Justice, Module 3, October - December, various dates	10/27/2016	10/28/2016	Not Applicable	7.00					
Edit	Delete	2016 New Supervisor Training - Sergeant, October 19-20, 2016	10/19/2016	10/20/2016	Not Applicable	14.00					
		2016 Shotgun and Defensive Tactics In-Service Training Program,									



Edit	Delete	September, various dates	9/22/2016	9/22/2016	Not Applicable	8.00					
Edit	Delete	2016 New Supervisor Training - Sergeant (Aug 22-23)	8/22/2016	8/23/2016	Not Applicable	13.00					
Edit	Delete	2016 SWAT-Cycle 9-Entry Team Trng-Day 2 (Aug 17)	8/17/2016	8/17/2016	Not Applicable	9.00					
Edit	Delete	2016 SWAT-Cycle 9-Entry Team Trng-Day 1 (Aug 16)	8/16/2016	8/16/2016	Not Applicable	6.00					
Edit	Delete	2016 SWAT-Cycle 8-Entry Team Trng (Jul 19)	7/19/2016	7/19/2016	Not Applicable	8.00					
Edit	Delete	2016 Procedural Justice, Module 2, Various dates, May - July, 2016	6/27/2016	6/27/2016	Not Applicable	8.00					
Edit	Delete	2016 Investigative Training for CRT/Plainclothes, June 8-10, 2016	6/10/2016	6/10/2016	Not Applicable	7.00					
Edit	Delete	2016 Investigative Training for CRT/Plainclothes, June 8-10, 2016	6/9/2016	6/9/2016	Not Applicable	7.00					
Edit	Delete	2016 Investigative Training for CRT/Plainclothes, June 8-10, 2016	6/8/2016	6/8/2016	Not Applicable	7.00					
Edit	Delete	2016 Search Warrant Training, CRT/Plainclothes Investigators, June 2-3, 2016	6/3/2016	6/3/2016	Not Applicable	3.00					
Edit	Delete	2016 Search Warrant Training, CRT/Plainclothes Investigators, June 2-3, 2016	6/2/2016	6/2/2016	Not Applicable	3.00					
Edit	Delete	2016 SWAT-Cycle 6-Unit Trng (May 25)	5/25/2016	5/25/2016	PASS	2.00					
Edit	Delete	2016 SWAT-Cycle 6-Entry Team Trng (May 24)	5/24/2016	5/24/2016	Not Applicable	6.00					
Edit	Delete	2016 SWAT-Cycle 5-Unit Trng-Less Lethal (Apr 20)	4/20/2016	4/20/2016	PASS	2.00					
Edit	Delete	2016 SWAT-Cycle 5-Unit Trng-PT Test (Apr 20)	4/20/2016	4/20/2016	PASS	1.00					
Edit	Delete	2016 SWAT-Cycle 4-Unit Trng (Mar 30)	3/30/2016	3/30/2016	Not Applicable	10.00					
Edit	Delete	2016 SWAT-Cycle 4-Entry Team Trng (Mar 29)	3/29/2016	3/29/2016	Not Applicable	10.00					
Edit	Delete	2016 Procedural Justice, Module 1	3/23/2016	3/23/2016	Not Applicable	7.00					
Edit	Delete	2016 SWAT-Cycle 2-Entry Team Trng (Feb 2)	2/2/2016	2/2/2016	Not Applicable	7.00					
Edit	Delete	2016 Annual Semi-Automatic Handgun Qualification and Gas Mask Fit Testing	1/4/2016	1/4/2016	PASS	1.00					



Edit	Delete	2016 Off Duty/2nd/Back-Up Handgun Qual (various)	1/4/2016	1/4/2016	PASS	1.00					
Edit	Delete	2016 SWAT-Cycle 1-Entry Team Trng-#2 (Dec 22, 2015)	12/22/2015	12/22/2015	Not Applicable	8.00					
Edit	Delete	2016 SWAT-Cycle 1-Entry Team Trng-#1 (Dec 21, 2015)	12/21/2015	12/21/2015	Not Applicable	8.00					
Edit	Delete	2016 SWAT-Cycle 1-Unit Trng-Mock Op 100 (Dec 16, 2015)	12/16/2015	12/16/2015	Not Applicable	10.00					
Edit	Delete	2015 FTO Refresher Training Program, December 1, 8, or 15, 2015	12/15/2015	12/15/2015	Not Applicable	2.00					
Edit	Delete	2015 Annual Taser Re-Certification Course, Multiple Dates	12/1/2015	12/2/2015	Not Applicable	4.00					
Edit	Delete	2015 SWAT-Cycle 12-Entry Team Trng (Oct 27)	10/27/2015	10/27/2015	Not Applicable	6.00					
Edit	Delete	2015 Off Duty - 2nd Gun 5 Shot Revolver Operators Course (Oct 6)	10/6/2015	10/6/2015	PASS	4.00					
Edit	Delete	2015 SWAT-Fall Annual-Mock Operations 50 & 100 Terror Response (Sep 17)	9/17/2015	9/17/2015	Not Applicable	10.00					
Edit	Delete	2015 SWAT-Fall Annual-CQB Counter Terrorism Response (Sep 15 & 16)	9/15/2015	9/16/2015	Not Applicable	5.00					
Edit	Delete	2015 SWAT-Fall Annual-CQB Warrant Service (Sep 15 & 16)	9/15/2015	9/16/2015	Not Applicable	5.00					
Edit	Delete	2015 SWAT-Fall Annual-Firearms Trng & Qual (Sep 15 & 16)	9/15/2015	9/16/2015	Not Applicable	5.00					
Edit	Delete	2015 SWAT-Fall Annual-Urban Area Search (Sep 15 & 16)	9/15/2015	9/16/2015	Not Applicable	5.00					
Edit	Delete	2015 SWAT-Fall Annual-CQB Trng (Sep 14)	9/14/2015	9/14/2015	Not Applicable	8.00					
Edit	Delete	2015 Shotgun Training and Handgun Development, September 8-24, 2015	9/11/2015	9/11/2015	PASS	4.00					
Edit	Delete	2015 Fair and Impartial Policing, 4th Precinct, June 10, 2015	6/10/2015	6/11/2015	Not Applicable	4.00					
Edit	Delete	2015 Defensive Tactics Quarter 2	6/1/2015	6/1/2015	Not Applicable	2.00					
		2015 SWAT-Cycle 6-Unit Trng-Breaching/Area									

Edit	Delete	Search/CQB w/IED's (Interoperability Response) (May 21)	5/21/2015	5/21/2015	Not Applicable	8.00					
Edit	Delete	2015 SWAT-Cycle 6-Unit Trng-Firearm Skill Development Qualification (May 20)	5/20/2015	5/20/2015	Not Applicable	8.00					
Edit	Delete	2015 SWAT-Cycle 6-Unit Trng-Entry Team (May 19)	5/19/2015	5/19/2015	Not Applicable	9.00					
Edit	Delete	2015 SWAT-Cycle 5-Entry Team Trng (Apr 28)	4/28/2015	4/28/2015	Not Applicable	9.00					
Edit	Delete	2015 SWAT-Cycle 5-Unit Trng FSDD/Less Lethal/Cart Munitions (Apr 21)	4/21/2015	4/21/2015	Not Applicable	3.00					
Edit	Delete	2015 SWAT-Cycle 5-Unit Trng Tactical Members Obstacle Course (Apr 21)	4/21/2015	4/21/2015	Not Applicable	1.00					
Edit	Delete	2015 SWAT-Cycle 4-Entry Team Trng (Mar 24)	3/24/2015	3/24/2015	Not Applicable	9.00					
Edit	Delete	2015 SWAT-Cycle 3-Entry Team Trng (Feb 24)	2/24/2015	2/24/2015	Not Applicable	6.00					
Edit	Delete	2015 4th Precinct Middlewatch In-Service Training Program, February 11, 2015	2/11/2015	2/11/2015	Not Applicable	8.00					
Edit	Delete	2015 February Semi-Automatic Handgun Qualification and Gas Mask Fit Testing	2/5/2015	2/5/2015	PASS	1.00					
Edit	Delete	2015 SWAT-Cycle 2-Entry Team Trng (Jan 27)	1/27/2015	1/27/2015	Not Applicable	8.00					
Edit	Delete	2014 SWAT-Cycle 13-Unit Trng Mock-Op (Dec 10)	12/10/2014	12/10/2014	Not Applicable	8.00					
Edit	Delete	2014 SWAT-Cycle 13-Entry Team Trng (Dec 9)	12/9/2014	12/9/2014	Not Applicable	6.00					
Edit	Delete	2014 Fall Computer Training Program (911 Response Officers and Supervisors)	11/18/2014	11/18/2014	Not Applicable	2.00					
Edit	Delete	2014 SWAT-Cycle 12-Entry & Rifle Teams Trng (Nov 11-12)	11/11/2014	11/12/2014	Not Applicable	16.00					
Edit	Delete	2014 SWAT-Cycle 11-Entry Team Trng (Oct 14)	10/14/2014	10/14/2014	Not Applicable	6.00					
Edit	Delete	2014 In-Service Defensive Tactics	10/8/2014	10/8/2014	PASS	1.00					
Edit	Delete	2014 SWAT-Cycle 11-Unit Trng PT Test (Oct 6)	10/6/2014	10/6/2014	Not Applicable	10.00					
		2014 Peer Support Team Training (Sep			Not						



Edit	Delete	29)	9/29/2014	9/29/2014	Applicable	8.00					
Edit	Delete	2014 SWAT-Annual Trng-Force on Force Scenario Based Trng (Sep 18)	9/18/2014	9/18/2014	Not Applicable	8.00					
Edit	Delete	2014 SWAT-Annual Trng-Advanced Handgun (Sep 16 or 17)	9/17/2014	9/17/2014	Not Applicable	5.00					
Edit	Delete	2014 SWAT-Annual Trng-Officer Down Drill/Bearcat (Sep 16 or 17)	9/17/2014	9/17/2014	Not Applicable	5.00					
Edit	Delete	2014 SWAT-Annual Trng-Advanced Patrol Carbine Rifle (Sep 16 or 17)	9/16/2014	9/16/2014	Not Applicable	5.00					
Edit	Delete	2014 SWAT-Annual Trng-FSDD Annual Re-Certification Course (Sep 16)	9/16/2014	9/16/2014	Not Applicable	2.00					
Edit	Delete	2014 SWAT-Annual Trng-QCB Instruction/Warrant Service (Sep 16 or 17)	9/16/2014	9/16/2014	Not Applicable	5.00					
Edit	Delete	2014 SWAT-Annual Trng-Entry Team QCB (Sep 15)	9/15/2014	9/15/2014	Not Applicable	5.00					
Edit	Delete	2014 Annual Shotgun Qual, Training & Handgun Skill Development	9/11/2014	9/11/2014	PASS	2.00					
Edit	Delete	2014 SWAT-Cycle 10-Entry Team Trng (Sep 9)	9/9/2014	9/9/2014	Not Applicable	0.00	7.0				
Edit	Delete	2014 EVOC Fall Training Program	9/4/2014	9/4/2014	PASS	8.00					
Edit	Delete	2014 SWAT-Cycle 8-Entry Team Trng (Jul 22)	7/22/2014	7/22/2014	Not Applicable	8.00					
Edit	Delete	2014 SWAT-Cycle 7-Entry Team Trng (Jun 24)	6/24/2014	6/24/2014	Not Applicable	8.00					
Edit	Delete	2014 SWAT-Cycle 7-Unit Trng-PT Test (Jun 9)	6/9/2014	6/9/2014	Not Applicable	10.00					
Edit	Delete	2014 Handgun Skill Development, various dates	5/28/2014	5/29/2014	PASS	1.00					
Edit	Delete	2014 SWAT-Cycle 6-Entry Team Trng (May 27)	5/27/2014	5/27/2014	Not Applicable	10.00					
Edit	Delete	2014 SWAT-Cycle 6-Unit Trng-Crowd Control (May 6)	5/6/2014	5/6/2014	Not Applicable	8.00					
Edit	Delete	2014 Law Enforcement Select Fire Instructor School (Apr 28-May 2)	4/28/2014	5/2/2014	Not Applicable	44.00					
Edit	Delete	2014 In-Service Training Program, Patrol Officers Only	3/20/2014	3/20/2014	Not Applicable	8.00					
		2014 SWAT-Cycle 3-Entry Team Trng			Not						



Edit	Delete	(Mar 4)	3/4/2014	3/4/2014	Applicable	10.00					
Edit	Delete	2014 SWAT-Cycle 2-Entry Team Trng (Feb 4)	2/4/2014	2/4/2014	Not Applicable	8.00					
Edit	Delete	2014 CPR/Heartsaver Training Program	1/30/2014	1/30/2014	PASS	2.00					
Edit	Delete	2014 Handgun Qualification and Gas Mask Fit Testing, multiple dates	1/29/2014	1/29/2014	PASS	1.00					
Edit	Delete	2014 SWAT-Cycle 1-Entry Team Trng (Jan 7)	1/7/2014	1/7/2014	Not Applicable	10.00					**Inst
Edit	Delete	2013 Fall Defensive Tactics 1 hour (var Sep-Dec)	12/31/2013	12/31/2013	Not Applicable	1.00					**Exact date of training unknown
Edit	Delete	2013 Annual Taser Re-Certification, v.19	12/17/2013	12/17/2013	PASS	4.00					
Edit	Delete	2013 SWAT-Cycle 13-Unit Mandatory Trng-PT Test (Dec 11)	12/11/2013	12/11/2013	Not Applicable	8.00					
Edit	Delete	2013 SWAT-Cycle 13-Entry Team Trng (Dec 3)	12/3/2013	12/3/2013	Not Applicable	2.00					
Edit	Delete	2013 CIT Five Day Training Program, November 18-22, 2013	11/22/2013	11/22/2013	Not Assigned	8.00					
Edit	Delete	2013 CIT Five Day Training Program, November 18-22, 2013	11/21/2013	11/21/2013	Not Assigned	8.00					
Edit	Delete	2013 CIT Five Day Training Program, November 18-22, 2013	11/20/2013	11/20/2013	Not Assigned	8.00					
Edit	Delete	2013 CIT Five Day Training Program, November 18-22, 2013	11/19/2013	11/19/2013	Not Assigned	8.00					
Edit	Delete	2013 SWAT-Cycle 13-Unit Mandatory Trng - Inventory Inspection & Warrants (Nov 19)	11/19/2013	11/19/2013	Not Applicable	7.00					
Edit	Delete	2013 CIT Five Day Training Program, November 18-22, 2013	11/18/2013	11/18/2013	Not Assigned	8.00					
Edit	Delete	2013 SWAT-Cycle 12-Entry Team Trng (Nov 12)	11/12/2013	11/12/2013	Not Applicable	10.00					
Edit	Delete	2013 SWAT-Mandatory Unit Annual Trng-Mock Op 100 (Sep 26)	9/26/2013	9/26/2013	Not Applicable	10.00					
Edit	Delete	2013 SWAT-Mandatory Unit Annual Trng-Bear Cat Driving Cert (Sep 25)	9/25/2013	9/25/2013	Not Applicable	2.00					

Edit	Delete	2013 SWAT-Mandatory Unit Annual Trng-Entry Team (Sep 25)	9/25/2013	9/25/2013	Not Applicable	10.00				
Edit	Delete	2013 SWAT-Mandatory Unit Annual Trng-M4 Rifle Course (Sep 24)	9/24/2013	9/24/2013	Not Applicable	10.00				
Edit	Delete	2013 SWAT-Mandatory Unit Annual Trng-Pistol Course (Sep 23)	9/23/2013	9/23/2013	Not Applicable	10.00				
Edit	Delete	2013 SWAT-Mandatory Unit Annual Trng-Unit Various (Sep 22)	9/22/2013	9/22/2013	Not Applicable	10.00				
Edit	Delete	2013 Counter Ambush/Shotgun Training	9/19/2013	9/19/2013	PASS	0.00				
Edit	Delete	2013 SWAT-Cycle 9-Entry Team Trng (Aug 20)	8/20/2013	8/20/2013	Not Applicable	6.00				
Edit	Delete	2013 SWAT-Cycle 9-Unit Trng (Sub-Machine Gun Quals) (Aug 13)	8/13/2013	8/13/2013	Not Applicable	10.00				
Edit	Delete	2013 SWAT-Cycle 8-Entry Team Trng (Jul 23)	7/23/2013	7/23/2013	Not Applicable	6.00				
Edit	Delete	2013 SWAT-Cycle 8-Unit Trng-Fitness Quals (Jul 02)	7/2/2013	7/2/2013	Not Applicable	10.00				
Edit	Delete	2013 SWAT-Cycle 7-Entry Team Trng (Jun 18)	6/18/2013	6/18/2013	Not Applicable	10.00				
Edit	Delete	2013 Handgun Skill Development Program	6/17/2013	6/17/2013	PASS	1.00				
Edit	Delete	2013 SWAT-Cycle 6-Entry Team Trng (May 28)	5/28/2013	5/28/2013	Not Applicable	10.00				
Edit	Delete	2013 SWAT-Cycle 5-Entry Team Trng Day 2-Entry Tactics (Apr 30)	4/30/2013	4/30/2013	Not Applicable	3.00				
Edit	Delete	2013 SWAT-Cycle 5-Entry Team Trng Day 2-Force on Force (Apr 30)	4/30/2013	4/30/2013	Not Applicable	4.00				
Edit	Delete	2013 SWAT-Cycle 5-Entry Team Trng Day 1-Handgun/Tactical Firearms Dvlpmt (Apr 29)	4/29/2013	4/29/2013	Not Applicable	2.00				
Edit	Delete	2013 SWAT-Cycle 5-Entry Team Trng Day 1-Slow Search in CS Environment (Apr 29)	4/29/2013	4/29/2013	Not Applicable	3.00				
Edit	Delete	2013 SWAT-Cycle 5-Unit Trng-Crowd Ctl/Sim Qual (Apr 18)	4/18/2013	4/18/2013	Not Applicable	8.00				
		2013 SWAT-Cycle 4-Entry Team Training			Not					



Edit	Delete	(Apr 2)	4/2/2013	4/2/2013	Applicable	7.00					
Edit	Delete	2013 SWAT-Cycle 3-Entry Team Training (Mar 5)	3/5/2013	3/5/2013	Not Applicable	6.00					
Edit	Delete	2013 In-Service Training Program 1/2 Day only	2/27/2013	2/27/2013	Not Applicable	4.00					*Active Shootor with S <sup>1</sup> on Jan 31, 20
Edit	Delete	2013 In-Service Training Program	2/26/2013	2/26/2013	Not Applicable	8.00					
Edit	Delete	2013 SWAT-Cycle 2-Entry Team Training (Feb 5)	2/5/2013	2/5/2013	Not Applicable	8.00					
Edit	Delete	2013 SWAT-Cycle 2-Unit Training-Active Shooter (Jan 31)	1/31/2013	1/31/2013	Not Applicable	8.00					
Edit	Delete	2013 SWAT-Cycle 1-Entry Team Training (Jan 8)	1/8/2013	1/8/2013	Not Applicable	9.00					
Edit	Delete	2013 January Handgun Qualification Course	1/7/2013	1/7/2013	PASS	1.00					
Edit	Delete	2012 SWAT-Cycle 13-Unit Trng-Mandatory Physical Fitness Testing (Dec 12)	12/12/2012	12/12/2012	Not Applicable	10.00					
Edit	Delete	2012 SWAT-Cycle 13-Entry Team Trng (Dec 11)	12/11/2012	12/11/2012	Not Applicable	10.00					
Edit	Delete	2012 Gas Mask Fit Testing	11/29/2012	11/29/2012	PASS	0.00					
Edit	Delete	2012 SWAT-Cycle 13-Unit Trng-Winter Weapons Quals (Nov 21)	11/21/2012	11/21/2012	Not Applicable	10.00					
Edit	Delete	2012 SWAT-Cycle 12-Entry Team Trng (Day 1 Nov 13)	11/13/2012	11/13/2012	Not Applicable	10.00					
Edit	Delete	2012 SWAT-Cycle 10-Unit Annual Trng-Bearcat (Sep 18-19)	9/19/2012	9/19/2012	Not Applicable	5.00					
Edit	Delete	2012 SWAT-Cycle 10-Unit Annual Trng-M4 Quals (Sep 18-19)	9/19/2012	9/19/2012	Not Applicable	4.00					
Edit	Delete	2012 SWAT-Cycle 10-Unit Annual Trng-QCB Dry Fire (Sep 18-19)	9/19/2012	9/19/2012	Not Applicable	4.00					
Edit	Delete	2012 SWAT-Cycle 10-Unit Annual Trng-QCB Live Fire (Sep 18-19)	9/19/2012	9/19/2012	Not Applicable	4.00					
Edit	Delete	2012 SWAT-Cycle 10-Unit Annual Trng-Bearcat (Sep 18-19)	9/18/2012	9/18/2012	Not Applicable	5.00					
Edit	Delete	2012 SWAT-Cycle 10-Unit Annual Trng-QCB Live Fire (Sep 18-19)	9/18/2012	9/18/2012	Not Applicable	4.00					
		2012 SWAT-Cycle									



Edit	Delete	10-Unit Annual Trng-Flash Sound Distraction Device Refresher (Sep 17)	9/17/2012	9/17/2012	Not Applicable	1.00				
Edit	Delete	2012 SWAT-Cycle 10-Unit Annual Trng-MP5 Subgun Lowlight Quals (Sep 17)	9/17/2012	9/17/2012	Not Applicable	4.00				
Edit	Delete	2012 Shotgun Training Program	9/4/2012	9/4/2012	PASS	2.00				
Edit	Delete	2012 Peer Support Training (July 16)	7/16/2012	7/16/2012	Not Applicable	7.00				
Edit	Delete	2012 SWAT-Cycle 7-Entry Team Trng (Jun 5)	6/5/2012	6/5/2012	Not Applicable	6.00				
Edit	Delete	2012 SWAT-Cycle 6-Unit Trng-Weapons Quals (May 30)	5/30/2012	5/30/2012	Not Applicable	8.00				
Edit	Delete	2012 SWAT-Cycle 6-Entry Team Trng (May 29)	5/29/2012	5/29/2012	Not Applicable	6.00				
Edit	Delete	2012 Peer Support Training (May 21-23)	5/21/2012	5/23/2012	Not Applicable	24.00				
Edit	Delete	2012 In-Service Training	5/8/2012	5/8/2012	Not Applicable	8.00				
Edit	Delete	2012 SWAT-Cycle 5-Entry Team Trng (May 2)	5/2/2012	5/2/2012	Not Applicable	8.00				
Edit	Delete	2012 CPR, Heartsaver, Tactical Combat	4/24/2012	4/24/2012	Not Applicable	3.00				
Edit	Delete	2012 SWAT-Cycle 5-Unit Trng-Crowd Control (Apr 24)	4/24/2012	4/24/2012	Not Applicable	8.00				
Edit	Delete	2012 Search Warrant Training Program	3/7/2012	3/7/2012	Not Applicable	1.00				
Edit	Delete	2012 SWAT-Cycle 3-Entry Team Trng (Mar 6)	3/6/2012	3/6/2012	Not Applicable	8.00				
Edit	Delete	2012 SWAT-Cycle 2-Entry Team Trng (Feb 7)	2/7/2012	2/7/2012	Not Applicable	5.00				
Edit	Delete	2012 (DT) Ground Fighting Program	1/30/2012	1/30/2012	Not Applicable	3.00				
Edit	Delete	2012 SWAT-Cycle 2-Unit Trng-Mock Op (Jan 17)	1/17/2012	1/17/2012	Not Applicable	8.00				
Edit	Delete	2012 January Handgun Qualification	1/11/2012	1/11/2012	PASS	1.00				
Edit	Delete	2011 FEMA IS-00200.b ICS for Single Resources and Initial Action Incidents	12/5/2011	12/5/2011	PASS	3.00				
Edit	Delete	2011 FEMA IS-00700.a NIMS-An Introduction	12/5/2011	12/5/2011	PASS	3.00				
		2011 FEMA IS-00800.b National Response Framework-An								

Edit	Delete	Introduction	12/5/2011	12/5/2011	PASS	3.00					
Edit	Delete	2011 SWAT-CYCLE 12-ENTRY TEAM TRNG (NOV 15)	11/15/2011	11/15/2011	Not Applicable	8.00					
Edit	Delete	2011 SWAT-CYCLE 12-UNIT TRNG- WEAPONS QUALS (NOV 8)	11/8/2011	11/8/2011	Not Applicable	8.00					
Edit	Delete	2011 Fall In-Service Video Trng for SOC Classroom portion (4-hour)	11/1/2011	11/1/2011	Not Applicable	4.00					
Edit	Delete	2011 SWAT-CYCLE 12-UNIT TRNG- BREACHING - OCT 25	10/25/2011	10/25/2011	Not Applicable	8.00					
Edit	Delete	2011 Fall DT (POST) Certification	10/10/2011	10/10/2011	Not Applicable	2.00					
Edit	Delete	2011 SWAT-CYCLE 10 ENTRY TEAM TRNG SEP 20	9/20/2011	9/20/2011	Not Applicable	8.00					
Edit	Delete	2011 SWAT-CYCLE 10-ANNUAL TRNG- MOCK OP (SEP 15)	9/15/2011	9/15/2011	Not Applicable	8.00					
Edit	Delete	2011 SWAT-CYCLE 10-ANNUAL TRNG- VARIOUS SWAT (SEP 13-14)	9/13/2011	9/14/2011	Not Applicable	16.00					
Edit	Delete	2011 SWAT-CYCLE 10-ANNUAL TRNG- TEAM TRNGS/M4 NIGHT QUALS (SEP 12)	9/12/2011	9/12/2011	Not Applicable	10.00					
Edit	Delete	2011 SWAT-CYCLE 9-ENTRY TEAM TRNG-AUG 22	8/22/2011	8/22/2011	Not Applicable	8.00					
Edit	Delete	2011 Fitness Assessment	6/30/2011	6/30/2011	Not Applicable	2.00					
Edit	Delete	2011 SWAT-CYCLE 6-UNIT TRNG (WEAPONS QUALS)- JUN 1	6/1/2011	6/1/2011	Not Applicable	9.00					M4=P
Edit	Delete	2011 SWAT-CYCLE 5-UNIT TRAINING (CROWD CONTROL) APR 26	4/26/2011	4/26/2011	Not Applicable	8.00					
Edit	Delete	2011 SWAT-CYCLE 5-ENTRY TEAM TRNG - APR 19	4/19/2011	4/19/2011	Not Applicable	6.00					
Edit	Delete	2011 SWAT-CYCLE 5-SUBGUN OPERATOR COURSE - APR 17-18	4/17/2011	4/18/2011	PASS	20.00					
Edit	Delete	2011 SWAT-CYCLE 4-ENTRY TEAM TRNG - APR 5	4/5/2011	4/5/2011	Not Applicable	10.00					
Edit	Delete	2011 Spring In- Service	3/16/2011	3/16/2011	Not Applicable	8.00					
Edit	Delete	2011 SWAT-CYCLE 3-ENTRY TEAM TRNG-MAR 8	3/8/2011	3/8/2011	Not Applicable	10.00					
Edit	Delete	2011 SWAT-CYCLE 2-ENTRY TEAM TRAINING - FEB 8	2/8/2011	2/8/2011	Not Applicable	10.00					
		2011 LEOKA (Law									



Edit	Delete	Enforcement Officers Killed in Action) Feb 2	2/2/2011	2/2/2011	Not Applicable	8.00					
Edit	Delete	2011 Initial Law Enforcement Response to Suicide Bombing Attacks (var Jan-Feb)	1/26/2011	1/26/2011	Not Applicable	8.00					
Edit	Delete	2011 SWAT-CYCLE 1-ENTRY TEAM TRAINING - JAN 11	1/11/2011	1/11/2011	Not Applicable	10.00					
Edit	Delete	2011 FEMA IS-00100.a Intro to Incident Command System - (2010 Fall In-Service Classroom course only)	1/7/2011	1/7/2011	PASS	0.00					
Edit	Delete	2011 SWAT-CYCLE 1-UNIT TRNG-MOCK OP - JAN 4	1/4/2011	1/4/2011	Not Applicable	8.00					
Edit	Delete	2010 SWAT CYCLE 13 ENTRY TEAM TRAINING	12/13/2010	12/13/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 12 ENTRY TEAM TRAINING	11/16/2010	11/16/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 12 UNIT TRAINING-WEAPONS QUALS (11/09/2010)	11/9/2010	11/9/2010	Not Applicable	9.00					
Edit	Delete	2010 Fall In-Service (DT/Legal) All Ranks	11/1/2010	11/1/2010	PASS	8.00					
Edit	Delete	2010 SWAT CYCLE 11 ENTRY TEAM TRAINING 10-19-2010	10/19/2010	10/19/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 11 UNIT ANNUAL TRAINING - MOCK OPERATION (SEPT)	9/30/2010	9/30/2010	Not Applicable	8.00					
Edit	Delete	2010 SWAT CYCLE 11 UNIT ANNUAL TRAINING - CAT/VIP PROTECTION (SEPT)	9/28/2010	9/29/2010	Not Applicable	4.00					
Edit	Delete	2010 SWAT CYCLE 11 UNIT ANNUAL TRAINING - FIELD SEARCHING (SEPT)	9/28/2010	9/29/2010	Not Applicable	4.00					
Edit	Delete	2010 SWAT CYCLE 11 UNIT ANNUAL TRAINING - SHOOT HOUSE (SEPT)	9/28/2010	9/29/2010	Not Applicable	4.00					
Edit	Delete	2010 SWAT CYCLE 11 UNIT ANNUAL TRAINING - WARRANT SERVICE (SEPT)	9/28/2010	9/29/2010	Not Applicable	4.00					
Edit	Delete	2010 SWAT CYCLE 11 UNIT ANNUAL TRAINING - ENTRY (SEPT)	9/27/2010	9/27/2010	Not Applicable	7.00					
Edit	Delete	2010 SWAT CYCLE 11 UNIT ANNUAL TRAINING - QCB/NIGHT QUALS (SEPT)	9/27/2010	9/27/2010	Not Applicable	3.00					



Edit	Delete	2010 Shotgun Training/Quals	9/23/2010	9/23/2010	PASS	3.00					
Edit	Delete	2010 SWAT CYCLE 9 ENTRY TEAM TRAINING 08-24-2010	8/24/2010	8/24/2010	Not Applicable	8.00					
Edit	Delete	2010 SWAT CYCLE 9 UNIT TRAINING (OPERATION BACKPACK) 08-11-2010	8/11/2010	8/11/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 7 BASIC SWAT SCHOOL-INSTRUCTORS-MPD & NON-MPD 07/07 to 07/11 20-Hour	7/8/2010	7/9/2010	Not Applicable	20.00					
Edit	Delete	2010 SWAT CYCLE 7 ENTRY TEAM TRAINING 06-29-2010	6/29/2010	6/29/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 6 UNIT TRAINING (WEAPONS QUALS) 05-25-2010	5/25/2010	5/25/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 6 BASIC SWAT SCHOOL (INSTRUCTORS) MAY, 2010 2 DAYS	5/11/2010	5/12/2010	Not Applicable	0.00					
Edit	Delete	2010 Spring Emergency Response/Pursuit Driving: Last Names A-G	4/22/2010	4/22/2010	PASS	8.00					
Edit	Delete	2010 SWAT CYCLE 5 UNIT TRAINING (CROWD CONTROL OPS) 04-21-2010	4/21/2010	4/21/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 4 ENTRY TEAM TRAINING (04-07-2010)	4/7/2010	4/7/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 3 ENTRY TEAM TRAINING (03/09/2010)	3/9/2010	3/9/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 3 MOCK-OP UNIT TRAINING 03/03/2010	3/3/2010	3/3/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 2 ENTRY TEAM TRAINING (02-09-2010)	2/9/2010	2/9/2010	Not Applicable	10.00					
Edit	Delete	2010 SWAT CYCLE 2 UNIT TRAINING (MOC OP) (01-30-2010)	1/30/2010	1/30/2010	Not Applicable	10.00					
Edit	Delete	2010 January Handgun Qualifications	1/13/2010	1/13/2010	PASS	1.00					
Edit	Delete	2010 SWAT CYCLE 1 TACTICAL INSTRUCTOR COURSE	1/5/2010	1/7/2010	PASS	30.00					
		2009 SWAT CYCLE									

Edit	Delete	12 MP5/SUBGUN and M4 QUAL (11-10-09)	11/10/2009	11/10/2009	Not Applicable	10.00					
Edit	Delete	2009 CPR Recertification Course	10/22/2009	10/22/2009	PASS	2.00					
Edit	Delete	2009 FALL DEFENSIVE TACTICS IN-SERVICE	10/21/2009	10/21/2009	PASS	1.00					
Edit	Delete	2009 Fall In-Service Training: Legal Updates, EIS System, CIT	9/23/2009	9/23/2009	PASS	6.00					
Edit	Delete	2009 SWAT MOCK OPERATION	9/17/2009	9/17/2009	Not Applicable	10.00					
Edit	Delete	2009 SWAT CYCLE 10 SUBGUN NIGHT SHOOT/QUAL	9/15/2009	9/15/2009	Not Applicable	4.00					
Edit	Delete	2009 SWAT URBAN COUNTER ATTACK	9/15/2009	9/15/2009	Not Applicable	10.00					
Edit	Delete	2009 SWAT CYCLE 10 ALTERNATIVE FORCE/TRAUMA AID	9/14/2009	9/14/2009	Not Applicable	4.00					
Edit	Delete	2009 Annual Fall Shotgun Training	8/24/2009	8/24/2009	PASS	3.00					
Edit	Delete	2009 SWAT CYCLE 9 LOGISTICS TRAINING (8-11-09)	8/11/2009	8/11/2009	Not Applicable	10.00					
Edit	Delete	2009 SWAT CYCLE 8 ENTRY TEAM TRAINING (7-28-09)	7/28/2009	7/28/2009	Not Applicable	10.00					
Edit	Delete	2009 SWAT CYCLE 8 TACTICAL TEAM (7-21-09)	7/21/2009	7/21/2009	Not Applicable	10.00					
Edit	Delete	2009 SWAT CYCLE 8 VEHICLE ASSAULTS/TUBULAR ASSAULTS (7-14-09)	7/14/2009	7/14/2009	Not Applicable	10.00					
Edit	Delete	2009 SWAT CYCLE 7 ENTRY TEAM TRAINING (6-30-09)	6/30/2009	6/30/2009	Not Applicable	10.00					
Edit	Delete	2009 SWAT CYCLE 7 GAS/LOGS TEAM TRAINING (June 16th 2009)	6/16/2009	6/16/2009	Not Applicable	10.00					
Edit	Delete	2009 SWAT CYCLE 6 LOGISTICS (5-19-09)	5/19/2009	5/19/2009	Not Applicable	7.00					
Edit	Delete	2009 SWAT CYCLE 5 ENTRY TEAM TRAINING	5/6/2009	5/6/2009	Not Applicable	10.00					
Edit	Delete	2009 ATV OPERATION TRAINING (May 4 & 6 2009)	5/4/2009	5/4/2009	Not Applicable	4.00					
Edit	Delete	2009 FTO TRAINING CLASS (4-22-09)	4/22/2009	4/22/2009	Not Applicable	8.00					
Edit	Delete	2009 In-Service Training - Session 1	3/19/2009	3/19/2009	PASS	8.00					
Edit	Delete	2009 In-Service Training - Session 1	3/18/2009	3/18/2009	PASS	8.00					
		2009 SWAT CYCLE 3 GAS/LOGISTICS			Not						



Edit	Delete	TRAINING (2-23-09)	2/23/2009	2/23/2009	Applicable	10.00							
Edit	Delete	2009 SWAT ENTRY TEAM TRAINING CYCLE 2 (2-9-09)	2/9/2009	2/9/2009	Not Applicable	10.00							
Edit	Delete	2009 SWAT LOGISTICS TRAINING CYCLE 2 (1-27-09)	1/27/2009	1/27/2009	Not Applicable	10.00							
Edit	Delete	2009 January Handgun Qualification	1/12/2009	1/12/2009	PASS	1.00							
Edit	Delete	2008 SWAT COMBAT MEDICAL & REPELLING (12-3-08)	12/3/2008	12/3/2008	Not Applicable	0.00							
Edit	Delete	2008 SWAT Logs Cycle 12 (Nov 3rd 2008)	11/3/2008	11/3/2008	Not Applicable	10.00							
Edit	Delete	2008 SWAT CYCLE 11 - GAS (Oct 7, 2008)	10/7/2008	10/7/2008	Not Applicable	10.00							
Edit	Delete	2008 SWAT 223 QUAL-RIPLEY (9-30-08)	9/30/2008	9/30/2008	PASS	2.00							
Edit	Delete	2008 SWAT SUB-GUN QUAL-RIPLEY (9-30-08)	9/30/2008	9/30/2008	PASS	2.00							
Edit	Delete	2008 SWAT WEAPONS PROFICIENCY-RIPLEY (9-30-08)	9/30/2008	9/30/2008	PASS	2.00							
Edit	Delete	2008 Annual Fall Shotgun Qualification / Training	9/24/2008	9/24/2008	PASS	3.00							
Edit	Delete	2008 SWAT M4 OPERATORS COURSE (8-4-08 TO 8-7-08)	8/4/2008	8/7/2008	Not Applicable	35.00							
Edit	Delete	2008 Handgun Qualification	1/17/2008	1/17/2008	PASS	1.00							
Edit	Delete	2007 Defensive Tactics Session 2	11/1/2007	11/1/2007	PASS	2.00							
Edit	Delete	2007 IPMBA Bike Patrol Course	10/12/2007	10/12/2007	Not Assigned	10.00							
Edit	Delete	2007 IPMBA Bike Patrol Course	10/11/2007	10/11/2007	Not Assigned	10.00							
Edit	Delete	2007 IPMBA Bike Patrol Course	10/10/2007	10/10/2007	Not Assigned	10.00							
Edit	Delete	2007 IPMBA Bike Patrol Course	10/9/2007	10/9/2007	Not Assigned	10.00							
Edit	Delete	2007 Shotgun/2nd handgun qualification	8/28/2007	8/28/2007	PASS	4.00							
Edit	Delete	2007 In-Service Spring	3/27/2007	3/27/2007	Not Applicable	8.00							
Edit	Delete	2007 Defensive Tactics Session 1	3/14/2007	3/14/2007	PASS	2.00							
Edit	Delete	2007 1st Range Qualification/MPD Range	2/15/2007	2/15/2007	PASS	1.00							
Edit	Delete	2006 Emotional Survival- Dr. Gilmartin - 4 hours	9/28/2006	9/28/2006	Not Applicable	4.00							

Edit	Delete	2006 Shotgun Qualification	9/21/2006	9/21/2006	PASS	4.00					
Edit	Delete	2006 Academy 4/16-7/1	4/16/2006	7/1/2006	PASS	48.00					



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**Minneapolis**  
City of Lakes

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Minneapolis, MN 55415  
TEL 612.673.3559  
[www.minneapolismn.gov](http://www.minneapolismn.gov)

June 5, 2019

Troy Carlson  
Sergeant  
Pct 4 **13.43**

Dear Troy:

Years of Service Star Award - 2019

The Minneapolis Police Department congratulates you on your 15 years of service to the City of Minneapolis. Enclosed is your Service Star Coin, designed by the City's Employees Recognition Program Team.

The City of Minneapolis started an Employee Recognition Program in 2014 as a result of the Employee's Survey – and the program includes years of service.

Thanks for all your great work over the years, and of course, the years to come!



Medaria Arradondo  
Chief of Police

We will place a copy of this acknowledgement in your personnel file.

FILED BY K K FOR 2 7 2019



Police Department – Medaria Arradondo, Chief of Police  
350 S. Fifth St. - Room 130  
Minneapolis, MN 55415  
TEL 612.673.3559  
[www.minneapolismn.gov](http://www.minneapolismn.gov)

February 14, 2019

Troy Carlson  
Sergeant  
Pct 4 **13.43**

Dear Troy:

Years of Service Star Award - 2018

The Minneapolis Police Department congratulates you on your 15 years of service to the City of Minneapolis. Enclosed is your Service Star Coin, designed by the City's Employees Recognition Program Team.

The City of Minneapolis started an Employee Recognition Program in 2014 as a result of the Employee's Survey – and the program includes years of service.

Thanks for all your great work over the years, and of course, the years to come!

A handwritten signature in black ink that reads "Medaria Arradondo".

Medaria Arradondo  
Chief of Police

We will place a copy of this acknowledgement in your personnel file.

**From:** Arradondo, Medaria  
**Sent:** Monday, October 02, 2017 11:31 AM  
**To:** McGinty, Sean; Sheldon, Richard; Infante, Adrian; Carlson, Troy A.; Aschoff, Heather; Boelk, Michael; Detert, Zane C.; Garman, Brianna; Johnson, Grant; Karnik, Vicki; Laux, Steven; Mays, Michael B.; McDonough, Conor M.; McKenna, Daryl R.; Merrill, Jennifer; Misgen, Daniel M.; Osuji, Joseph L; Skowronek, Jacob S.; Soucy, Michael; Tidgwell, Kenneth E; Crayton, Donnell; Miller, Ryan  
**Cc:** Rainville, Mary-R and D  
**Subject:** Honor Guard Thank you Letter - Wayzata Fallen Officer  
**Attachments:** OfficerMathews-HonorGuard.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Morning –

I wanted to pass forward the attached letter from the David Lee Funeral Home regarding your presence and professional during the funeral service for Officer Matthews of the Wayzata Police Department. It was a highly emotional event and I want to personally thank you for your work as part of the MPD Honor Guard. I watch with pride and humble gratitude for all that you do in these situations.

You demonstrate the highest standards that the Minneapolis Police Department strive to emulate across our organization. The residents of the City of Minneapolis, as well as me, thank you.

\*A copy of the attached letter will be placed in your permanent file.

My best  
Rondo

**Medaria Arradondo**  
 Chief  
 Minneapolis Police Department  
 350 South 5<sup>th</sup> Street-130 I Minneapolis, MN 55415  
 Ph: 612.673.3550 I Fax: 612.673.2613





David Lee Funeral Home  
& Cremation Services

www.davidleefuneralhome.com  
1220 East Wayzata Boulevard, Wayzata, Minnesota 55391  
952-473-5577 ■ FAX 952-475-0870  
info@davidleefuneralhome.com

September 18, 2017

Minneapolis Police Department  
350 South Fifth Street, Room 130  
Minneapolis, MN 55415

Dear Chief Arradondo and Department,

The solidarity of honor, respect, and mourning among law enforcement for Officer Mathews was clear. His funeral was an emotional time for many, particularly for his family, the Wayzata PD, and the entire Wayzata community. Many of you did not know him, but you all knew intuitively his commitment to his community, his oath to protect, and his willingness to place himself at risk.

On behalf of the entire staff at David Lee Funeral Home, we want to thank each officer that stood guard at the funeral home. Thank you for being here to honor and protect his body from the time he came to us and right up to his final rest. You displayed a strong commitment to Bill and his family by never leaving him and treating him as your brother to the end. This was pretty remarkable and inspiring for all of us to witness your dedication to a fallen officer, we have never seen anything like it before.

Our very best to you,

The Staff at David Lee Funeral Home  
Wayzata, Minnesota

3-5-16



RECEIVED MAR 14 2016

HR

Chief Harteau  
Minneapolis Police Department  
350 South 5<sup>th</sup> Street Room 130  
Minneapolis, MN 55415-1389

Dear Chief Harteau,

I feel compelled to write this letter in recognition of **Officer Troy A. Carlson** of the 4<sup>th</sup> precinct. I was the Administrator (now retired 6-30-15), of River Bend Education Center for twelve years. Officer Carlson worked at River Bend for close to 6 years as a contract officer. River Bend serves K-8 students with severe emotional and behavioral disabilities.

I had many opportunities to observe Officer Carlson interact with aggressive and out of control students as well as some very escalated parents. Troy always demonstrated a calm demeanor and was very positive under some very tense circumstances. Officer Carlson worked one to two days every week during those six years and always maintained a professional attitude in actions and words.

I had many MPD and Minneapolis Park officers work at River Bend during my twelve years as the Administrator. There were a few officers who were not as professional as Officer Carlson and I did not retain their services, when it became apparent they were not well suited to working with our students and parents.

I cannot speak highly enough about this officer who represents the MPD very well, sometimes under some challenging circumstances. I submitted a compliment on the MPD website and heard nothing back and I am not sure that anyone is monitoring the site. I want you to know what an outstanding representative Officer Carlson is for the MPD. He conveys trustworthiness, honesty and conducts himself in a professional manner at all times.

In these challenging times for the MPD I wanted to recognize this officer and I would request that this letter be placed in his permanent personnel file.

Sincerely,

*Chris Pagel*

Chris Pagel

Retired River Bend Education Center Administrator

OFF CARLSON,  
Nice work!  
Thank you!  
Chief J. Meilant





Filed By CM  
Date 7-15-15

**Police Department**

Janeé L. Harteau  
Chief of Police

350 South 5th Street - Room 130  
Minneapolis MN 55415-1389

612 673-2735  
TTY 612 673-2157

**MINNEAPOLIS POLICE DEPARTMENT  
AWARDS COMMITTEE**

**Deputy Chief Travis Glampe, Chair  
Commander Bruce Folkens, Co-Chair  
Lt. Melissa Chiodo Lt. Chris Hudok**

**Sgt. Richard Doll (Park PD) Sgt. Jesse Garcia Sgt. Darcy Klund Sgt. Joel Pucely Sgt. Kurt Radke  
Officer Gretchen Bloss Officer Marshall Collier Officer Scott Creighton Officer Patrick Windus  
Renee Allen (Civilian)**

**FROM: Minneapolis Police Department Awards Committee  
RE: Recommendation for Departmental Awards**

The MPD Awards Committee met on April 29, 2015 and reviewed the attached recommendation for an award. It is our findings that this recommendation for the award of:

- |  |  |
|--|--|
| <input type="checkbox"/> Medal of Honor                    | <input type="checkbox"/> Medal of Valor              |
| <input type="checkbox"/> Medal of Commendation             | <input type="checkbox"/> Department Award of Merit   |
| <input checked="" type="checkbox"/> Life Saving Award      | <input type="checkbox"/> Distinguished Service Award |
| <input type="checkbox"/> Excellence in Investigation Award |  |

Y Does  Does not meet the criteria as delineated in the Department Manual.

The Committee recommends that the Award of LIFESAVING be given to the listed nominee:  
Officer Troy Carlson

Respectfully submitted: Deputy Chief Travis Glampe, MPD Awards Committee Chair.



**\*\* This Award will be presented to you at the next award's ceremony. A copy has been sent to Personnel for your file.**





# RECOMMENDATION FOR AWARD

NAME OF EMPLOYEE RECOMMENDED FOR AWARD: <b>Officer Troy Carlson</b>	EMPLOYEE NUMBER: <b>0998</b>	ASSIGNMENT: <b>4<sup>th</sup> Precinct</b> <span style="background-color: black; color: white; padding: 2px;">13.43 - Personnel Data</span>
RECOMMENDED BY: <b>Sgt. Bill Peterson</b>	DATE RECOMMENDED: <b>01/21/2015</b>	CASE CONTROL NUMBER: <b>15-015072</b>

TYPE OF AWARD RECOMMENDED (NOTE: CRITERIA FOR AWARDS PRINTED ON REVERSE SIDE)	
<input type="checkbox"/> Medal of Honor	<input type="checkbox"/> Department Award of Merit
<input type="checkbox"/> Medal of Valor	<input type="checkbox"/> Distinguished Service Award
<input checked="" type="checkbox"/> Lifesaving Award	<input type="checkbox"/> Chief's Award of Merit
<input type="checkbox"/> Medal of Commendation	<input type="checkbox"/> Unit Citation Award
<input type="checkbox"/> Excellence in Investigation Award	<input type="checkbox"/>

## COMMENTS (DESCRIBE INCIDENT, GIVE DETAILS, ETC. - ATTACH DOCUMENTATION IF NECESSARY)

### TYPE COMMENTS HERE:

On 01-15-2015 at approximately 1757 hours Squad 410 (Officers Haugland and Carlson) were dispatched to 713 Russell Ave. North (Lower Unit) on the report of a Damage to Property In Progress. Upon arrival, they met with the caller (Joan Locklear D.O.B. 08-16-1966) who claimed that her Personal Care Attendant (PCA) had broken into her house and had assaulted her. Locklear stated that her PCA was most likely still in the area so Officers Haugland and Carlson went out to their squad car to run an NCIC check on her. While both officers were still seated in their squad car in front of 713 Russell Ave. North they were approached by Locklear who stated that alarms were now going off inside her residence.

At this point Officers Haugland and Carlson went back into her residence with her to investigate why the alarms were sounding. Upon entering the lower unit both officers could smell smoke. Officer Haugland stated that as he made his way toward the rear of the residence the entire room was filling up with smoke. Although both officers reported that they couldn't actually see any flames at this point they quickly called for MPF Fire to respond to the scene. Both Officer Haugland and Carlson stated that they could hear smoke alarms going off in the basement. As the residence continued to fill with smoke they quickly escorted Locklear out of the lower unit. While doing so they attempted to ascertain whether or not anyone else was left in the building.

Both officers quickly cleared the lower unit to make certain nobody else was inside all while it continued to fill with smoke. I heard them air that the lower unit was clear but that there was too much smoke to make it into the basement. After Officers Haugland and Carlson cleared the lower unit, Officer Haugland ran around to the rear of the residence while Officer Carlson made his way to the door that led to the upper unit of this duplex. Officer Carlson began knocking at the door to the upper unit and an adult female (Brandi Denise Bowen D.O.B. 09-28-1981) answered the door. Officer Carlson quickly alerted her to the fact that there was a fire in the building and told her that she had to get out. Officer Carlson asked Bowen if there was anyone else in the upstairs unit with her and quickly discovered that she had two children (Cornelius Brajion Salonis D.O.B. 02-16-2002 & Daveyonna Brajiona Bowen D.O.B. 09-28-2000) and a dog inside. By this time the upper unit and stairway leading to were also filled with smoke. Officers Carlson and Haugland managed to remove Bowen, her two children and their dog prior to MPD Fire arriving on scene.

After hearing the initial radio transmissions from Officers Haugland and Carlson alerting that the building was on fire I responded to the scene. I arrived on scene just prior to MPD Fire and observed that the entire 700 block of Russell Ave. was filled with smoke from the fire. Smoke was billowing out of 713/715 Russell Ave. and I could see the glow of flames now coming from it. As fire arrived on scene Officers Haugland and Carlson alerted them to the fact that the fire appeared to be in the basement and that they had not been able to clear the basement. MPD Fire managed to extinguish the fire and thankfully found no one else inside.

The actions and quick thinking displayed by both Officers Haugland and Carlson are commendable. Their actions and obvious self-sacrifice of entering and clearing this building while it was on fire ultimately saved numerous lives. While on scene, I personally spoke with Brandi Bowen after the fire had been extinguished. During our conversation, she told me that she and her children were eating supper at the time of this incident and that one of them told her that they could smell smoke. Bowen stated that she dismissed their report and told them that it was probably something else. She and her children would have remained inside the upper unit had Officers Haugland and Carlson not evacuated them to safety. The entire family could have perished from smoke inhalation or the fire that began to engulf the basement. I believe their lives were in immediate danger and that the actions taken by Officers Haugland and Carlson saved their lives. For this reason, Officer Carlson deserves the department's Life Saving Award.

Respectfully submitted,

Sergeant Bill Peterson #5561

4<sup>th</sup> Precinct **13.43**

COMMANDING OFFICER: <i>Inspector M. J. Felts</i>	DATE: <i>3-9-15</i>	REMARKS: <i>unSelfish and brave act</i>
MPD AWARDS COMMITTEE (ROOM 110 CITY HALL): <i>Paul J. Dunge</i>	DATE: <i>4/29/15</i>	REMARKS:
COMMANDER PERSONNEL AFFAIRS: <i>Paul J. Dunge</i>	DATE:	EXISTING COMPLAINTS: <input type="checkbox"/> YES <input type="checkbox"/> NO
BUREAU HEAD: <i>M. J. Felts</i>	DATE: <i>6-3-15</i>	REMARKS:
CHIEF OF POLICE:	DATE:	REMARKS:
AWARD NUMBER: <i>15-15</i>	RECOMMENDATION: <i>Lifesaving</i>	DATE: <i>4/29/15</i>
DATE AWARD PRESENTED:	PRESENTED BY:	DATE PLACED IN PERSONNEL FILE: PLACED IN PERSONNEL FILE BY:

**CRITERIA FOR AWARDS**

## 13.43 - Personnel Data



[www.minneapolismn.gov](http://www.minneapolismn.gov)  
Affirmative Action Employer



13.43

13.43

13.43 - Personnel Data

13.43 - Personnel Data

13.43 - Personnel Data





Filed By CM  
Date 7/12/12

**Police Department**  
Timothy J. Dolan  
Chief of Police

# MINNEAPOLIS POLICE DEPARTMENT AWARDS COMMITTEE

350 South 5th Street -- Room 130  
Minneapolis MN 55415-1389  
Office 612 673-2735  
TTY 612 673-2157

**Deputy Chief Scott Gerlicher, Chair**  
**Inspector Matt Clark, Co-Chair**  
**Lt. David Hayhoe Lt. William Whisney**

**Sgt. Sean McGinty Sgt. Joseph Michal Sgt. Calvin Noble (Park PD) Sgt. Mark Sletta Sgt. Jeff York**  
**Officer Bryon Cross Officer Bruce Johnson Officer Alice White Tracy MacDougail (Civilian)**

**FROM: Minneapolis Police Department Awards Committee**

**RE: Recommendation for Departmental Awards**

The MPD Awards Committee met on January 24, 2012 and reviewed the attached recommendation for an award. It is our findings that this recommendation for the award of:

- |  |  |
|--|--|
| <input type="checkbox"/> Medal of Honor  | <input type="checkbox"/> Medal of Valor              |
| <input checked="" type="checkbox"/> Medal of Commendation  | <input type="checkbox"/> Department Award of Merit   |
| <input type="checkbox"/> Life Saving Award   | <input type="checkbox"/> Distinguished Service Award |
| <input checked="" type="checkbox"/> Does <input type="checkbox"/> Does not meet the criteria as delineated in the Department Manual. |  |

The Committee recommends that the Award of Commendation be given to the listed nominee: Officer Troy Carlson.

Respectfully submitted: Deputy Chief Scott Gerlicher, MPD Awards Committee Chair.




**\*\* This Award was sent to your Commander for presentation. A copy has been sent to Personnel for your file.**

www.ci.minneapolis.mn.us  
Affirmative Action Employer

MPD Award Number: 11-159



# RECOMMENDATION FOR AWARD

NAME OF EMPLOYEE RECOMMENDED FOR AWARD:	EMPLOYEE NUMBER:	ASSIGNMENT:
Kaspszak, Mark <i>Officer</i>	3642	 13.43 - Personnel Data 4 <sup>th</sup> Precinct <span style="background-color: black; color: white;">13.43</span>
Stender, Andrew <i>Sergeant</i>	6791	
Durand, Mark <i>Officer</i>	1627	
Carlson, Troy <i>Officer</i>	0998	
Kelly, Shawn <i>Officer</i>	3689	
Rowe, Nicholas <i>Officer</i>	6179	
Metcalf, Joshua <i>Officer</i>	4753	
Stanton, Peter <i>Officer</i>	6762	
Bittell, Andy <i>Officer</i>	0569	
Freeman, Gregory <i>Sergeant</i>	2105	
Weber, Rodney <i>Officer</i>	7612	
RECOMMENDED BY:	DATE RECOMMENDED:	CASE CONTROL NUMBER:
Lt. Michael Fossum	12/23/2011	11-363,428

TYPE OF AWARD RECOMMENDED (NOTE: CRITERIA FOR AWARDS PRINTED ON REVERSE SIDE)	
<input type="checkbox"/> Medal of Honor	<input checked="" type="checkbox"/> Medal of Commendation
<input type="checkbox"/> Department Award of Merit	<input type="checkbox"/> Unit Citation Award
<input type="checkbox"/> Medal of Valor	<input type="checkbox"/> Chief's Award of Merit
<input type="checkbox"/> Lifesaving Award	<input type="checkbox"/> Distinguished Service Award

**COMMENTS (DESCRIBE INCIDENT, GIVE DETAILS, ETC. ATTACH DOCUMENTATION IF NECESSARY)**

TYPE COMMENTS HERE:

On 12/5/11, Derrell John Pruitt was the subject of a surveillance and planned search warrant and take-down. MPD Robbery Unit Investigators had developed information that Pruitt was responsible for at least ten armed robberies involving a sawed-off shotgun in Minneapolis and three other cities. Pruitt was also known to use a handgun in at least two of the business robberies. Pruitt was located at 3510 Thomas Av. N. and a surveillance was began by VOTF. Information from an informant revealed that Pruitt was in possession of the loaded shotgun and was planning on committing a robbery as soon as he left the house.

Sgt. Stender was contacted for assistance in assembling an entry team for the residential search warrant and to use the same team as a take-down team. The plan called for Pruitt to be arrested during a traffic stop and for the residential warrant to be immediately executed after the arrest.

Sgt. Stender was instrumental in formulating the planned take-down by having SWAT officers in marked squads, along with Officer Bittell and his K-9 following close-by in case Pruitt decided to flee on foot. Officer Rod Weber would block traffic in front of the traffic stop in order to prevent a high-speed pursuit. Another unmarked unit would be in the alley immediately east of the planned traffic stop. Officer Kaspszak would deliver a flash-bang device if Pruitt fled from the vehicle.

Surveillance officers observed Pruitt leave the address of 3510 Thomas Av. N., and get into a vehicle driven by the informant. It was confirmed by the informant that Pruitt was in possession of a loaded shotgun and that he was going to have the informant drive him to an unknown location so that he commit an armed robbery. All SWAT, VOTF and Robbery investigators knew that Pruitt was armed with at lease a sawed-off shotgun.



The signal for the traffic stop was given once the informant's vehicle was several blocks from 3510 Thomas Av. IN the 3800-block of Thomas Av. N., Officer Kaspszak and Officer Kelly were in the marked squad immediately behind the suspect and informant. When they activated their emergency lights, the informant's vehicle pulled over near 39<sup>th</sup> Thomas Av. N. Officer Weber blocked traffic in front of the informant's vehicle. Officer Kelly approached the passenger side of the vehicle and saw Pruitt quickly exit. Officer Kelly grabbed Pruitt's jacket, knowing that he was armed. Pruitt resisted by spinning out of his jacket and dropped the loaded shotgun onto the street. Pruitt then ran EB through the yards. Officer Kaspszak, as planned, delivered the flash-bang, which alerted the officers in the alley.

Sgt. Freeman was stationed in the alley immediately east of the traffic stop. When he heard the flash-bang detonated, he took up a position which was directly in the flight path of Pruitt. Pruitt ran directly towards Sgt. Freeman and reached in the front of his pants for what officers believed to be a handgun. At that point, only Officer Kelly knew that the shotgun had already been dropped.

Pruitt was being followed by Sgt. Stender and officers Rowe, Carlson, Durand, Metcalf, Weber, Stanton and Officer Bittell and his K-9. The officers knew that Pruitt was armed with a deadly weapon, but continued their pursuit with no cover or concealment.

Sgt. Stender further ordered his officers not to fire at Pruitt because he knew that two officers in the alley would be in a cross-fire situation. The pursuit was continued knowing that they were chasing an armed and violent suspect and knowing that they couldn't fire for fear of striking other officers.

As Pruitt crossed the alley, he was fired upon and wounded. Pruitt, however, continued to flee EB across the alley, through the yards and in the 3800-block of Sheridan Av. North. The SWAT officers continued to pursue Pruitt and eventually pursued him back across Sheridan Av. and into the alley behind 3830 Thomas Av. N. Pruitt was transported to HCMC for his injuries.

The officers being recommended for this award exemplified courage, restraint and professionalism during this high-stress and dangerous incident.

It was a combined team effort which resulted in a desperate and extremely dangerous armed robbery suspect being taken off the streets. Pruitt's shotgun was found to be loaded with a 12-gauge slug, which would have certainly caused an extremely grievous injury of a fatal gunshot wound if anyone had been struck. During the last robbery, Pruitt used the shotgun to not only threaten the clerk, but he was assaulted with the shotgun as well.

The case against Pruitt was referred to the U.S. Attorney's Office for prosecution under the Hobb's Act and for possession of a short-barreled shotgun. Pruitt is looking at a possible 250 years in a federal prison for his actions.

COMMANDING OFFICER: <i>Michael Jones</i>	DATE: 12/27/11	REMARKS:
MPD AWARDS COMMITTEE (ROOM 130 CITY HALL): <i>DC [Signature]</i>	DATE: 1/24/12	REMARKS:
COMMANDER OF INTERNAL AFFAIRS: <i>[Signature]</i>	DATE:	EXISTING COMPLAINTS: <input type="checkbox"/> YES <input type="checkbox"/> NO
BUREAU HEAD:	DATE:	REMARKS:
CHIEF OF POLICE:	DATE:	REMARKS:
AWARD NUMBER: 11-159	RECOMMENDATION: Medal of Commendation	DATE: 1/24/12
DATE AWARD PRESENTED:	PRESENTED BY:	DATE PLACED IN PERSONNEL FILE: PLACED IN PERSONNEL FILE BY:





Filed By	✓
Date	3/8/11

January of 2010

## 13.43 - Personnel Data

Month

January 2010 Officer of the

Officer of the Month for the month of January, 2010 shall be awarded to **Officer Troy Carlson #0998**. Officer Carlson is a consistent and reliable performer who consistently contributes to the overall shift efforts.

For the month of January in the year 2010 and into February Officer Carlson was responsible for the apprehension of Felony suspects ranging in crimes from PC Auto Theft to wanted persons with active Felony Warrants. In addition, Officer Carlson made 19 proactive Misdemeanor arrest while on patrol. It goes without saying these efforts were assisted by Officer Carlson's squad partners and they should be recognized as well.

Therefore, because of Officer Carlson's consistent dependability, dedication, and overall performance in the [REDACTED]

## 13.43 - Personnel Data

*Sgt. Bill Peterson*

Sgt. Bill Peterson

13.43 - Personnel Data

## 13.43 - Personnel Data

13.43 - Personnel Data



13.43 - Personnel Data

## 2008 MPD Unit Citation – SOD Patrol/Warrant Service

### 2008 SOD Unit Citation

The experiment to make SWAT full-time, with the patrol functions carried out by SOD Patrol has proven successful department wide, accomplishing the mission of assisting all Precincts and Units of the MPD in addressing patterns of violent crimes, as well as carrying out high risk warrants and SWAT operations. SWAT changed significantly in 2008. SWAT and SOD Patrol were committed to working as a cohesive unit. Supervisors sought out exceptional department members to perform both patrol and SWAT functions.

In 2008 SOD Patrol, Warrant Service and SWAT exceeded performance expectations. Each unit excelled in providing outstanding service to the city of Minneapolis while balancing the need to train for tactical and crowd management situations. The following is a summary of some of 2008's events and production:

- In 2008, roughly 58 members of SWAT-Tactical (SOD-Patrol, Warrant Service and SWAT), conducted 12,278 calls for service and warrants, made 5083 arrests, conducted 5156 traffic stops and 3255 suspicious person stops, recovered 167 guns, and made 150 narcotic arrests. This was all in addition to training other members of the Department for the RNC, providing service during the RNC, and handling multiple protest details, Critical Mass, dignitary details, Precinct-specific directed patrols, and multiple Operation 50s and 100s.
- SOD Patrol, SWAT and Warrant Service were given the task of increasing patrol effectiveness in high crime areas. SOD Patrol had a net gain of 6 Officers throughout the course of the year. This investment of personnel was returned with a **131% increase in arrests**. SOD officers not only more than doubled their arrest numbers, but they also **increased call for service by 61%**. In total, SOD officers made **7,215 proactive contacts in 2008**. The vast majority of these contacts were in high crime areas. These are exceptional numbers considering SOD Patrol missed two months of patrol time due to RNC training and events.
- The Republican National Convention (RNC) was a busy time for SWAT. SWAT personnel participated in **170 hours of training** for the RNC. During the event, SWAT officers assisted as Chemical Agent Response Teams (CART). SWAT personnel acted with courage and professionalism as they conducted **12 days of CART operations**.
- The High Risk Warrant Team executed **256 warrants** this year. Narcotics were recovered in 150 of these warrants. A total of **119 firearms** were also recovered for an increase of 31% from 2007. Additionally, 596 arrests were made as a result of executing these high risk warrants.

Considering this year's highlights, I would respectfully recommend SOD Patrol, Warrant Service and SWAT (tactical) for the **2008 Unit Citation Award**.





13.43 - Personnel Data

## 13.43 - Personnel Data