

Meeker County Sheriff's Office Report of 2013



Sheriff Jeff Norlin

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Preface

This 2013 year-end report from my office will be my last as I will retire as the 27th Sheriff of Meeker County in early January of 2015 after nearly 33 years in Law Enforcement. I have viewed my position not only as a problem solver but as a communicator between my office and the citizens we serve, county staff, county commissioners, city councils, residential and business communities, agriculture community, educators, religious community, all other law enforcement professionals, and social groups which contributes to the vitality of the county. Successfully handling the everyday duties of Sheriff are political considerations, community expectations, personnel needs, operations, planning and budgeting which all lead to leaving this office in a better position to address the growing demands and expectations that this office faces now and in the future. Last year was the first year that I can remember that this office has ever produced a comprehensive annual report for the public. These reports are a testament to all the dedicated hard working men and women that make up this office. It's my hope that you find this 2013 report even more informative than last year's report. It is my hope that my successor continues on and produces an annual report of this office. My goal was to leave this office in better shape than I received it and we have accomplished that. I hope this thinking also continues with my successor. We have held to our mission statement. I am proud to have served as your Sheriff.

Respectfully,



Sheriff Jeff Norlin

320-693-5400

jeff.norlin@co.meeker.mn.us



Mission Statement

The mission of the Meeker County Sheriff's Office is to protect and preserve life and property. We aim to accomplish this through:

High quality services

- Offered in a timely manner
- Provided at all times, especially in times of crisis or emergencies
- Through community collaboration
- For interagency collaboration
- Provided in the form of public safety education programs

Quality personnel

- Providing effective leadership
- Hiring skilled employees
- Displaying professionalism and integrity
- Offering compassion and respect
- Engaging in responsive interaction

Modern innovations

- For contingency planning and preparing
- Through use of grant funding
- Using cost effective technology and personnel
- Allowing for creative problem solving
- Engaging in community policing and partnerships that maintain a fiduciary duty to the community

**Meeker County Sheriff's Office Licensed Personnel
as of December 31, 2013**



**Sheriff Jeff Norlin,
28 years of service with the
Meeker County Sheriff's Office.**



**Chief Deputy Brad
Lindgren, 14 years of
service with the Meeker
County Sheriff's Office.**



**Captain Jon Thoma,
11 years of service with
the Meeker County
Sheriff's Office.**



**Sergeant Joel Engler,
7 years of service with
the Meeker County
Sheriff's Office.**



Investigator John Wayne,
12 years of service



Deputy Reggie Sandstrom,
10 years of service, Titan



PT Deputy Peter Sook,
10 years of service



Investigator Jason Danielson,
10 years of service



Deputy Sara Miller,
8 years of service



Deputy Taylor Fenrich,
8 years of service



Deputy Bill Hudson,
7 years of service



PT Deputy Todd Sandin,
7 years of service



Investigator Dan Lang,
7 years of service



PT Deputy/Medical Director
Jeff Ho, 7 years of service



Deputy Jon Agre,
6 years of service



PT Deputy Marlena Holtz,
5 years of service



Deputy Josh Case,
4 years of service



Deputy Tom Dale,
4 years of service



Deputy Travis Sebring,
4 years of service



Deputy Shane Johnson,
4 years of service



PT Deputy Marc Berris,
4 years of service



Deputy Brian Bondhus,
3 years of service



PT Deputy Ernie Defries,
2 years of service



PT Deputy Paul Nystrom,
3 months of service

Deputies:

Total Meeker County Years of Service: 210
Average years of service per person: 8
New personnel in 2013: 3
Resignations in 2013: 1

Not pictured:

Deputy Brian Cruze,
19 years of service
Deputy Don Schmidt,
8 years of service

Chaplain



Chaplain Jeffrey Garland,
6 years of volunteer service



Corrections

Total Meeker County Years of Service: 179

Average per person Years of Service: 8.52

New personnel in 2013: 4

Retirements in 2013: 2

Resignations in 2013: 3



Name	Title	Years of Service
Mike Hirman	Jail Administrator-4 Sheriff-22	26
Sue Carlson	Corrections Sergeant	16
Joshua Berg	Corrections Corporal-7 Interim Jail Administrator	7
Pete Riehle	Jail Programmer	27
Kevin Angier	Corrections Officer, Reserves	14
Neil Buboltz	Corrections Officer-14 Deputy-9	14
Colleen Lehrer	Corrections Officer	16
Kathy Mausehund	Corrections Officer	13
Wayne Lee	Corrections Officer	8
Shanna Krebsbach	Jail Programmer	7
Tom Dale	PT Corrections Officer	4
Carrie Behrends	Corrections Officer	3
Zachary Schwartz	PT Corrections Officer	1
Chris Adams	PT Corrections Officer	1
Carolyn Fiecke	PT Corrections Officer	10
Aaron Derichs	PT Corrections Officer	7
Marlena Holtz	PT Corrections Officer	5
Elsa Jacobo	PT Corrections Officer	New employee
Ryan Schutz	PT Corrections Officer	New employee
Sam Swisher	PT Corrections Officer	New employee
Jenny Thorson	PT Corrections Officer	New employee
Totals	21	179

Corrections



*Corporal
Chris Adams*



Aaron Derichs



Carolyn Fiecke

*Back row: Jail Administrator Joshua Berg.
Middle row (L to R): Jenny Thorson, Jail Programmer Shanna Krebsbach, Elsa Jacobo, Neil Buboltz, Zachary Schwartz, Colleen Lehrer.
Front row (L to R): Carrie Behrends, Sam Swisher, Ryan Schutz, Kevin Angier, Kathy Mausehund, Sergeant Sue Carlson, Wayne Lee.*

Emergency Management

Total Meeker County Years of Service: 36
Average per person Years of Service: 18

New personnel in 2013: 0
Resignations in 2013: 0

Name	Title	Years of Service
Sheriff Jeff Norlin	Director	28
Karla Hyberger	Assistant	8
Total	2	36

Communications

Total Meeker County Years of Service: 117

New personnel in 2013: 0

Average per person Years of Service: 9

Resignations in 2013: 0

Name	Title	Years of Service
Suzi Holtz	Dispatcher	12
Cindy Kelsey	Dispatcher	12
Paul Larson	Dispatcher	12
Robin LaLonde	Dispatcher	7
Rich Christianson	Dispatcher	6
Erin Welch	Dispatcher	4
Scott Steuck	Dispatcher	1
Lisa Sellen	PT Dispatcher	7
Marlene Schrum	PT Dispatcher – 7, FT Dispatcher – 30 Transport Officer/Jury Attendant - 7	37
Sara Miller	PT Dispatcher	8
Randy Celander	Communications Specialist	4
Michael Knisley	PT Radio Technician	3
Chad Beavers	PT Radio Technician	4
Totals	13	117



*Chad
Beavers*

*Back row: (L to R) Scott Steuck, Paul Larson, Rich Christianson.
Middle row: (L to R) Cindy Kelsey, Sara Miller, Suzi Holtz, Erin Welch, Marlene Schrum. Front row: (L to R) Michael Knisley, Lisa Sellen, Robin LaLonde, Randy Celander.*

Bailiff/Transport Officer/Jury Attendant

Total Meeker County Years of Service: 124
 Average per person Years of Service: 15.5

New personnel in 2013: 0
 Resignations in 2013: 0

Name	Title	Years of Service
Bill Barington	Bailiff	11
Chuck Schrum	Bailiff	9
Dave VanNurden	Transport Officer/Jury Attendant	16
Ken Fenner	Transport Officer/Jury Attendant	10
Jack Ulrich	Transport Officer/Jury Attendant	9
Mary Nagel	Transport Officer/Jury Attendant-7 Dispatcher-20	27
Marlene Schrum	Transport Officer/Jury Attendant – 7 Dispatcher – 30	37
Judy Jones	Transport Officer/Jury Attendant	5
Totals	8	124



L to R: Judy Jones, Marlene Schrum, Jack Ulrich, Mary Nagel, Dave VanNurden.



Bill Barington



Ken Fenner



Chuck Schrum

Support Staff

Total Meeker County Years of Service: 100
 Average per person Years of Service: 10

New personnel in 2013: 2
 Resignations in 2013: 2

Name	Title	Years of Service
Jeanne Sellen	Administrative Assistant	18
Julie Fey	Records Clerk	23
Cathy Peters	Secretary/Records Clerk	13
Amanda Anglin	Secretary/Bookkeeper	6
Kara Cleveland	Secretary/Bookkeeper	New employee
Karla Hyberger	Secretary/Emergency Management	8
Mandi Pollock	Jail Secretary	1
Kristi Holthaus	Jail Secretary	New employee
Michelle Fischer	PT Secretary – 5 County Attorney Legal Assistant – 27	27
Rita Hennen	PT Secretary	4
Totals	10	100



Kara Cleveland



Rita Hennen

*Back row: (L to R) Administrative Assistant Jeanne Sellen, Cathy Peters, Michelle Fischer, Kristi Holthaus.
 Front Row: (L to R) Karla Hyberger, Julie Fey.*

Mounted Posse

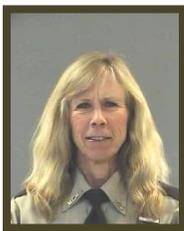
Total Meeker County Years of Service: 86
 Average per person Years of Service: 7.8

New personnel in 2013: 1
 Resignations in 2013: 1

Name	Years of Service	2013 Posse Hours
Kathy Hokkala	18	Volunteer: 847 Paid Special Detail & Events: 0 Total: 847
Susan Barrick	18	
Dave Martin	16	
Vicki Doyle	8	
Roxanne Lux	7	
James Rose	7	
Marie Williamson	4	
Jennifer Thorson	4	
Gary Larson	2	
Dana Leibfried	2	
Wanda Olk	New employee	
11	86	



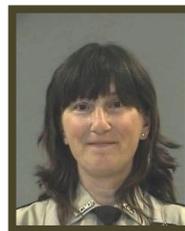
*Back Row: (L to R)
 Wanda Olk,
 Vicki Doyle,
 Kathy Hokkala,
 Marie Williamson.
 Front Row: (L to R)
 Gary Larson,
 Jenny Thorson,
 Dave Martin.*



Sue Barrick



Dana Liebfried



Roxanne Lux



Jim Rose

Reserves

Total Meeker County Years of Service: 27
 Average per person Years of Service: 3

New personnel in 2013: 3
 Resignations in 2013: 1

Name	Years of Service	2013 Reserve Hours
Peter Sook	10	Volunteer: 563 Paid Special Detail & Events: 80 Total: 643 
Dean Schmitz	8	
Brandon Kottke	4	
Zachary Schwartz	1	
Ryan Schutz	1	
Jason Scott	2	
Ernest Defries	2	
Candi Vought	New employee	
Jordan Reiner	New employee	
Dylan Reiner	New employee	
10	28	



Dylan Reiner



Jordan Reiner



Peter Sook

*Back Row: (L to R) Zachary Schwartz, Ryan Schutz, Dean Schmitz, Ernie Defries.
 Front Row: (L to R) Brandon Kottke, Candi Vought, Jason Scott.*

Community Service Officer-Paramedics

Total Years of Service in Medical Field: 135

New personnel in 2013: 7

Average per person Years of Service: 16.88

Resignations in 2013: 0

Name	Years of Service in the medical field	2013 CSO-P Hours
Dr. Jeffrey Ho, Director	29	Collectively, the CSO-P contributed over 500 hours in 2013. 
Michael Rogers, EMT-Paramedic	30	
Ross Chávez, EMT-Paramedic	12	
Kristopher Ehlert, EMT-Paramedic	15	
Wade Johnson, EMT-Paramedic	23	
Patrick Lorentz, EMT-Paramedic	5	
Alvin Sangma, Critical Care RN	7	
Dylan Stallings, EMT-Paramedic	14	
8	135	



(L to R) Wade Johnson, Michael Rogers, Ross Chávez, Deputy/ Medical Director Jeffrey Ho, Patrick Lorentz, Kristopher Elhert, Dylan Stallings, Alvin Sangma.

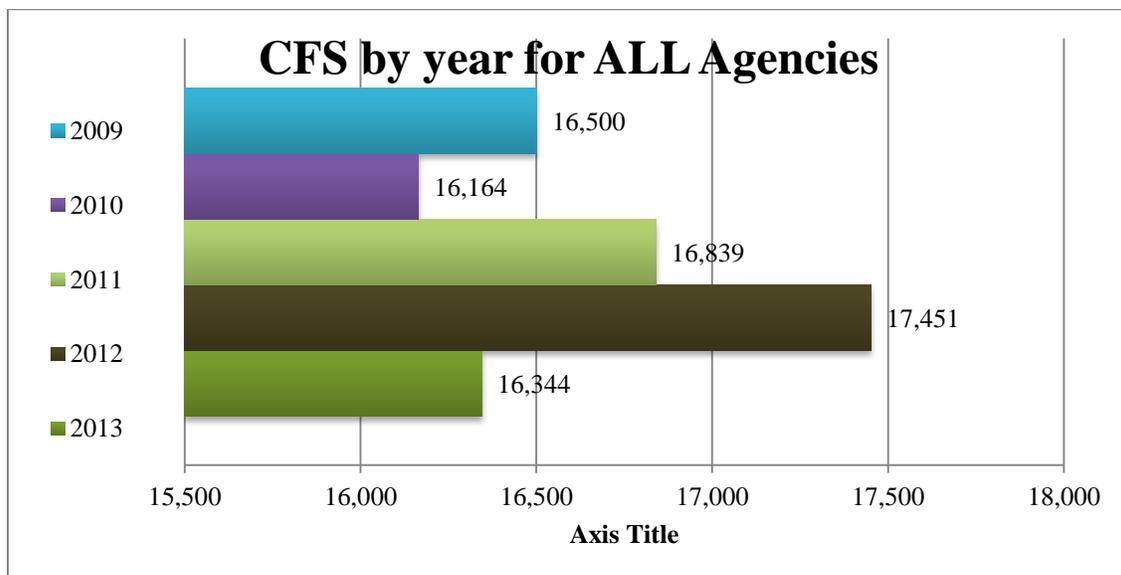
It should be noted that many employees on pages 3 to 14
 have additional years of service with other agencies.

Records Statistics for 2013

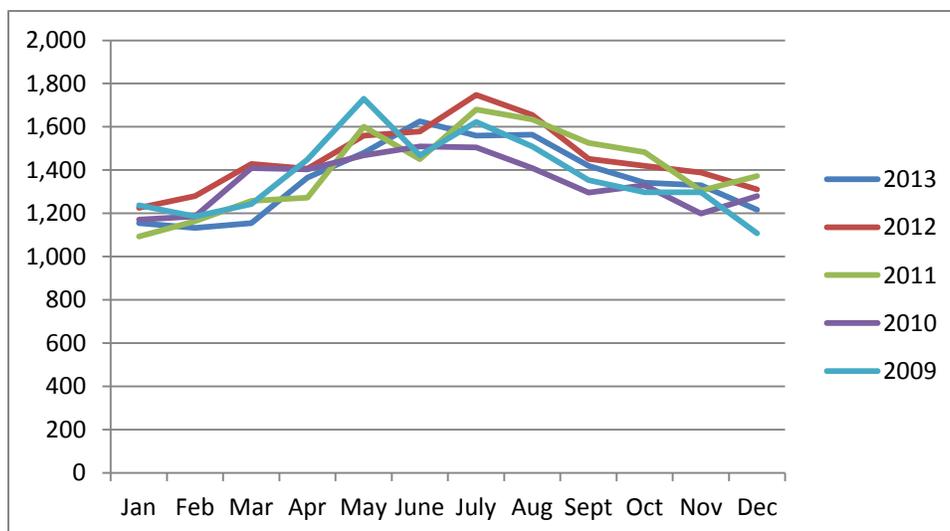
Calls for Service (CFS) ALL Agencies in Meeker County (including Fire Departments, Rescue, Ambulance, and law enforcement agencies within Meeker County).

Total CFS	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2013	1,155	1,132	1,155	1,365	1,480	1,626	1,560	1,563	1,419	1,342	1,330	1,217	16,344
2012	1,226	1,279	1,428	1,407	1,559	1,578	1,748	1,655	1,452	1,420	1,388	1,311	17,451
2011	1,093	1,164	1,257	1,273	1,601	1,450	1,680	1,635	1,526	1,483	1,304	1,373	16,839
2010	1,171	1,185	1,409	1,404	1,468	1,509	1,505	1,409	1,296	1,330	1,199	1,279	16,164
2009	1,237	1,185	1,243	1,449	1,730	1,468	1,623	1,509	1,353	1,298	1,297	1,108	16,500

CFS by Totals for All Agencies in Meeker County



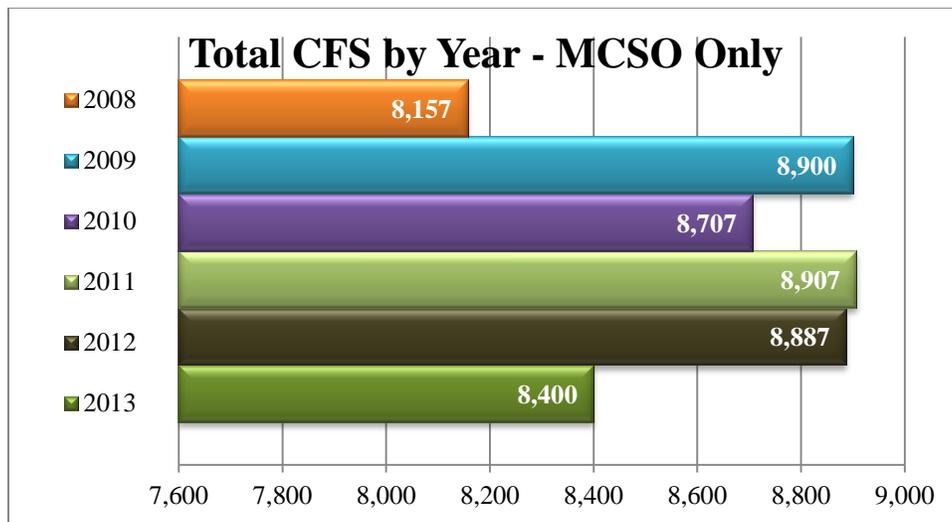
By month, comparing the last six years....



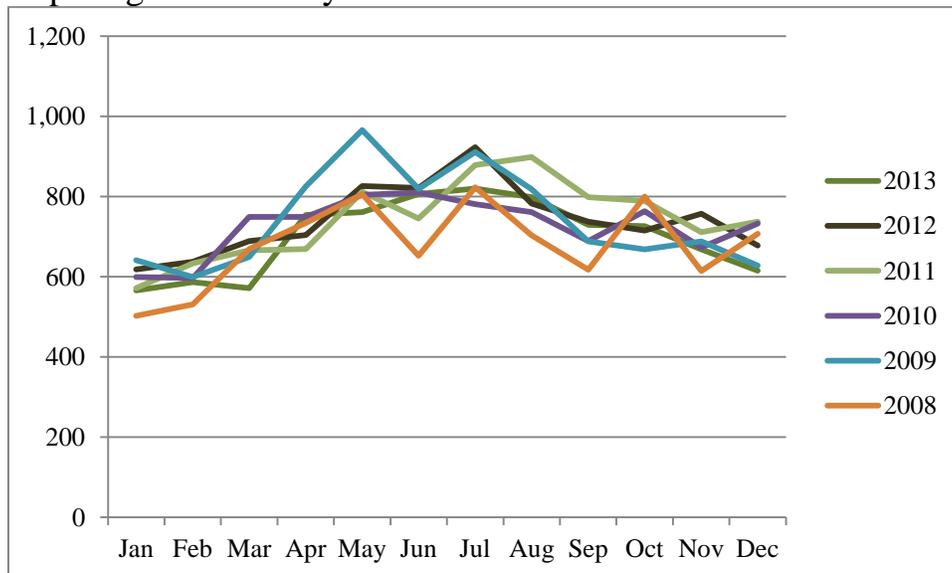
Calls for Service (CFS) Meeker County Sheriff's Office Only

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2013	566	586	571	754	761	806	820	798	729	726	668	615	8,400
2012	618	637	689	704	826	821	923	782	737	715	757	678	8,887
2011	571	633	666	669	812	745	878	898	798	789	711	737	8,907
2010	599	597	749	749	804	810	781	761	689	763	673	732	8,707
2009	641	599	649	825	966	819	911	818	688	668	688	628	8,900
2008	502	531	669	734	805	652	823	703	617	800	614	707	8,157

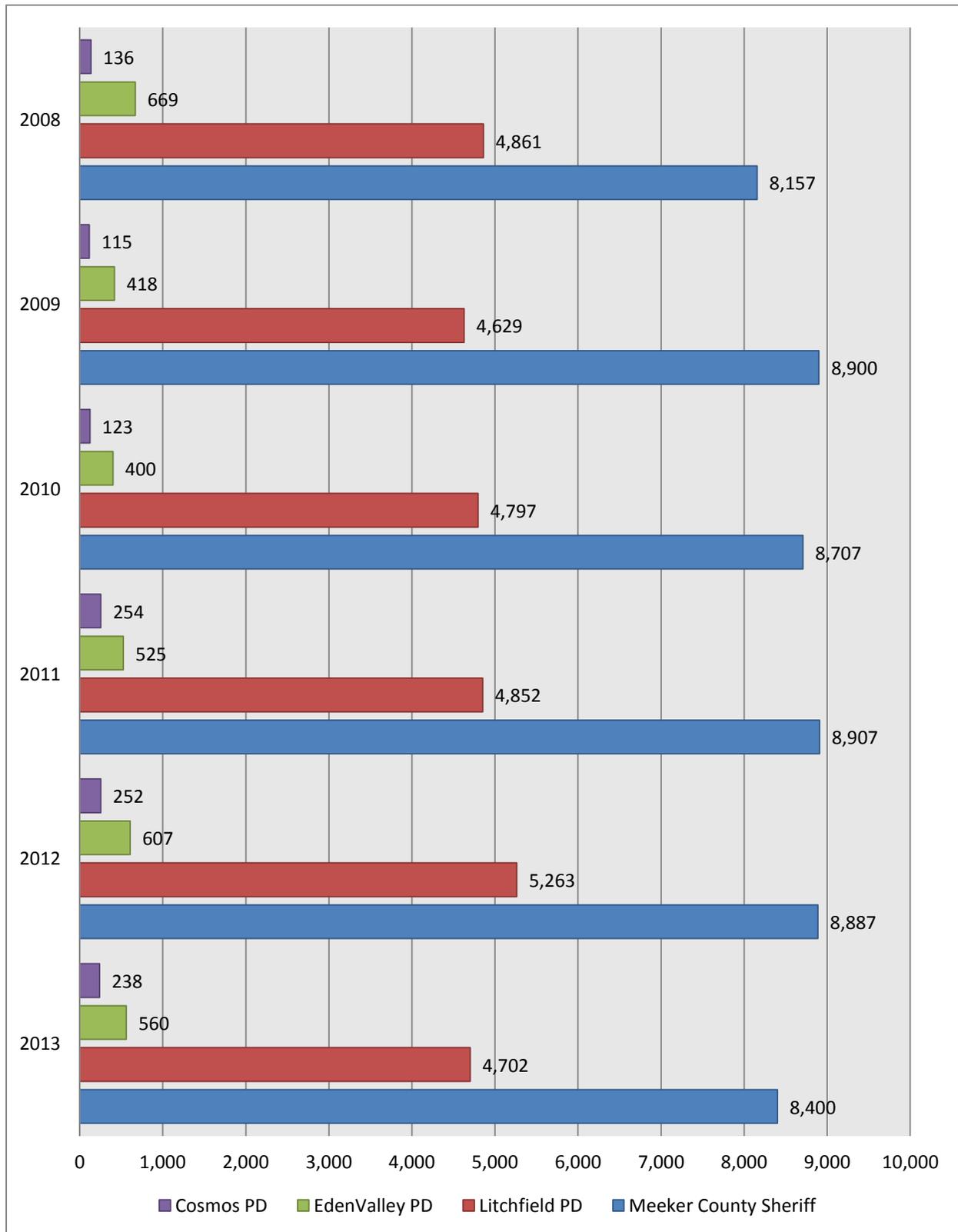
CFS Totals for Meeker County Sheriff's Office Only



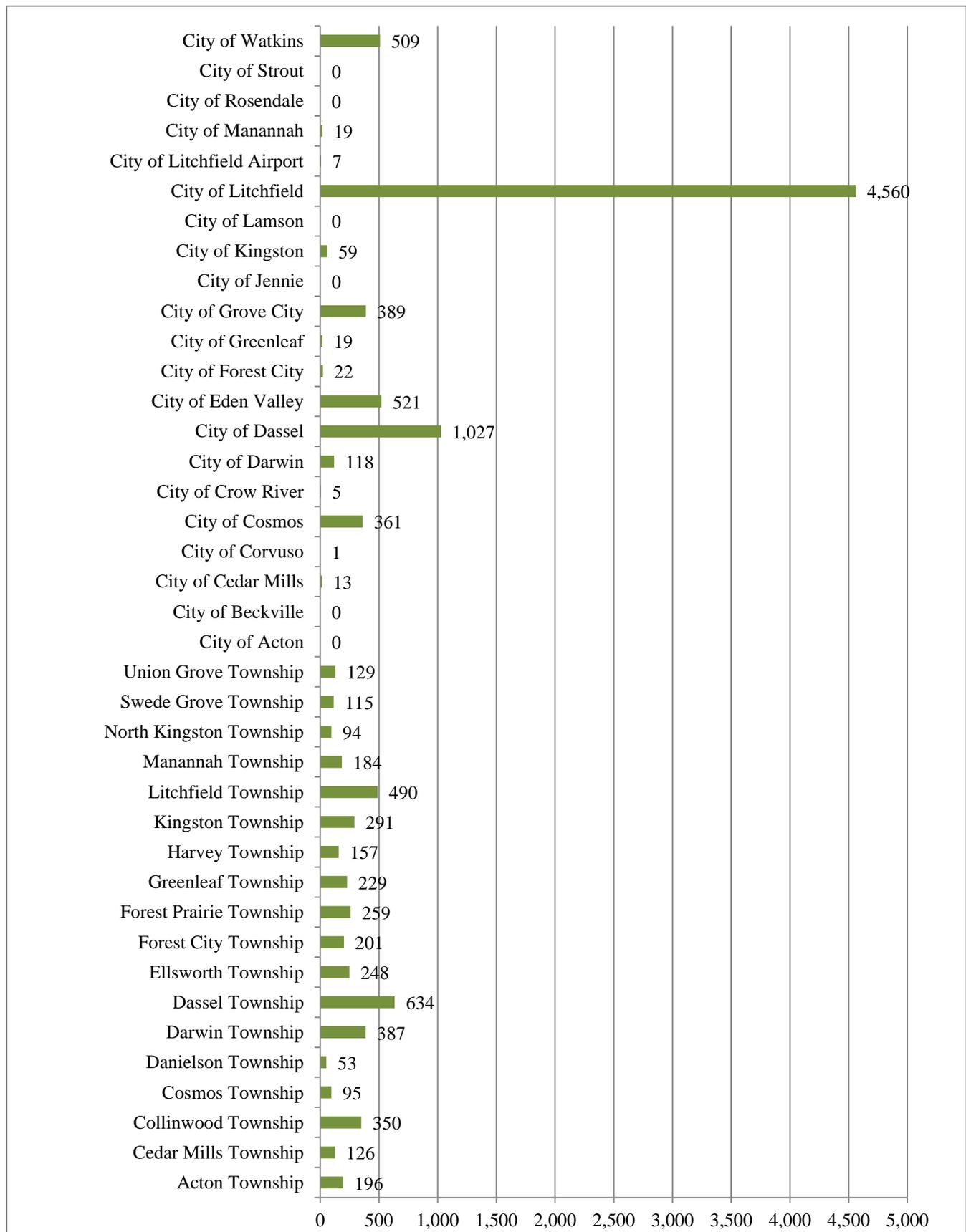
By month, comparing the last six years...



CFS Totals for All Law Enforcement Agencies in Meeker County



2013 CFS by Cities and Townships – All Agencies



Citations – MCSO only

2013 Statistics for Meeker County Sheriff's Office													
<i>Traffic Law Violations - Citations</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Totals</i>
Speed	5	7	9	16	15	20	11	14	21	14	21	5	158
Stop Sign/Semaphore Violation	0	1	1	0	1	0	0	0	1	2	2	0	8
Bus Stop Arm Violation	0	1	0	0	0	0	0	0	0	0	0	0	1
Seat Belt Violation	0	0	1	3	2	1	0	1	0	3	0	0	11
Reckless/Careless	1	0	2	1	0	0	1	2	0	1	0	2	10
Open Bottle Citations/Allow Open Bottle	0	0	0	0	0	0	0	0	0	0	0	0	0
Yield Right of Way	0	0	0	1	0	0	0	0	0	0	0	0	1
Traffic violation citations not included above	2	0	0	1	2	2	2	2	2	1	1	0	15
Parking Violations	16	12	9	0	0	0	0	0	1	0	0	27	65
Boat & Water/Snowmobile Citations	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Registration Violation Citations	2	0	1	1	0	0	1	1	2	4	1	0	13
Drive After Cancel/Revocation/Suspension	3	4	5	5	3	6	2	3	2	4	3	1	41
Driver's License violations	1	2	1	2	1	3	2	4	3	3	0	1	23
No Insurance/No Proof of Insurance	4	4	4	6	2	5	3	5	6	4	3	2	48
All other traffic violations	0	0	0	0	0	1	0	0	1	0	0	0	2
Totals	34	31	33	36	26	38	22	32	39	36	31	38	396

Citations – All Agencies

2013 Statistics for ALL Agencies in Meeker County													
<i>Traffic Law Violations - Citations</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Totals</i>
Speed	6	7	11	16	16	23	12	14	22	14	21	5	167
Stop Sign/Semaphore Violation	0	1	0	0	1	1	1	0	1	3	2	1	11
Bus Stop Arm Violation	0	1	0	0	0	0	0	0	1	0	0	0	2
Seat Belt Violation	0	0	1	3	2	1	0	1	0	3	0	0	11
Reckless/Careless	1	0	2	1	0	0	1	2	2	1	0	2	12
Open Bottle Citations/Allow Open Bottle	0	0	0	0	0	0	0	0	0	0	0	0	0
Yield Right of Way	0	2	3	2	0	0	0	0	2	0	0	0	9
Traffic violation citations not included above	3	0	1	1	4	3	2	2	3	3	2	2	26
Parking Violations	16	13	20	2	0	0	1	0	3	0	1	27	83
Boat & Water/Snowmobile Citations	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Registration Violation Citations	2	0	3	1	2	0	1	1	3	5	1	2	21
Drive After Cancellation/Revocation/Suspension	8	6	12	12	19	14	10	8	10	7	6	5	117
Driver's License violations	3	2	5	3	6	5	6	7	5	3	2	1	48
No Insurance/No Proof of Insurance	5	6	7	8	8	9	7	7	8	5	4	6	80
All other traffic violations	0	0	0	0	0	1	0	0	1	0	0	0	2
Totals	44	38	65	49	58	57	41	42	61	44	39	51	589

Activity Code Statistics – Sheriff’s Office Only

2013 Activity Code Statistics for Meeker County Sheriff's Office													
<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
911 Call Transfer	18	21	16	17	26	13	18	25	20	18	23	27	242
911 Hang Up	61	44	44	60	73	66	66	56	37	48	43	53	651
Abandoned/Stalled Vehicle	33	55	34	51	23	19	26	16	8	21	35	60	381
Abduction Attempt													0
Alarm	18	11	10	11	23	17	17	17	15	20	14	20	193
Animal Complaint - Dog	16	19	21	26	24	29	15	27	24	19	15	15	250
Animal Complaint - Other	6	5	12	20	20	40	18	17	15	13	11	9	186
Assault	3		1	6	2	3	3	3	1		1	3	26
Assist Other Agency	29	34	30	33	35	42	25	28	33	30	39	24	382
Assist Public	18	25	19	29	33	29	36	33	27	17	15	28	309
Bomb Threat													0
Burglary	2	6	2	4	1	5	2	5	4	3	8	3	45
Carbon Monoxide Alarm	1	1							1	1			4
Child Abuse/Maltreatment	11	6	6	6	14	10	6	3	11	14	7	4	98
Civil	6	7	4	11	11	16	29	17	11	16	12	8	148
Criminal Damage to Property	3	2	1	3	5	4	16	8	10	6	2	3	63
Custody	9	5	4	2	3	3	7	6	7	2	4	3	55
Dead Person (DOA)	3		1	1						1			6
Deer Possession Tag	5	3	2	4	1	1			2	4	11	9	42
Deliver Emergency Message	1	2	1					1		1			6
Disturbance			1	3	3	7	4	7	2	3	2	2	34
Domestic	6	7	7	4	6	7	11	8	5	3	8	7	79
Driving Complaint	22	20	19	39	26	53	56	57	38	37	42	28	437
Drowning													0

2013 Activity Code Statistics for Meeker County Sheriff's Office

<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Drug Take Back	2	2	2	2	6	4	2	4	4	7	1	3	39
Drugs/Paraphernalia			1				4		2		2	2	11
Embezzlement													0
Emergency Hospital Transport		3			1	2		4	4	2	5	1	22
Escort	1	1	1	1	1	1	1	1	1		5	2	16
Fight				1				1			1		3
Fire Call	7	2	4	11	19	4	10	10	8	12	10	6	103
Firework Complaint					1	2	6						9
Forgery							1	3	2	2			8
Fraud		1					1						2
Freedom to Breathe Violation													0
Gambling Offense		1											1
Game & Fish Violation								2					2
Graffiti			3		1	1	1	2		8	1	1	18
Harassment/Violate OFP/HRO	3	6	5	7	5	6	18	15	11	13	9	5	103
Hit & Run		1	2	3	2		5	1	5		2	1	22
Home Monitoring Check					1		1	1			1		4
Homicide													0
Illegal Dumping	4	4		6	3	4	3	1	4	7	1		37
Investigate Drunk Driver		1		1		2	1	3		2			10
Juvenile Party	2	1	4			1		1			1	2	12
Juvenile Trouble	1	3	4	3	7	3	4	3	7	5	1	3	44
Liquor Law Violation													0
Live Trap		1		2						1			4
Lost/Found	6		7	7	2	2	9	10	1	3	3	1	51

2013 Activity Code Statistics for Meeker County Sheriff's Office

<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Mailbox Damage	2	4	3	2	3	6	7	5		6	10	1	49
Medical	22	23	19	21	32	17	22	41	29	28	23	31	308
Mentally Ill Person	1											1	2
Minor Possession/Consumption						2		1			1		4
Missing Person	1	1			3	3		2	1	1	4		16
Noise Complaint		2	1		5	6	6	8	2	1	3		34
Off Hwy/Road Veh Accident No Injury													0
Off Hwy/Road Veh Accident with Injury					1	1		1					3
Off Hwy/Road Veh Complaint	1	2	2	3	1	2	5	3	2	2	1	1	25
Open Door	1	1		3				1			1	1	8
Order for Protection/Harass/Restrain	5	5	6	9	7	8	7	7	4	7	2	3	70
Ordinance Violation	20	16	13	1	4	22	5	7	6	5	9	40	148
Other	10	17	17	32	25	27	16	30	22	29	12	17	254
Parking Violation	2	1	1				1		1	2		1	9
Person Out of Control	1			1		3	1		1	1	1		9
Person Under Influence	1		1	1		1		1		1		1	7
Personal Injury Accident	2	4	3	6	7	7	7	6	3	3	3	5	56
POR Information		2	10	2						1		1	16
Prop Damage Accident with Animal			4	6	9	10	13	8	10	13	30	13	116
Property Damage Incident	23	23	17	9	5	7	17	12	12	8	10	22	165
Pursuit Vehicle/Person			1	1				1			1	1	5
Robbery													0
Runaway				1	1		2	1	2	1	4		12
Salvation Army Voucher	1	1	2		1	2							7
Scams/Swindle Attempt	4	2	6	4	9	8	14	6	7	4	5	10	79

2013 Activity Code Statistics for Meeker County Sheriff's Office

<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
School Bus Stop Arm Violation	1	2	2	1						1		1	8
Security/Vacation Check	6	5	4	2	1	6	2	10	4	7	5	7	59
Sex Crime/Offense	3		3	3	5		6	3	3	1	2	1	30
Snowmobile Accident no Injury													0
Snowmobile Accident with Injury	1	1	1										3
Snowmobile Complaint	2	3	3										8
Stabbing													0
Stolen Vehicle		4	1	4	1	2	2	1	3		1		19
Suicide/Attempt/Threat		3	4	1	2	3	4	2	5	1	2	3	30
Suspicious Person/Vehicle/Activity	36	29	30	42	44	38	51	64	63	42	36	15	490
Tamper with Property/Vehicle		1	1				1	1		1	3		8
Temporary Structure Permit/Contest	3				25	27	25	3	2				85
Theft	13	16	7	14	20	19	19	24	17	17	18	7	191
Theft By Check	1	1	1	4		1	1	1	3	3	1	1	18
Threats		2	3	6	2	3	3	4	7	3	7	8	48
Traffic Stop	62	78	95	141	99	113	112	84	146	147	87	57	1,221
Trespassing	1	3	1	1	1	1	1	2	2	5	6		24
Unlock	9	5	4	12	12	9	3	8	8	7	6	7	90
Unsafe Conditions	14	8	14	23	25	30	15	20	19	15	19	5	207
Unwanted Individual	2		3	7	4	2	1	3		1	1	1	25
Vulnerable Adult		2	1	1	4	1	2	3	2	2			18
Warrant/Order	11	11	6	7	13	5	11	13	12	6	10	9	114
Watercraft Accident no Injury										1	1	2	4
Watercraft Accident with Injury													0
Watercraft Complaint						2	2	2					6

2013 Activity Code Statistics for Meeker County Sheriff's Office

<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Weather					1	6		3	1	1			12
Welfare Check	7	7	13	9	10	8	14	9	10	10	8	9	114
Welfare Fraud		1			1	2		1		3			8
Total	566	586	571	754	761	806	820	798	729	726	668	615	8,400



Activity Code Statistics – ALL Agencies

2013 Activity Code Statistics for MCSO, LP, EVP, CP													
<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
911 Call Transfer	19	22	16	17	26	13	18	26	20	19	23	27	246
911 Hang Up	117	77	78	115	113	108	118	93	92	77	70	86	1,144
Abandoned/Stalled Vehicle	36	59	39	55	23	22	28	18	10	25	38	65	418
Abduction Attempt													0
Alarm	34	22	26	18	36	36	25	30	32	34	36	38	367
Animal Complaint - Dog	26	31	29	38	46	59	35	55	50	32	30	28	459
Animal Complaint - Other	6	6	14	20	29	44	22	21	19	14	11	9	215
Assault	6		4	6	5	5	6	5	3	1	4	5	50
Assist Other Agency	63	65	60	60	58	76	46	61	57	62	62	57	727
Assist Public	33	35	41	46	60	51	58	63	46	38	37	47	555
Bomb Threat													0
Burglary	3	9	3	6	5	6	5	7	6	5	11	5	71
Carbon Monoxide Alarm	1	1						1	1	1		2	7
Child Abuse/Maltreatment	19	20	19	20	27	25	19	10	24	26	18	5	232
Civil	14	11	7	20	15	27	41	32	16	26	23	17	249
Criminal Damage to Property	6	3	4	6	11	19	26	17	19	10	5	3	129
Custody	9	10	7	4	4	9	11	11	9	2	6	4	86
Dead Person (DOA)	3		1	1	1		1	1		1		1	10
Deer Possession Tag	5	3	2	5	1	1			2	4	12	9	44
Deliver Emergency Message	1	2	1	1		1		1	1	1			9
Disturbance			3	6	4	9	12	17	11	8	8	7	85
Domestic	8	15	12	6	13	13	21	11	11	9	13	10	142
Driving Complaint	30	31	27	48	35	74	70	72	43	49	55	37	571

2013 Activity Code Statistics for MCSO, LP, EVP, CP

<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Drowning													0
Drug Take Back	2	2	2	2	6	4	2	4	4	7	1	3	39
Drugs/Paraphernalia	2	2	2	1	4		5		5	4	3	4	32
Embezzlement													0
Emergency Hospital Transport		3			1	2		4	4	2	5	1	22
Escort	5	5	6	4	3	12	8	3	4	1	10	8	69
Fight		1	2	1	1	2	4	1		1	1		14
Fire Call	13	3	5	19	22	5	13	15	11	14	14	10	144
Firework Complaint					1	4	12						17
Forgery							2	3	2	2			9
Fraud		2	1		1		1						5
Freedom to Breathe Violation													0
Gambling Offense		1											1
Game & Fish Violation								2					2
Graffiti		1	3		2	9	2	4	4	14	2	1	42
Harassment/Violate OFP/HRO	7	12	13	15	9	13	25	20	15	23	14	10	176
Hit & Run	2	4	4	5	5	2	8	5	2	2	6	2	47
Home Monitoring Check					2		1	1			1		5
Homicide													0
Illegal Dumping	4	4	1	7	4	5	4	1	5	8	3	1	47
Investigate Drunk Driver	1	1		2		2	1	6		2	1		16
Juvenile Party	2	1	4			1		1			1	3	13
Juvenile Trouble	5	14	6	10	16	12	12	10	16	13	4	6	124
Liquor Law Violation													0
Live Trap	1	2		3		1			2	1		1	11

2013 Activity Code Statistics for MCSO, LP, EVP, CP

<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Lost/Found	10	3	10	11	8	8	19	22	16	11	9	4	131
Mailbox Damage	3	6	3	2	3	6	8	5		6	10	1	53
Medical	55	51	53	47	63	49	55	67	65	54	56	72	687
Mentally Ill Person	2									2		1	5
Minor Poss./Cons. (under 18)		1			1	4		1	3	2	2	1	15
Missing Person	3	1			4	7	5	5	5	2	5	2	39
Noise Complaint	5	3	6	2	13	9	9	16	5	3	5	3	79
Off Hwy/Road Veh. Acc. No Inj.								1					1
Off Hwy/Road Veh. Acc. with Inj.					1	1							2
Off Hwy/Road Veh. Complaint	1	2	2	4	2	2	8	4	3	2	1	1	32
Open Door	1	1		3	2		3	1	2	5	6	1	25
Order for Protection/Harass/Restrain	5	5	6	9	7	8	9	8	5	9	2	3	76
Ordinance Violation	20	21	14	4	10	30	9	12	10	6	12	41	189
Other	25	33	34	46	39	37	27	52	32	36	23	31	415
Parking Violation	4	4	4	7	2	2	1	3	2	7	1	4	41
Person Out of Control	3			1	1	5	3	1	6	2	2		24
Person Under Influence	3		1	2		3	1	1	3	2		2	18
Personal Injury Accident	4	7	5	8	8	8	8	9	5	7	3	6	78
POR Information		2	10	2					1	1		1	17
Prop Damage Accident with Animal			4	6	10	12	13	8	10	13	31	13	120
Property Damage Incident	32	35	35	20	12	13	29	26	20	12	17	39	290
Pursuit Vehicle/Person			1	1			1	1			1	1	6
Robbery													0
Runaway		2	1	2	4	2	4	1	2	3	4	1	26
Salvation Army Voucher	1	1	2		1	2							7

2013 Activity Code Statistics for MCSO, LP, EVP, CP

<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Scams/Swindle Attempt	7	5	6	9	12	11	16	9	10	7	6	14	112
School Bus Stop Arm Violation	1	2	2	1					1	1		1	9
Security/Vacation Check	18	14	5	4	4	8	2	14	12	11	9	11	112
Sex Crime/Offense	3	1	5	4	7	3	7	3	4	4	2	1	44
Snowmobile Accident no Injury													0
Snowmobile Accident with Injury	1	1	1										3
Snowmobile Complaint	3	4	4										11
Stabbing													0
Stolen Vehicle	1	4	2	6	1	4	5	1	4		1	2	31
Suicide/Attempt/Threat	1	5	4	2	3	5	8	5	7	2	9	4	55
Suspicious Person/Vehicle/Activity	63	50	53	84	92	83	91	113	105	95	68	34	931
Tamper with Property/Vehicle		1	1				1	1	2	1	3		10
Temporary Structure Permit/Contest	3				25	27	25	3	2			2	87
Theft	28	27	25	31	38	36	34	48	36	29	26	21	379
Theft By Check	2	1	2	4	1	1	1	2	5	6	3	2	30
Threats	3	4	8	12	5	7	7	10	11	8	9	12	96
Traffic Stop	90	107	148	186	168	252	188	130	203	193	201	95	1,961
Trespassing	3	4	1	1	1	1	1	3	2	6	6		29
Unlock	12	8	9	14	13	14	5	10	9	11	9	12	126
Unsafe Conditions	20	13	19	28	39	47	22	29	26	24	23	10	300
Unwanted Individual	5	1	8	10	8	6	5	7	1	2	3	4	60
Vulnerable Adult	2	4	2	4	4	1	4	3	10	3	2	3	42
Warrant/Order	19	14	12	10	21	10	21	20	18	12	11	13	181
Watercraft Accident no Injury										1	1		2
Watercraft Accident with Injury													0

2013 Activity Code Statistics for MCSO, LP, EVP, CP

<i>Activity Code</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Watercraft Complaint						2	2	2					6
Weather		1			1	6		3	1	1			13
Welfare Check	15	15	25	18	17	17	27	20	17	20	20	24	235
Welfare Fraud		1			1	2		1		3			8
Total	960	945	975	1,172	1,241	1,423	1,346	1,313	1,227	1,163	1,130	1,005	13,900

Fatalities/Deaths

The preliminary report from the Midwest Medical Examiner’s Office indicates that in 2013 there were **146** total deaths in Meeker County, of those, **15** autopsies were performed. See table below for more detail. Please note that the title "Reportable, Declined" includes deaths that were investigated but the actual death certificate was signed by a local M.D.

2013 Meeker County Fatalities/Deaths	
Motor Vehicle Accident	7
Natural	8
Non Motor Vehicle Accident	6
Reportable, Declined	121
Suicide	4
Total	146



Emergency Response Units Dispatched by Sheriff's Office

Emergency Response Units Dispatched by Sheriff's Office													
Agency	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Cosmos Ambulance	7	6	10	6	12	9	4	5	6	10	4	5	84
Cosmos Fire & Rescue	3	0	3	1	4	1	0	2	2	1	0	2	19
Dassel Fire & Rescue	15	13	16	16	29	18	18	29	27	22	16	23	242
Eden Valley Fire & Rescue	12	7	11	13	16	13	18	13	11	9	17	12	152
Gold Cross Ambulance	56	59	58	54	75	65	66	78	66	55	61	71	764
Grove City Fire Department	2	2	0	2	3	4	0	3	1	5	1	1	24
Grove City Rescue	6	7	0	5	8	5	2	10	2	6	5	5	61
Litchfield Fire Department	15	8	7	14	10	4	12	16	6	10	8	9	119
Litchfield Rescue	34	35	40	31	38	39	43	40	33	27	35	44	439
Watkins Fire Department	2	2	2	0	3	1	1	2	1	2	2	0	18
Watkins Rescue & Ambulance	28	30	26	28	22	28	28	29	19	20	22	24	304
Totals	180	169	173	170	220	187	192	227	174	167	171	196	2226



Jail and Transports – Sheriff’s Office

MEEKER COUNTY JAIL STATISTICS FOR ALL OF MEEKER COUNTY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Males Booked In	37	46	40	50	45	24	50	56	41	25	57	38	509
Females Booked In	6	7	8	9	5	5	13	15	8	15	13	13	117
Juvenile Males Booked In	2	6	4	2	1	3	2	0	4	2	5	5	36
Juvenile Females Booked In	1	0	1	0	1	0	0	1	1	0	1	2	8
Prisoners Held for Other Agencies	6	4	3	4	2	2	3	6	5	5	21	20	81
TRANSPORTS (Sheriff's Office only)													
Police/Health Officer Holds	2	3	1	1	0	0	1	2	0	1	2	0	13
Commitments-mentally ill & chemically dep.	5	7	8	10	3	5	5	4	9	6	4	7	73
Writ/Order	5	7	9	10	16	5	5	12	7	4	7	9	96
Warrants	2	5	2	7	2	3	2	3	1	2	3	4	36
Boarding	0	0	0	0	1	0	0	1	0	0	0	0	2
Probation	0	0	0	0	1	0	0	0	0	0	0	0	1
Social Service	0	0	1	0	0	0	0	5	1	3	0	0	10
Other	2	4	7	6	7	4	8	4	0	6	5	7	60
Total Transports-Include Juvenile & Criminal	16	27	28	34	30	17	21	31	18	22	21	27	292
Total Transport hours	32.25	34.25	32.73	43.17	35.01	24.18	18.6	42.12	18.08	29.32	24.42	28.42	362.5



Investigations

Criminal Investigation:

Three full-time & one part-time (as needed) investigators are assigned to investigate all criminal activity including theft, burglary, robbery, arson, death cases, physical assaults, sexual assaults, computer crimes, financial crimes, fraud, child abuse/neglect, vulnerable adult crimes, and welfare fraud, etc. This division is also responsible for tracking



Registered Predatory Offenders, of which **52** are currently registered throughout Meeker County. Of those **52** registered offenders, **22** live in the county or cities that contract law enforcement services with the Sheriff's Office. The other **30** are registered in Litchfield and other cities with police departments. An investigator checks each of the county's registered offenders at minimum two times a year, and often times more. Because crime is not always contained to

one city, county or state, the Sheriff's Office Investigators routinely assist local, state, and federal law enforcement agencies with many of their investigations. Of the **8,400** Calls for Service the Meeker County Sheriff's Office received in 2013, **2,495** of those cases were forwarded to this Criminal Investigations Division, resulting in one of the following dispositions: Further review of the particular case, additional investigation, referred to the proper prosecutorial attorney for formal charges, citation issued, case referred to another agency or department, for example, social services. The case may be closed, pending, or inactive.

Drug Investigation:

One deputy is assigned to a multi-jurisdictional drug task force called CEE VI. This deputy cooperates with other local, state, and federal drug units in an effort to detect and apprehend drug offenders.

Gang Investigation:

One deputy is assigned to the Minnesota Gang Strike Force. The Minnesota Gang Strike Force was created to identify, investigate, arrest and prosecute gang members engaged in criminal activity in the State of Minnesota. Both the Drug and Gang position operate through the CEE VI Drug and Gang Task Force consisting of the counties of Swift, Meeker, Chippewa, Yellow Medicine, Kandiyohi and other local police departments.

These positions are primarily funded by state and federal grant dollars, as well as **\$4.20** per capita funding by each of the participating counties. This unit is governed by a Board of Directors, of which Sheriff Norlin is a member.

In 2013, the CEE-VI Drug & Gang Task Force was responsible for arrests of **155** individuals. In Meeker County alone, the Task Force was responsible for **15** arrests and **7** search warrants executed.

Some of the Drugs Seized in Meeker County in 2013

Methamphetamine	25 grams	Psilocybin (mushrooms)	14
Amphetamine	33 grams	Other prescription pills	598 pills
Oxycodone	19 pills		

Additionally, each investigative division of the Meeker County Sheriff's Office is responsible for processing its own crime scenes and evidence collection, identification and preservation.

Dispatch Communications Center

The Meeker County Public Safety Answering Point (PSAP) provides Enhanced 9-1-1 services for a population of approximately **23,000** people. Dispatchers work closely with the county's nine (**9**) fire departments/ rescue squads, five (**5**) ambulance services, and six (**6**) law enforcement agencies and neighboring PSAP's to provide a full range of emergency and nonemergency public safety services over a statewide trunked radio network for Meeker County. These services involve the Allied Radio Matrix for Emergency Response (ARMER), which includes tower and radio sites in Litchfield, Grove City, Beckville, Eden Valley, Watkins, Kimball, Hector and Dassel, Minnesota.



Not all calls received require a Call for Service (CFS) Record. In 2013 the Meeker County dispatchers received **29,252** incoming phone calls, **7,400** of which were 911 phone calls. Dispatchers answer calls for police departments within the county and initiate a CFS as appropriate. Dispatchers also take administrative calls for Litchfield Police Department during weekends, holiday, sick or vacation time when the department is not available. Through the Sheriff's Office Computer Aided Dispatch (CAD) software, the dispatchers initiated **16,344** Calls for Service in 2013. By nature their job may be fast-paced and difficult at times. We believe they do an outstanding job. They work hard and are very dedicated. The following chart shows the 911 calls that were received in 2013, as you can see the majority of them were by cell phone (wireless).



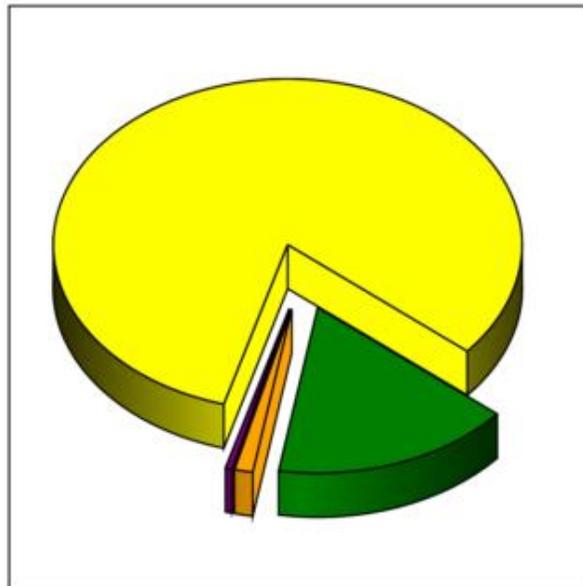
911 Call Volume by Day for year 2013

Illustrated below are the different types of 911 calls that have come in, either through a hard or traditional wired phone line or cellular/wireless. As the graph shows, **82%** of the 911 calls were cellular/wireless, with only **17%** using traditional hard-wired phone lines. The special and steered 911 calls are either no data attached, or “phantom” calls, or steered calls that have no data originally, and are steered through the provider and routed back to our 911 center with the attached data.

Request Category Report

Report Period 1/1/2013 - 12/31/2013

Link 24 MEEKER



Type	Total	Percentage
Wireline (Local)	1225	16.55 %
Wireline (Special)	94	1.27 %
Wireline (Steered)	34	0.46 %
Wireless	6047	81.72 %
Total	7400	100%

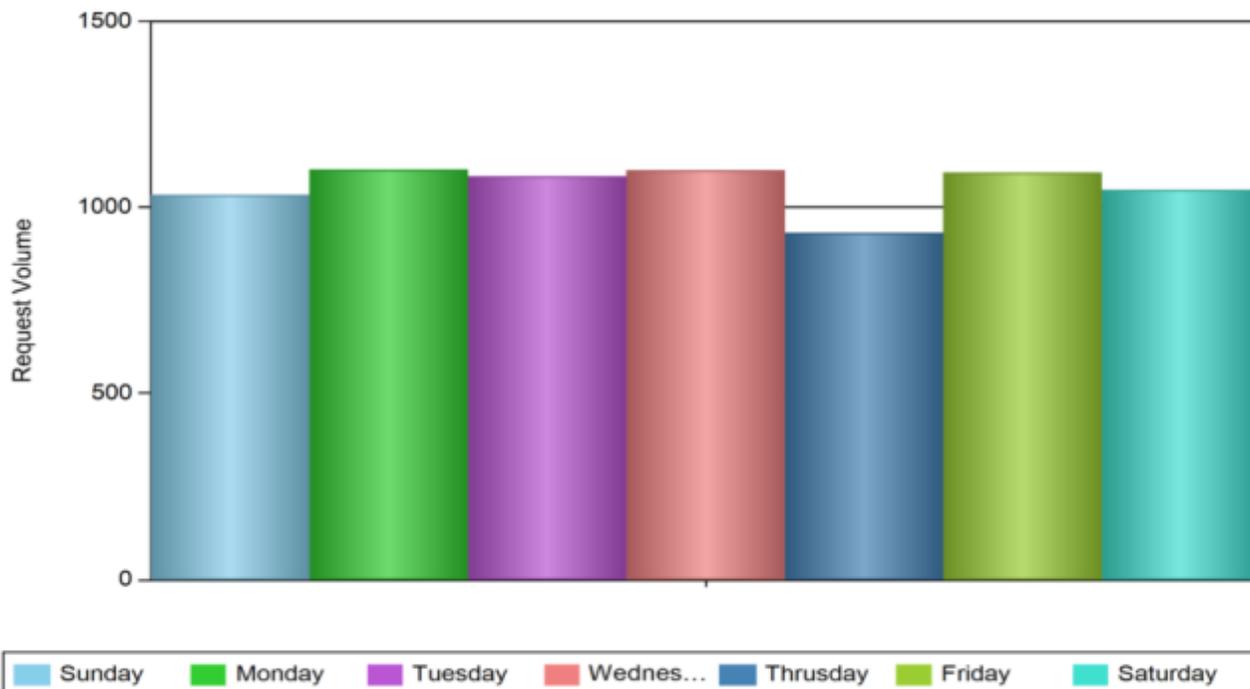
911 Call Volume by Day for year 2013

As you can see by the chart, almost every day of the week is busy with 911 call volume, with Thursday being just under the 1000 mark.

Request Volume by Day Report

Report Period 1/1/2013 - 12/31/2013

Link 24 MEEKER



911 Call Volume by Hour for 2013

The busiest time of the day continues to be between 11:00 a.m. and 9:00 p.m.

Report Period 1/1/13 - 12/31/13 Number of 911 Calls Received												
	1	2	3	4	5	6	7	8	9	10	11	
Midnight	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	
	164	123	96	86	71	105	134	241	220	359	316	423

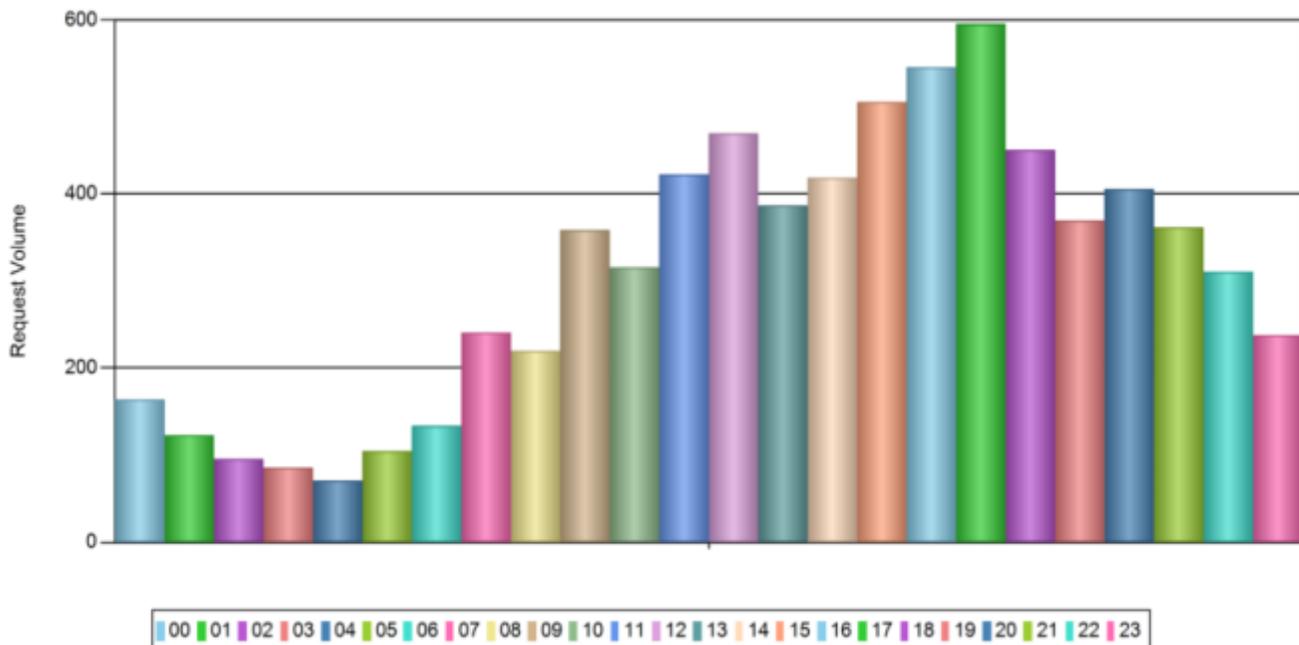
	1	2	3	4	5	6	7	8	9	10	11	
Noon	p.m.											
	470	387	419	506	546	596	451	370	406	362	311	238

911 Call Volume by Hour for 2013

Request Volume by Hour Report

Report Period 1/1/2013 - 12/31/2013

Link 24 MEEKER



Records

A report is generated by deputies, investigators, and correctional officers when an incident or Call for Service (CFS) occurs. The majority of reports are dictated into digital recorders and downloaded to computer with specialized software. The most common types of reports include Arrest and Offense Reports, Supplemental Reports, Statements, Jail Incidents, Accidents, Implied Consent, Letters, and Administrative Reports. In 2013 there were **2733** reports dictated, and all except **195** were typed by the Records staff. Records staff does, upon request, type reports and statements for other agencies, billing out at **\$20.00** per hour.



Bailiff/Jury Attendant

The Sheriff's Office provides Bailiff and Jury Attendant services for the Meeker County Courts. In 2013 there were **1,330.25** bailiff and jury attendant hours logged.

Facility Security Position

In 2013 Sheriff Norlin requested permission to hire a full-time Deputy Sheriff to allow greater coverage and more flexibility in staffing areas where help is needed the most. This Security Deputy will provide security on busy courthouse days, such as Tuesdays when traffic court and commissioner meetings are in session, and other days when the courts are busy with jury trials, family court, or when more than one courtroom is in session. The Security Deputy covers bailiff shifts, handles prisoner transports and movements from jail to court, alleviating the need to pull jail staff from their duties. On occasion the Security Deputy fills open patrol as well as boat and water shifts.



Community Service Officer-Paramedic (CSO-P) Program



In July of 2013 Meeker County Sheriff Jeff Norlin announced the formation of the Community Service Officer-Paramedic (CSO-P) program in partnership with Hennepin County Medical Center (HCMC). This is an all-volunteer program that utilizes experienced, certified paramedics in the roll of a Community Service Officer. CSO-P will augment the available Emergency Medical Services (EMS) that Meeker County citizens currently enjoy.

The Paramedics are supervised by the Sheriff's command staff and receive medical direction from Hennepin County Medical Center's Department of Emergency Medicine and HCMC's Dr. Jeffrey Ho. Dr. Ho is also a Meeker County Deputy Sheriff and serves as the Meeker County Sheriff's Office Medical Director. Equipment for the program is provided by both the Sheriff's Office and HCMC while the time for the program is volunteered by the Paramedics.

This CSO-P program was conceptualized two years ago. The program initially sought to utilize newly certified paramedics as volunteers to gain experience prior to obtaining a regular paramedic job. However, it was quickly discovered that this program was highly desirable to experienced paramedics already working in EMS but were interested in a new experience and learning more about the profession of law enforcement. After

receiving several applications, seven recruits were selected. Each passed a background check and an oral interview panel.

The primary purpose of the Sheriff's Paramedic Program is to enhance the number of hours and geographic coverage of Advanced Life Support (ALS) - paramedic level care available within Meeker County. Paramedics work various shifts and respond with advanced life support equipment to medical emergencies in a specially marked Sheriff's Paramedic squad car. They are responsible to provide initial advanced life support care until the arrival of the ambulance EMS personnel. When no medical emergencies require response, the paramedics augment the sworn patrol staff with non-enforcement duties that enhance public safety coverage throughout Meeker County.

Sheriff Norlin believes in high quality training. The MCSO signed on with HCMC for Tactical Emergency Medicine Peace Officer (TEMPO) training. TEMPO is designed as a comprehensive educational opportunity to train Law Enforcement Officers for effective response to a wide range of calls, both medical and behavioral, in diverse settings and conditions. No other course in the region offers the combination of staff expertise, state-of-the-art facilities, mobile training options, customized courses and unique skills and scenario based curricula for high quality profession-specific emergency medical training.



Sheriff's Office Tours

In 2013 the Sheriff's Office gave tours on seven different days to school students and organizations. Those interested in taking a tour are encouraged to contact the Sheriff's Administrative Assistant to set up a tour date and time by calling 320-693-5414. Typical tours may include the Dispatch Center, Detention Center, Law Enforcement Center, and/or a squad car. Most tours choose three areas to visit and spend about 15 minutes in each area. In 2013 the tour groups consisted of Cub Scouts, DARE, 4-H and local school students.



Youth/Adult Firearms Safety Training

Youth/Adult Firearms Safety Training is offered once a year to those interested in learning to safely shoot a firearm. In its fourth year of participating in this program, the Meeker County Sheriff's Office had **11** students complete the course in 2013. The Sheriff's Office has experienced a growth in the number of young adults choosing to sign up for firearms safety training. The demand remains high for the need for firearms safety during hunting seasons and safety of guns in the home. Students complete a classroom session exposing them to common principles of hunting and firearms handling safety. Proper technique and safety is further reinforced during a field day which includes a live range fire.



Civil Process

The Office of Sheriff in Minnesota is distinguished by a much wider scope of responsibility than virtually any other city, county or state office. The Sheriff's role in government is made more complex as the Sheriff serves the judicial branch of government as an officer of the courts, while at the same time is a part of the executive branch of government.



Minnesota law governing the duties of the Sheriff is as widely disseminated as the duties themselves are varied. The Sheriff is a county officer and is obligated to obey orders of the court of the State of Minnesota and to serve process and notices delivered for services. The Sheriff is also generally required to serve all other process and notices in the manner prescribed by law. All writs, notices or other process issued by District, County, or Conciliation Courts in civil actions or proceedings may be served by any duly qualified and acting Deputy Sheriff or employee.



In 2013, the Meeker County Sheriff's Office served a total of **1,221** civil process papers. The most common types of papers a Deputy Sheriff would serve include Summons & Complaints, Subpoenas, Petitions, Notices, Mortgage Foreclosures, Orders, Evictions, Writs of Recovery, Writs of Execution, Orders for Protection, Harassment Restraining Orders, Commitments and Affidavits. We charged **\$45.00** per service with additional charges for mileage. In 2013, the Sheriff's Office collected **\$24,257** for civil process service fees.

2013 Civil Process Stats

<i>Process Type</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Affidavit & Order in Supplementary Proceedings	0	0	0	0	0	0	0	0	0	0	0	0	0
Attachment Order	0	0	0	0	0	0	0	0	0	0	0	0	0
Conciliation Court Counterclaim	0	0	0	0	0	0	0	0	0	0	0	0	0
Order for Protection	7	4	2	4	5	3	8	2	0	8	4	5	52
Garnishment Summons	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Jury Summons	0	0	0	0	0	0	0	0	0	0	0	0	0
Harassment Hearing Temporary Restraining Order	0	0	0	0	0	0	0	0	0	0	0	0	0
Harassment Restraining Order	2	4	3	5	5	6	1	6	5	4	1	1	43

2013 Civil Process Stats

<i>Process Type</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Land Title Summons	0	0	0	0	0	0	0	0	0	0	0	0	0
Notice	0	3	3	1	2	3	1	6	3	2	12	1	37
Notice of Cancellation of Contract For Deed	0	0	2	1	0	0	0	0	0	0	0	0	3
Notice of Expiration of Redemption	0	0	0	32	0	0	0	0	0	0	0	0	32
Notice of Mortgage Foreclosure Sale	7	1	5	7	6	0	4	4	3	6	2	3	48
Notice of Homestead Designation	0	0	0	0	0	0	0	0	0	0	0	0	0
Notice & Order Petition for Commitment	0	0	0	0	0	0	0	0	0	0	0	0	0
Notice of Motion & Order	2	5	3	2	2	1	1	0	0	2	2	0	20
Order	1	1	9	4	4	1	1	2	1	3	11	1	39
Order For Seizure (Replevin)	0	0	0	0	0	0	0	0	0	0	0	0	0
Order To Show Cause	0	1	1	1	3	1	2	2	2	4	1	4	22
Request For Production Of Documents	0	0	0	0	0	0	0	0	0	0	0	0	0
Subpoena - Adult	3	11	6	11	2	8	1	3	5	3	11	26	90
Subpoena - Juvenile	0	0	0	2	1	0	0	0	0	0	0	0	3
Summons & Complaint	9	13	10	17	20	18	10	7	8	5	3	16	136
Summons & Notice & Petition	0	0	0	0	0	0	0	0	0	0	0	0	0
Summons & Notice Of Trial (Conciliation Court)	0	0	0	0	0	0	0	0	0	0	0	0	0
Summons & Notice For Dissolution Of Marriage	1	0	0	1	0	0	0	0	0	0	0	1	3
Support & Collections	0	0	0	0	0	0	0	0	0	0	0	0	0
Unlawful Detainer Summons & Complaint	3	4	0	0	4	5	1	3	3	1	1	4	29
Unlawful Detainer Expedited Summons & Comp.	0	0	0	0	0	0	0	0	0	0	0	0	0
Writ Of Execution	1	2	0	1	0	0	1	2	0	0	0	1	8
Writ Of Recovery Of Premises & Order to Vacate	3	4	1	0	3	5	0	3	1	2	0	2	24

2013 Civil Process Stats

<i>Process Type</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Letter	2	0	2	2	0	0	1	0	0	0	0	0	7
Petition	2	7	11	2	12	7	9	9	7	8	8	15	97
Pre-petition Screening	0	0	0	0	0	0	0	0	0	0	0	0	0
Acknowledgment	0	1	0	1	0	0	0	0	0	0	0	1	3
Examiner's Statement	0	0	0	0	0	0	0	0	0	0	0	0	0
Complaint	0	2	1	1	2	0	2	1	0	0	0	0	9
Financial Statement	0	0	0	1	0	0	0	0	0	0	1	0	2
Employment Verification	0	0	0	0	0	0	0	0	0	0	1	0	1
Financial Source Document	0	0	0	0	0	0	0	0	0	0	0	0	0
Finding & Order	0	0	0	0	0	0	0	0	0	0	0	0	0
Appendix	0	0	0	0	0	0	0	0	0	0	0	0	0
Privacy Rights	0	1	0	0	0	0	0	0	0	0	0	0	1
Statement of Rights	0	1	0	1	0	0	0	0	0	0	0	0	2
Other	5	18	6	1	3	5	2	4	2	3	18	11	78
Deposition	0	0	0	0	0	0	0	0	0	0	0	0	0
Request For Hearing	1	1	2	0	1	0	0	1	0	0	0	0	6
Affidavit & Order in Supplementary Proceedings	3	5	2	3	6	3	3	2	0	3	3	3	36
Motion	0	0	0	1	2	0	2	0	1	0	0	2	8
Findings Of Fact, Conclusion Of Law	0	1	0	0	1	0	0	0	0	0	1	0	3
Help For Homeowners In Foreclosure	6	1	2	5	6	0	4	4	3	6	2	3	42
Foreclosure: Advice To Tenants	7	1	2	5	6	0	4	4	3	6	2	3	43
Homestead Designation Notice	6	1	2	5	6	0	4	4	3	6	2	3	42
Foreclosure Data	2	1	3	5	6	0	3	2	3	5	1	2	33

2013 Civil Process Stats

<i>Process Type</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Memorandum Of Law	0	1	0	0	0	0	0	0	0	0	0	2	3
Order for Appr., Confinement & Notice of Hearing	0	1	5	0	2	0	0	0	0	1	0	3	12
Notice of Respondent's Rights	0	0	0	0	1	0	0	0	0	1	0	3	5
Examiner's Statement	0	0	0	0	0	0	0	0	0	0	0	0	0
Supporting Affidavit	1	2	2	4	0	4	3	1	3	1	4	2	27
Summons	1	6	3	4	7	3	3	3	3	1	3	8	45
Notice of Intervention	1	1	1	2	2	6	2	0	1	3	2	0	21
Motion for Establishment of Child Support	0	0	0	0	0	0	0	0	0	0	0	0	0
Sealed Financial Source Document	0	1	1	0	0	0	0	0	0	0	0	1	3
Interrogatories	0	0	0	0	0	0	1	0	0	0	0	0	1
Demand for Production	0	0	0	0	0	0	0	0	0	0	0	0	0
What Happens After Foreclosure	3	0	1	0	0	0	1	1	2	1	0	1	10
Notice of Redemption Rights	3	1	2	5	6	0	3	3	1	5	2	2	33
Notice Of Dept. of Emp. Econ. Dev. Info	1	1	0	2	3	6	1	2	3	0	3	1	23
Mortgage Foreclosure Sale	4	4	9	2	5	1	3	3	2	1	1	1	36
Execution Sale	0	0	0	0	0	0	0	0	0	0	0	0	0
Mechanic's Lien Sale	0	0	0	0	0	0	0	0	0	0	0	0	0
Judgment & Decree Sale	0	0	0	0	0	0	0	0	0	0	0	0	0
Abandoned Property Sale	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Processes	87	112	102	141	134	86	82	84	68	91	102	132	1221

Meeker County Sheriff's Office Chaplain Program



Pastor Jeffrey Garland is currently serving as the volunteer Chaplain for the Meeker County Sheriff's Office. Jeff also serves full-time as the Pastor of Family Ministries at Cornerstone Church in Litchfield. Jeff and his family have been living in the Litchfield area since 2003. Prior to that, the Garlands served as missionaries in Ecuador, Venezuela, and Costa Rica. Jeff is bilingual, speaking both English and Spanish, and serves as an interpreter when needed.

The responsibilities of the Chaplain can be summed up in the following words, "Ministry of Presence." The Chaplain serves the law enforcement agency and its staff as well as the citizens of Meeker County at such times when the services of a Chaplain/Pastor/Minister are needed.

The Sheriff's Chaplain Program is now 10 years old. It was started in Meeker County in the summer of 2004 with Rev. Terry Olthoff.



*National Peace Officers
Memorial Day, May 15, 2013*

Grants

Every year the Sheriff's Office applies for the Snowmobile Grant, Boat and Water Grant, and ATV/OHV (All-Terrain Vehicle/Off Highway Vehicle) Grant.

Snowmobile Grant

For the Snowmobile Grant ending in fiscal year 2013 the Sheriff's Office received **\$3,460**. The fiscal year runs from July 1 through June 30. Grant money was used to provide a snowmobile safety training course to interested snowmobile operators age 11 and older who wish to obtain a safety certificate. The course is designed to teach safe riding techniques, current laws and regulations as well as ethics when riding snowmobiles on state trails or private property. Deputies instruct students concerning proper emergency procedure and reporting snowmobile accidents. The course includes a written and riding test, classroom instruction and a local Department of Natural Resources Officer visit.



Deputies also participated in events at lake association meetings, Litchfield Business Expo, National Night Out, and at local schools, including D.A.R.E. and Driver's Training classes where students were given the opportunity to ask questions regarding snowmobile laws and safety training. Ample snow cover provides deputies the opportunity to go on snowmobile patrol. This typically occurs on weekends when more snowmobilers are out and about. In fiscal year ending June 2013, the Sheriff's Office responded to **nine**

snowmobile complaints, issued **one** warning, and made **one** alcohol related arrest. There were **two** non-fatal snowmobile accidents and **one** fatal accident reported to the Sheriff's Office. A total of **40.50** snowmobile hours were logged. Meeker County has four major snowmobile trails that connect with other regional trails in neighboring counties.





Boat and Water Grant



In 2013 the Meeker County Sheriff's Office received **\$4,431** in grant dollars through the 2012 Boat and Water Grant. Early in 2014 we will receive 2013 grant money totaling **\$7,242**. Three (3) part-time seasonal deputies worked a total of **559** hours monitoring county lakes and beaches. We received **7** public complaints and issued **23** verbal warnings. There were no arrests or citations issued. The single rental agency in Meeker County is checked and inspected annually. In 2013, **14** rental boats were inspected, **7** Boat and Water Permits were issued for marine events including fishing contests, **80** Boat and Water Permits were issued for rafts and ski slalom, etc. in 2013. Meeker County encompasses over **110** named lakes, **3** branches of the Crow River, a large number of creeks, streams and drainage ditches, ponds and wetlands. All of these waterways are part of the jurisdiction of the Meeker County Sheriff's Office Boat and Water.



ATV/OHV Grant (All-Terrain Vehicle/Off-Highway Vehicle)



Meeker County Sheriff's Office received **\$5,977** for the ATV/OHV Grant ending in fiscal year 2013. The fiscal year runs from July 1 through June 30. The Sheriff's Office offered an ATV Safety Training class in which **14** students participated. Currently in Minnesota, ATVs outsell snowmobiles. This statistic increases the importance of teaching proper riding techniques, skills, laws and regulations, and ethics when riding an ATV. After completing the class, students have the knowledge to safely operate an ATV on state trails and private property. Deputies instruct students concerning proper emergency procedure and how to report an ATV accident. The course includes a home study portion,

written and riding test, and a visit from a local Department of Natural Resources Officer. Deputies also participated in events at lake association meetings, Litchfield Business Expo, National Night Out, and at local schools, including D.A.R.E. and Driver's Training classes where students were given the opportunity to ask questions regarding ATV laws and safety training. The Sheriff's Office responded to 20 public complaints related to OHV's. There were 9 oral or written warnings given out and 2 alcohol related arrests. There were 7 reports of non-fatal OHV accidents reported to the Meeker County Sheriff's Office. Deputies worked a total of 39.25 hours specifically towards the OHV grant.

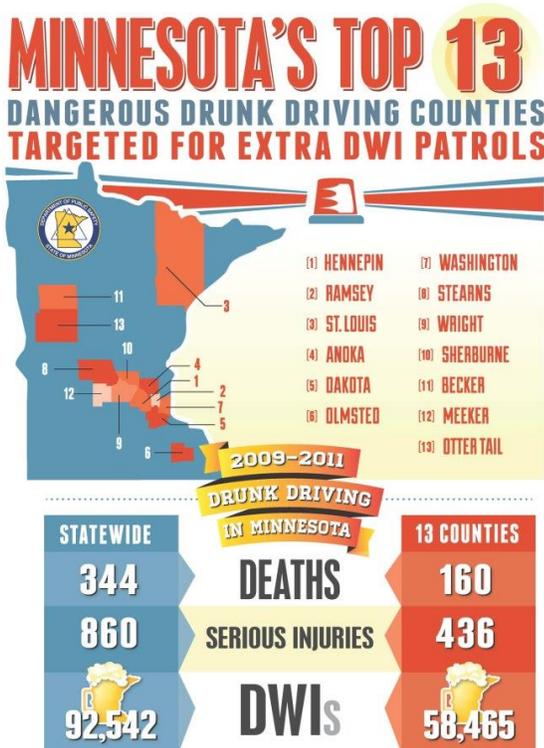


Safe and Sober/Toward Zero Death

In 2013 the Meeker County Sheriff's Office worked in conjunction with the Hutchinson Police Department, Glencoe Police Department, Winsted Police Department and the



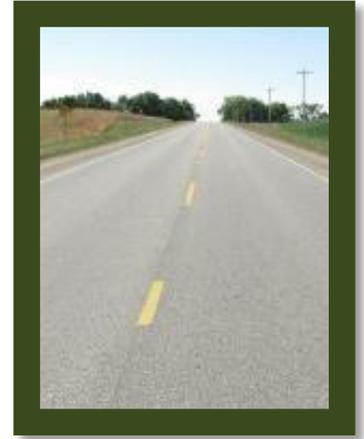
McLeod County Sheriff's Office on a state funded Safe and Sober/Toward Zero Death grant. The Southwest Minnesota Toward Zero Deaths (TZD) program began in 2007. The counties involved include: Beg Stone, Chippewa, Kandiyohi, Lac qui Parle, Lincoln, Lyon, McLeod, Meeker, Murray, Pipestone, Redwood, Renville, Swift and Yellow Medicine. The mission of the program is "To create a culture for which traffic fatalities and serious injuries are no longer acceptable through the integrated application of education, engineering, enforcement and emergency medical and trauma services. These efforts will be driven by data, best practices and research." The main focus of this grant is to reduce the number of motor vehicle accidents with injuries or fatalities.



Meeker County was identified as one of thirteen counties targeted for enhanced DWI patrols in 2012 - 2013. The 13 targeted counties were determined by the counties with the most combined number of drunk driving deaths and alcohol-related serious injuries during a three-year period. In efforts to help reduce these numbers deputies and officers worked high visibility enhanced traffic enforcement focusing on a few primary safety issues. Key issues are speed, seatbelt use and impaired driving. During the enhanced enforcement waves the Sheriff's Office also issued media releases in efforts to make the public aware of traffic safety issues. According to the Minnesota Department of Public Safety Office of Traffic Safety, the estimated cost of alcohol-related crashes in Meeker County from 2009 to 2011 was \$14,322,800.00. In 2013

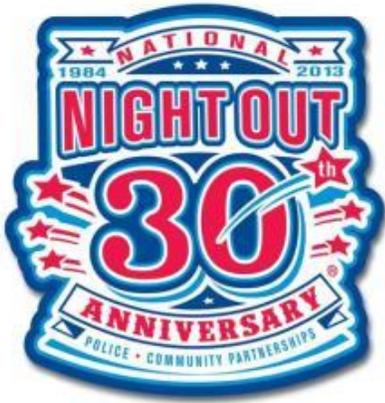
Driver Awareness Classes

Meeker County Sheriff's Office started the Drivers Awareness Program in 2005. The program has been a huge success and is well received by the public and our criminal justice partners. Created to educate drivers in the areas of traffic safety and traffic laws Driver Awareness Classes are recommended in lieu of a traffic citation. The cost of the class is **\$75**. Classes are held at the Meeker County Courthouse in the evenings on average of one class per month. In 2013 fees totaling **\$3,075** were collected for this program. From the inception of this program in 2005, there have been **1,140** people that were able to participate and **14%** of those were referred from Court, Probation, or the County or City Attorney's Offices.



National Night Out

On Tuesday, August 6th, the Meeker County Sheriff's Office participated in National Night Out/Night to Unite along with thousands of other law enforcement agencies across the United States. The Meeker County Sheriff's Office had its members out in the community, including patrol deputies, the Sheriff's Reserves, Mounted Posse, command staff, and Sheriff's Paramedics. The MCSO joined community fire departments in the contracted cities of Dassel, Grove City and Watkins. The MCSO attended several local neighborhood events in the Dassel and Clear Lake areas as well.



The main purpose of this night and events is to encourage citizens to be involved in their neighborhoods, and for law enforcement to establish and maintain communications working towards good public safety, and maintaining and building partnerships with the communities.

Drug Take Back Box

On, April 2, 2012, the Meeker County Sheriff's Office, in partnership with Meeker County Public Health and Litchfield Area Rural Partners in Prevention (LARPP), introduced "**Take It to the Box,**" a drug take-back program to Meeker County residents. This free service for county residents provides a safe and secure way to dispose of unneeded, unwanted, or expired prescription or over-the-counter medications. The drug box is accessible to the public to dispose of their medications 24 hours a day/7 days a week. The first year of this program, 2012, brought over **403** pounds of medications. For the year of 2013, the Meeker County Sheriff's Office collected over **571** pounds of medications.



Based upon the 2012 success of the "Take It to the Box" drug take-back box located in the Meeker County Law Enforcement Center, a second box was added to the Sheriff's Office Dassel sub-station in Dassel's City Hall. This drug box is available to the public 8 a. m. – 5 p. m. Monday – Thursday

and 8 a. m. – 1 p. m. on Friday. The new box location collected over **55** pounds of medications in less than 6 months. Added to the medications gathered in the Law Enforcement Center box, in 2013 the program amassed over **626** pounds of medications. Since the outset, the "Take it to the Box" program has safely accepted over **1,029** pounds of medication.

The Meeker County Sheriff's Office participated in the DEA sponsored National Drug Take-Back Day on October 26th, 2013. The National Prescription Drug Take-Back Day aims to provide a safe, convenient, and responsible means of disposing of prescription drugs, while educating the general public about the potential for abuse of medications. A part-time licensed deputy and a DEA Special Agent were stationed at the drug box location in the Litchfield Law Enforcement Center for a number of hours. In addition, a reserve deputy was stationed at the drug box location in Dassel. This allowed the DEA and the Meeker County Sheriff's Office in interact with and educate the public as they brought in prescription medications.



Speaking Events

The Sheriff's Office is invited to speak at many events and organizations. In 2013 the events we participated in include:

Babysitting Clinic – Safety Talk
Big Swan Lake Association
Bike Ride – Dassel Days
Caregivers Conference
Chief's Meeting (Fire & Rescue)
Council on Aging at St. Philip's Church
Dassel Bike Rodeo
Dassel-Cokato K-9 Demo
Dassel-Cokato Safe School Meeting
Driver Education
Eden Valley-Watkins 5K Run/Walk for Special Olympics
Eden Valley-Watkins School 5K Run/Walk
Eden Valley-Watkins School fingerprinting
K-9 Search at ACGC School
K-9 talk at Ripley Elementary School
Litchfield Business Expo – Reserves/fingerprinting
Litchfield Citywide Cleanup – Reserves
Long Lake – Lake Association
National Night Out – Reserves/Posse/K-9 Demo
Public Health – Litchfield School
Red Rooster Days Run/Walk
Rotary Club – CSO-P presentation
Safety/DARE presentation for Daycare
Salvation Army Bell Ringing at Walmart – Posse
Scams and Safety Talks for Citizens
School Safety presentations
Senior Citizen Talk – Project Lifesaver at Grove City
Senior Expo – Project Lifesaver
Watkins Car Show
Watkins Easter Egg Hunt – Reserves/fingerprinting
Wintercade Fishing Tournament



Project Lifesaver



The Meeker County Sheriff's Office brought Project Lifesaver/LoJack SafetyNet Services to Meeker County. Designed to track and rescue those with cognitive conditions who tend to wander, this service answers a critical need for people at risk of wandering, including those with Alzheimer's, autism, Down syndrome, and dementia.

After enrollment, a LoJack SafetyNet Personal Locator Unit (PLU) will be provided. The PLU is worn on the client's wrist or ankle. The PLU constantly emits a Radio Frequency signal, which can be tracked regardless of where the person has wandered - even into a densely wooded area, marsh, concrete structure such as a garage or steel building.

If a client goes missing, caregivers notify law enforcement. Deputies from the Sheriff's Office and other local law enforcement are dispatched to the client's last known area. With portable handheld LoJack SafetyNet Search and Rescue receivers, the client is located and returned to safety.



The Meeker County Sheriff's Office currently has **four (4)** clients enrolled in this program. Project Lifesaver helps to ease the stress on client's family members.

To enroll contact:

Captain Jon Thoma

320-693-5400

jon.thoma@co.meeker.mn.us



Meeker County Detention Center

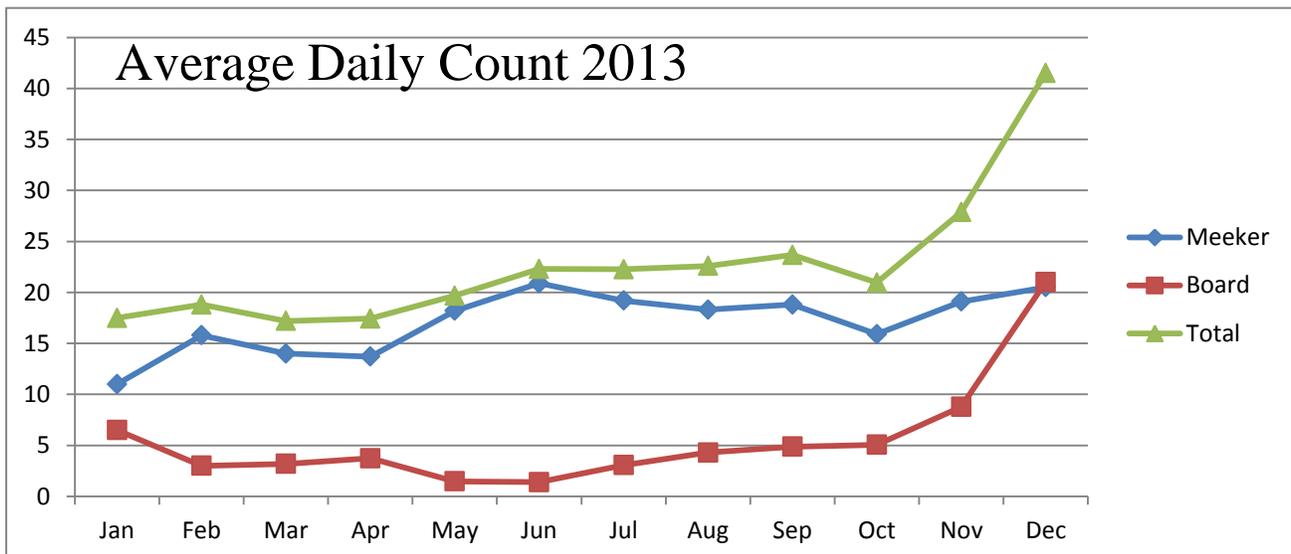
The Meeker County Detention Center underwent a year of transition in 2013. A revision to Minnesota Rules Chapter 2911, the legislative section that governs the operation of jail facilities, was released. The Jail Staff has been shuffled significantly with a new Jail Administrator, Jail Programmer, Jail Secretary and four new Part Time Officers. All continue to uphold the high standard set by their predecessors while identifying and implementing improvements to the operation of the facility. Last year, the Jail Control Board was upgraded to provide staff a higher degree of control over the facility. The camera system was also upgraded to allow jail staff a more flexible operating system as well as a higher level of camera coverage for the facility over all. Late in the year the facility was able to secure a Department of Corrections contract to house DOC offenders. This has significantly impacted county revenue generated by the jail.



At the Meeker County Jail we offer the following programs to our inmates:

- | | |
|------------------------|------------------------------------|
| 1. Let's Talk | 8. Anger Management |
| 2. Word of Life | 9. St. Paul's Bible Study – Men |
| 3. Gideons | 10. St. Paul's Bible Study – Women |
| 4. STD Class | 11. Scripture Reading |
| 5. Alcohol Anonymous | 12. Parenting Class |
| 6. Narcotics Anonymous | 13. GED |
| 7. Jehovah Witness | |

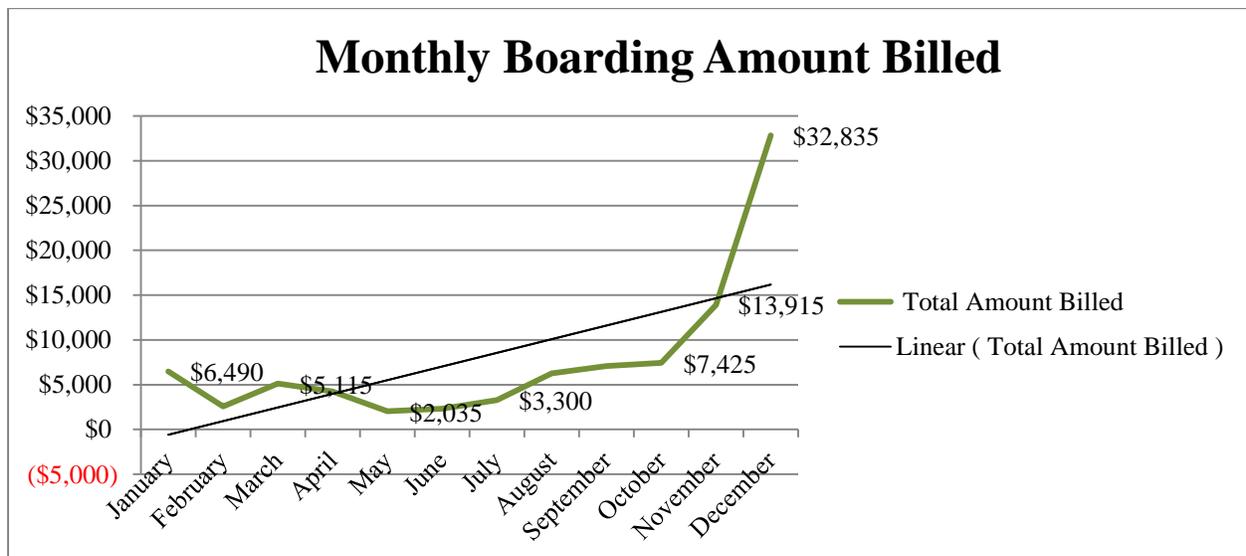
Average Daily Count

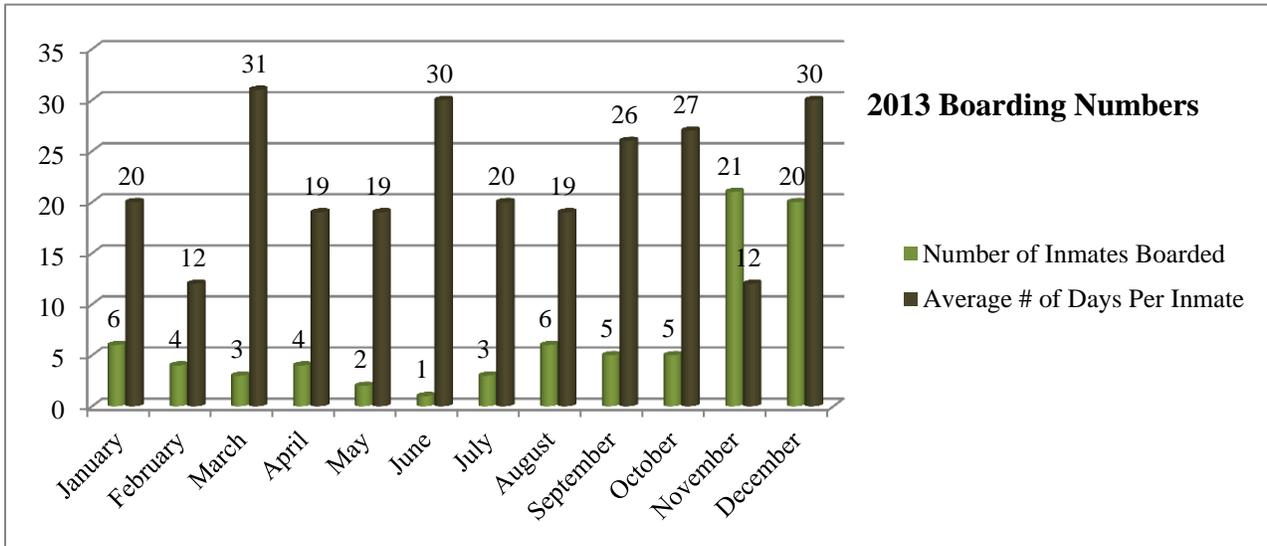


2013 Boarded Inmate Stats

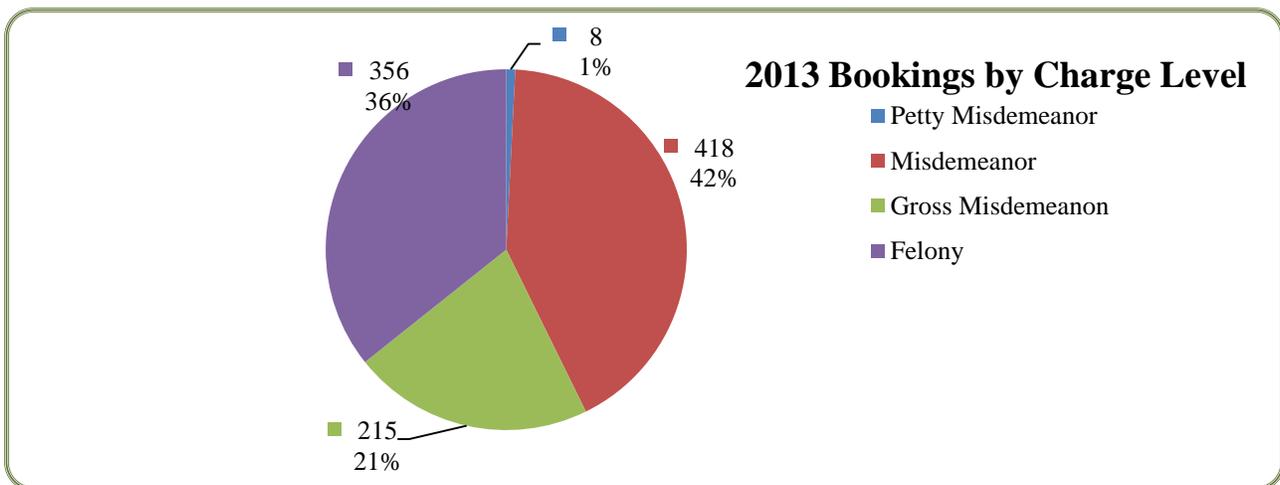
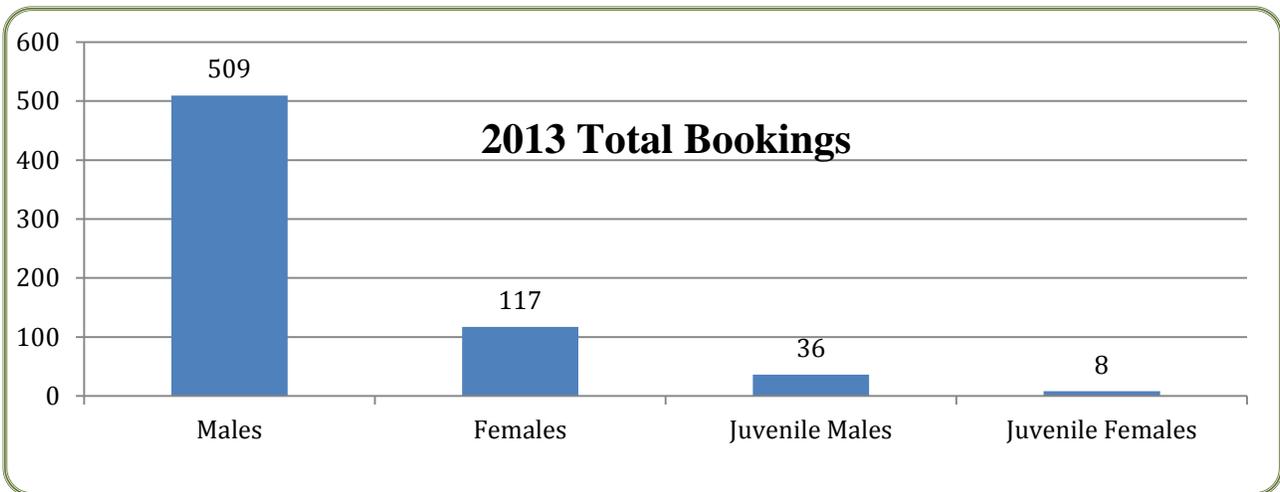
2013 Boarded Inmate Stats				
	# of Inmates Boarded	Average # of Days Per Inmate	Total # of Days Boarded	Total Amount Billed
January	6	20	118	\$ 6,490
February	4	12	47	\$ 2,585
March	3	31	93	\$ 5,115
April	4	19	77	\$ 4,235
May	2	19	37	\$ 2,035
June	1	30	30	\$ 1,650
July	3	20	60	\$ 3,300
August	6	19	114	\$ 6,270
September	5	26	129	\$ 7,095
October	5	27	135	\$ 7,425
November	21	12	253	\$ 13,915
December	20	30	597	\$ 32,835
Total	0		1,690	\$92,950.00

Boarded Inmates





Bookings



Gun Permits



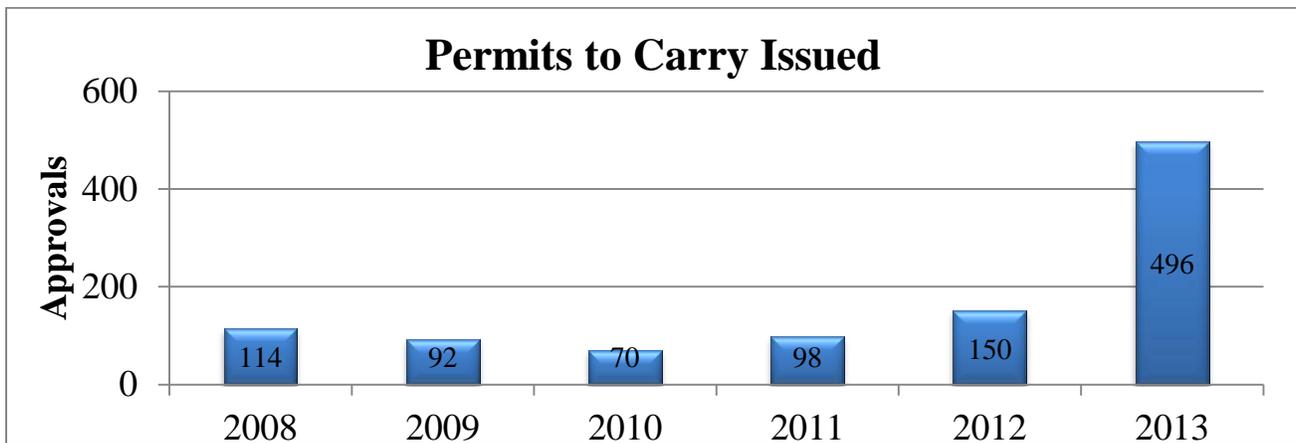
The Sheriff's Office issues two types of gun permits: Permit to Purchase/Transfer, valid for one year and the Permit to Carry a Pistol, valid for five years. For both applications a criminal background check and state human services check that looks for chemical abuse and/or mental health issues to include commitments are completed. In 2013 the Permit to Carry a Pistol application fee was lowered to **\$40.00**, renewals to **\$35.00**. For each Permit to Carry that is approved, by law, **\$10.00** for new and **\$5.00** for renewal applications is submitted to the MN Bureau of Criminal Apprehension (BCA).

Permits to Purchase

In the year 2013 there were **306** Permits to Purchase issued, **2** were denied.

Permits to Carry

The following chart shows the number of Carry Permits Issued in the last six years.



In 2013, 499 applications were submitted, 496 Permits to Carry were approved and 3 were denied. The total number of existing gun carry permits as of 2013 is 906.

Other Permits Issued or Approved

Liquor Licenses	27
Fireworks	1
Federal Firearms License Application (Collectors of Curios and Relics)	1
Registration of Firearms	0
Make and Register a Firearm	0
Dynamite License	0



NG911 - Next Generation 911 Services in Minnesota and Meeker County



The Meeker County Sheriff Office has just transitioned to the State of Minnesota's IP (wireless based 911) system through the Minnesota Department of Public Safety's Emergency Communication Network DPS-ECN. The Meeker County Sheriff's Office was awarded a grant for \$10,000 from the State of Minnesota to cover the costs of creating the backbone infrastructure for this system. This is a

big step toward a multi-year plan upgrade to Minnesota's (and the nation's) 911 system transition to wireless technology. This opens the door and is the gateway, so to speak, to wireless technology for the 911 system. In the future this upgrade will allow streaming video, texting, photos, and more to dispatch and responding units. Below are some questions and answers from DPS-ECN on this topic. (NOTE: PSAP means Public Safety Answering Point, our 911 center)

What exactly is Next Generation (NG911)?

Next Generation 911 (NG911) is the transition of the current statewide legacy 911 system to a modern Internet Protocol (IP) based system utilizing high speed data connectivity.

What is the Minnesota 911 Program doing to upgrade the state 911 network to NG911?

The Minnesota 911 Program has embarked on a three phase project that upgrades the existing 911 network infrastructure to a highly secure and reliable IP based backbone designed specifically for the transport of emergency requests for assistance. This project lays the groundwork that is vital to interoperability between PSAPs within the state. It will allow PSAPs to share critical data about a 911 caller and will eventually permit the transfer of crucial data nationwide. This infrastructure upgrade is necessary for the state to meet the public's expectations for 911 and future applications that will support the PSAP and aid callers.

Phase 1 will build interoperability between the two 911 service providers, CenturyLink and Independent Emergency Services LLC, (IES).

Phase 2 is a trial with a limited group of PSAPs to test the new IP network and IP router functionality, verify the installation process and ensure a solid migration plan.

Phase 3 is implementation of the high speed network statewide.

Why do we need to upgrade the current 911 network that has been reliable, secure, and operational for over 30 years?

The existing E911 system has been a success story for more than 30 years, but it has been stretched to its limit as wireless and Voice over Internet Protocol (VoIP) devices are now becoming the standard method for personal communications. New wireless and IP based communication devices are being developed at a rapid rate, offering capabilities such as text and video messaging. VoIP services allow you to take your computer with you wherever you go and make phone calls globally. A person on vacation in Mexico could make a 911 call but today there is no guarantee the 911 call would be answered by Mexican authorities. The call could end up being routed to the caller's home location Public Safety Answering Point (PSAP). These and other advancements in modern communications technology have created the need for a more advanced system to request and access emergency assistance. Unfortunately, the current 911 system was never intended to receive calls and data from new and emerging technologies. As a result, through cumbersome adaptations, the current 911 system is being asked to perform functions it was not designed to handle. The nation's 911 systems are in need of a significant overhaul. Demands to modernize the 911 system are coming from national leaders including the President, Federal Communications Commission (FCC) and U. S. Department of Transportation.

Will the PSAPs need to pay for the new IP network?

No. The 911 Program will pay the costs for the new IP 911 network. Additionally, there will be no non-recurring charges now or in the future for PSAPs to pay for additional channels to handle 911 calls. These funds are collected by the State in the form of fees from phone bills that provide funds for 911 phone service.





Meeker County Emergency Management

The Meeker County Emergency Management Department has multiple areas of responsibility to include planning, preparedness, mitigation, response and recovery. Our planning objectives and our response efforts focus on saving lives, protecting property, meeting the needs of victims, reducing the effects of an emergency on essential facilities and utilities and minimizing the disruption on our community's financial livelihood. Our preparedness process includes multiple plans, whole community input, other county agencies, neighboring county emergency managers and regional planning.

Our Emergency Operations Plan (EOP) is the backbone of our emergency management department. The purpose of this plan is to focus on capabilities and resources that could be used in our response to an emergency event. This plan includes general information and overview, annexes that elaborate on responsibility assignments and standard operating guidelines, all laid out in detail in order to coordinate our response and recovery. We annually review and update our EOP. We are on a four-year review/evaluation rotation to include peer review, county board review, regional review and state review.

Our Business Continuity Plan (Continuity of Operations Plan COOP) describes and provides policy and guidance to ensure continued services and functions essential to county offices and county services. This plan focuses on the possibility of the reduction of human resources (county staff). We will update and review in 2015.

Our Hazard Mitigation Plan is a county document but encompasses all cities and townships. This plan outlines county, city and township individual profiles, hazard profiles, risk assessments, mitigation strategies, mitigation goals and objectives. We are currently upgrading our plan and will look for state approval by the end of summer (2014). This plan is reviewed and updated every 5 years.



Our Threat and Hazard Identification and Risk Assessment Plan (THIRA) began in 2012. This plan is directed by FEMA and guided by MN Homeland Security and Emergency Management (HSEM). We evaluated specific threats and hazards and then discussed specific impacts, risks and vulnerability points. We then developed capability targets and desired outcomes based on those threats and risks. The plan is intended to focus on 31 core capabilities as identified by FEMA. Each year the THIRA is updated. Each year we focus on one specific core capability. We submit our updated THIRA to HSEM for approval.

Emergency Operation Center (EOC) management is an important preparedness objective under emergency management. In an event of huge proportion or a multi-jurisdictional event we need to be able to stand up our EOC within hours. Our department tests the “set-up” of our EOC annually in June. We plug everything in to include a fax machine, a copier, phones, laptops, overhead projectors, VTC equipment and radios and then we test the equipment. This simple act is very important as we keep abreast of any technical or communications problems and correct those issues before an actual emergency.



Meetings, exercises, drills, workshops, training, education and tabletops are all part of the preparedness process. We annually test objectives from our EOP and from the 31 federal core capabilities. Specifically, a monthly radio test with our HSEM region and the state EOC, public health directives, agricultural planning, Emergency Notification System testing, monthly VTC training, regional workshops, regional seminars and communications training.



We attend the public health quarterly meetings that are held with McLeod and Sibley Counties. These meetings involve emergency preparedness within the public health arena to include disease prevention and control, mass sheltering, mass vaccinations, mass fatality and surge planning. Our partnership with public health is vital in response and recovery. We also facilitate the Meeker County Health & Medical Team quarterly meetings that include Meeker County Emergency Management, Meeker County Public Health, Meeker Memorial Hospital, ACMC, long-term care facilities and a home healthcare agency.

We participate in a yearly National Incident Management Capability Assessment Support Tool (NIMCAST) update that is an online tool for HSEM to evaluate areas of need for emergency management.

Meeker County Emergency Management receives a yearly grant called Emergency Management Planning Grant (EMPG). The amount received is based on a state formula involving population and tax base. This money supports the salary base for our director and assistant. The EMPG allows HSEM to manage baseline requirements across the state so that all counties are equal at a certain level of preparedness.



Meeker County Emergency Management is actively involved in the HSEM Region IV which includes 18 counties and one tribe. We meet quarterly to discuss regional goals and objectives, HSEM updates, HSEM requirements, training and exercising opportunities, state, regional and local planning, and certification information. Glenn Elvecrog is our HSEM Regional Coordinator and we can call him for information or help and report directly to him for HSEM requirements. At this time, we have a regional planner that focuses on regional objectives, regional grants and the 31 federal core capabilities. The planner will meet with individual counties that need assistance to complete HSEM requirements. HSEM hosts an annual Governor's Conference, where we have an opportunity to take classes and listen to speakers.

Emergency Management performs public education. We talk about winter and spring weather dangers. We remind the public of siren usage and do monthly testing. We also participate in the statewide tornado drill. We attend the senior expo by hosting a booth and talking with seniors about personal preparedness issues. We attend the county fair, community meetings and speak at church functions.

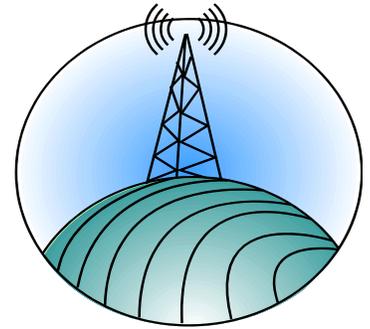


We continue to add outdoor warning sirens throughout the county. In 2013, we added warning sirens to Clear Lake, Lake Francis and Big Swan Lake. The planning process continues through the spring of 2014 to complete a siren at Collinwood Lake. The network of outdoor warning sirens throughout the county to include all cities totals **25**.

As an emergency manager we have an opportunity to be a member of the MN Association of Emergency Management (AMEM). AMEM membership not only includes county and city emergency management directors of Minnesota, first responders, radio specialists, HSEM staff, county and city staff but also many persons from the private sector that focus on preparedness and planning. AMEM sponsors a conference every fall that includes awesome speakers, classes and vendor information.

Communications Services

Communications Services had a very busy and productive 2013. Communications Specialist Randy Celander and two part-time Radio Technicians were able to complete many planned projects as well as unplanned ones that came along with day-to-day operations of the vast Communications System that Meeker County owns and operates.



The Allied Radio Matrix for Emergency Response system (ARMER) went through a major system-wide upgrade referred to as 7.13. This software/firmware upgrade was completed on our Dispatch radio consoles, 800 MHz repeaters, switches, routers, conventional gateways and logging recorder. We collaborated with Motorola and MNDOT technicians to accomplish this. The upgrade was necessary to keep the ARMER System current. After completion, we worked with MNDOT to increase the Litchfield simulcast system from three sites with seven channels to three sites with ten channels. These new channels allow for additional users and traffic on the system. Busy signals on the network prohibit lower priority users from accessing the system during peak traffic times. The equipment and licensing additions at the Dassel, Eden Valley and Litchfield simulcast sites were provided by MNDOT with no cost to the county. Communications Services time for aid in installation and coordination was the only county cost.

Keeping our equipment current means constantly performing programming updates on our consoles, control stations and subscriber portable and mobile radios. Currently there are 385 subscriber radios on the Meeker County Network. System management and administration of these subscriber radios is the responsibility of the Communications Specialist. This duty includes tracking radio inventory, programming changes, adding new radios to the system, providing ARMER required statistics, managing talk groups and talk group authorizations to and from other agencies. System management is also provided to Swift County, who is billed for radio and talk group additions on a per hour basis. Their system is monitored and watched for affiliation or network issues from our network management terminal.



Meeker County uses six VHF conventional radio transmitters for paging EMS, fire, rescue and weather warning sirens within the county. These six sites are solely maintained by Communications Services. The same is true for the county-owned microwave link from the Law Enforcement Center to the Litchfield ARMER site located west of Beckville.

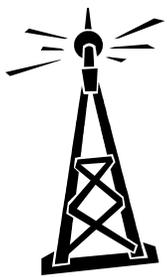
In 2013 **three (3)** weather warning stations were added: Clear Lake, Big Swan and Lake Francis. Star Lake, Minnebelle, Lake Washington and the Meeker County Park at Lake Koronis also have sirens. Meeker County Communication Specialists continue to provide maintenance on warning sirens located within the communities inside the county. There are **25** county and city sirens combined.

Communications Services was tasked with installing a satellite phone in the Dispatch Center to provide another layer of communications backup. Normally these phones must be used outdoors in an open area with a clear view of the sky to work. We installed a cradle for the phone, ran co-axial cable and installed two antennas on the Law Enforcement Center roof. This allows for use in Dispatch. The unit can be pulled and taken anywhere in the county to be used outside.



Communication Services works very closely with the IT Department. Tasks include day-to-day operations in the Dispatch Center and larger projects such as hardware installation and support in the Sheriff's fleet of vehicles. Hardware was installed in squads for three projects: ArchAngel, 2FA and mobile printers. Combined these projects allow higher security computer access, the ability to print citations in the field, and prohibit them from typing on their squad computer when their vehicle is moving faster than 10 mph.

With the use of an Emergency Management Grant we have begun the installation of a VHF repeater system for the ham radio operators in our area. The repeater is located at the LEC in Litchfield. We have two receiver sites in the county; one is located at Dassel and one at Eden Valley. We repurposed some of our old VHF conventional equipment previously removed from service in 2010 and purchased some additional equipment with the grant funds. This made for a very robust system.



Traditionally ham radio operators are the first on the scene to set up emergency communications and transmit important information to and from a disaster area. Operators assist during weather events, providing critical updates during and after. We have a VHF backup radio located at our 3rd Dispatch position. This radio is capable of communicating on ham frequencies. A ham operator placed at that position will gather information from field units and pass it along to Dispatchers.

Many local ham operators are Sky Warn trained and the local Ham Chapter receives weather information directly from the National Weather Service in Chanhassen. With this info, members are then alerted via e-mail and radio to keep an eye on conditions. Able to communicate via the Meeker Repeater within their group and outside our county,

operators will receive current reports from our neighbors to the West and Southwest. The reports received are then resent by the local group leader via radio to an information hub at Becker. Info is given directly to the National Weather Service. This real time reporting will benefit the National Weather Service in issuing warnings and keep the citizens of Meeker County informed and safe. The local chapter completes Emergency Preparedness Training every summer at the Litchfield Airport. The training involves assisting local government agencies and the public in disaster situations. The Meeker Ham Repeater will be used to coordinate the training and is a crucial tool in time of an actual disaster.

In 2013 Communications Services built three new squads for Meeker County Sheriff's Office and reconfigured several others. We built several new squads for other agencies including Appleton, Eden Valley and Litchfield Police Departments. We installed communications equipment in Meeker County Highway plow trucks, rescue vehicles and fire trucks.



Our primary goal each year is exactly the same as it has been since Communications Services began in 2009. We continue to provide the best possible services to all entities, while keeping the cost of those services low.

Impound and Forfeiture



In 2013 Meeker County Sheriff's Office impounded **56** vehicles. Vehicles are impounded for a variety of reasons. Some are involved in accidents, abandoned by the driver, or the driver was arrested for some reason including driving under the influence, driving while intoxicated, warrant, fleeing an officer, driving after revocation, driving after suspension,

etc. If the driver is charged, the level of offense may dictate the vehicle be processed for possible forfeiture.

In 2013 **\$3,800** in revenue was collected from 3 separate forfeitures completed during the year. A settlement agreement was reached on one vehicle and two others were sold to the junk yard once the forfeiture paperwork was complete. The Sheriff's Office nets 70% of the funds (expenses include eBay fees, tow fees, etc.). The remaining 30% goes to the



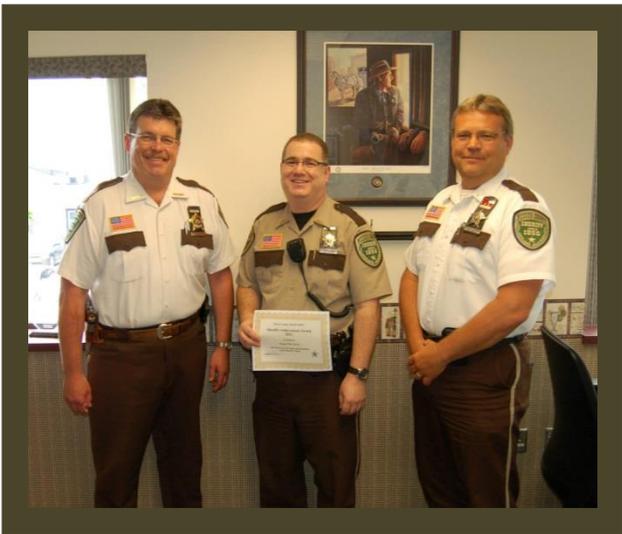
County Attorney, unless the vehicle was acquired with controlled substance charges in which case, 20% goes to the County Attorney and 10% goes to the State of Minnesota. In 2013 the Sheriff's Office portion totaled **\$2,660**.



Awards

The Meeker County Sheriff's Office has a Volunteer Awards Committee. Consisting of a cross section of the Sheriff's Office, it includes one staff person from the correctional staff, patrol/investigations, communications and one supervisor acting as a liaison. Employees with information relating to a specific action of an employee or citizen deserving of recognition are asked to inform their supervisor or a committee member.

Sheriff Norlin was pleased to present awards in June of 2013. A decoration is awarded annually in recognition of performance of duty, heroism, high achievement or service. Deputy Marc Berris was the recipient of the Sheriff's Achievement Award. Rebecca Miller received an Exceptional Service Award and two individuals, Deputy Bill Hudson and Litchfield Police Officer Aaron Nelson, were recognized for a life-saving event that occurred on February 17, 2013.



Sheriff Jeff Norlin

email: jeff.norlin@co.meeker.mn.us

Chief Deputy Bradley J. Lindgren

email: brad.lindgren@co.meeker.mn.us



326 North Ramsey Avenue
Litchfield, MN 55355

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Tip Line 320-693-5411

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Office of the Sheriff

June 25, 2013

Deputy Marc Berris
Meeker County Sheriff's Office
Litchfield, MN 55355

Re: Sheriff's Achievement Award 2012

Deputy Marc Berris has shown distinguished achievement, devotion to service, and professionalism to the Meeker County Sheriff's Office.

Deputy Berris was asked by this office for his assistance in the creation of the Meeker County Sheriff's Office Facebook page and Twitter account. Deputy Berris took on this project and continues to assist in maintaining and managing these accounts.

Since the creation of the Facebook page, thousands have visited the page for Office of the Meeker County Sheriff and it currently has over 600 likes. Assisting and maintaining the Facebook page requires a lot of time and attention, including posting on weekends and evening hours as our office operates 24 hours a day. It also requires a lot of interaction with administrators during this process. The Facebook page has been a great tool for our office as we have received tips that came from crime alerts, news releases, and requests for help from the public posted on the Facebook page. Many people have Facebook and Twitter accounts and keeping the information current and in real time requires quite a bit of attention. Deputy Berris has done an excellent job in doing so.

For those of you who do not know, Deputy Marc Berris is also a licensed attorney and works part time as a Deputy Sheriff for the Meeker County Sheriff's Office. Deputy Berris is also an expert as it relates to the areas of gun laws in Minnesota. As you may know, this area of the law has been at

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the forefront of the news and legislatures recently and Deputy Berris has given his talents and knowledge to our office by educating our clerical staff and licensed deputies on the subject and current laws. He has also assisted with the complicated calls and questions that our office or deputies may receive on firearms issues.

Deputy Berris has also taught and educated our office on autism and responding to calls for service related to autism issues. This is especially important to our deputies, as this is a topic that can receive little attention; however, are calls our deputies do respond to. Having extra knowledge and understanding about autism assists the deputies in better handling of these types of calls.

Deputy Berris has also made our office aware of the Wills For Heros program and was authorized to bring this program to our office for our staff. Creating a will can be an expensive and complicated process, or something that our staff may not even have thought of. This program has been beneficial to our staff.

Deputy Berris has always responded favorably to duties and tasks assigned to him, and he has volunteered a lot of his time and knowledge to better our office. Deputy Berris is a self-starter and is motivated to take on and follow through with any particular task he is asked to do. Deputy Berris has been a great asset to this office. Therefore, I am proud to present the Sheriff's Achievement Award to Deputy Marc Berris.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Norlin".

Jeff Norlin
Meeker County Sheriff

Sheriff Jeff Norlin

email: jeff.norlin@co.meeker.mn.us

Chief Deputy Bradley J. Lindgren

email: brad.lindgren@co.meeker.mn.us



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Office of the Sheriff

June 25, 2013

Rebecca Miller
Meeker County IT
Litchfield, MN 55355

Re: Exceptional Service Award 2012

Dear Rebecca Miller,

I would like to express my appreciation to you for your hard work and dedication to the Meeker County Sheriff's Office.

Your devotion to your job is apparent in all that you do throughout the entire Sheriff's Office - the dispatch center, squad room computers, MDT's, and the other areas throughout the department. You also work with other departments such as Social Services, the County Highway Department and the rest of the courthouse as required by your job description and supervisor.

Not only do you have lists of projects that are needed to be done immediately by several different agencies, but there are times you are required to put everything aside while you work on a high priority project. You are always willing to take the time out of your busy schedule to answer questions by e-mail, telephone, and in person. There are times during the day that you are needed to assist someone in fixing a problem that is important for their day to continue to flow smoothly; and although it may interrupt what you are working on or disrupt your schedule, you are always very willing to assist anyone that needs your help.

With your knowledge in your field of expertise, you are not only an asset to the agencies that you do work for, but you are also a very important and needed team member to each separate entity that you work for. For these reasons, I, Sheriff Jeff Norlin, award you with the Sheriff's Office Exceptional Service Award.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Norlin".

Jeff Norlin
Meeker County Sheriff

cc: Mary Spreiter

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Sheriff Jeff Norlin

email: jeff.norlin@co.meeker.mn.us

Chief Deputy Bradley J. Lindgren

email: brad.lindgren@co.meeker.mn.us



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Office of the Sheriff

June 25, 2013

Deputy Bill Hudson
Meeker County Sheriff's Office
Litchfield, MN 55355

Re: Life Saving Award

Dear Deputy Bill Hudson,

On February 17, 2013, at 0511 hours Meeker County Dispatch received a call of an unresponsive male located inside a residence located south of Litchfield. Meeker County Deputy Bill Hudson, Litchfield Rescue, and Gold Cross Ambulance were dispatched to the scene.

As Deputy Hudson was responding to the scene he requested that Litchfield Police Officer Aaron Nelson also respond. Deputy Hudson was the first to arrive at the residence. He moved the victim to the floor, hooked up an automated external defibrillator, and started CPR. When Officer Nelson arrived he assisted Deputy Hudson with CPR. The automated external defibrillator was used to administer two shocks to the victim. After the second shock the victim regained a pulse and started breathing on his own.

When Gold Cross Ambulance arrived the victim was transported to the Meeker Memorial Hospital and then air lifted to the St. Cloud Hospital for further treatment.

As Sheriff I am proud to present this award in recognition of the life-saving efforts which saved the life of this individual who had collapsed on February 17, 2013.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Norlin".

Jeff Norlin
Meeker County Sheriff

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Sheriff Jeff Norlin

email: jeff.norlin@co.meeker.mn.us

Chief Deputy Bradley J. Lindgren

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Office of the Sheriff

June 25, 2013

Aaron Nelson, Litchfield Police Officer
Litchfield, MN 55355

Re: Life Saving Award

Dear Officer Aaron Nelson,

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Sincerely,

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Jeff Norlin
Meeker County Sheriff

cc: Chief Patrick Fank

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Budget



In 2013 each division of the Meeker County Sheriff's Office operated under its budgeted amount. MCSO worked with approximately **275** different vendors. The following figures are taken from the end of year Revenue/Expenditure Budget Report which is distributed by the Auditor. The overall total was **99%** of the budgeted amount for 2013.

Department	Revenue	Expenditures	Net	Net % of Adopted Budget
Sheriff	1,034,514.73	4,178,624.87	3,144,110.14	98
Emergency Management	0*	82,849.85	82,849.85	123*
Enhanced 911	98,365.54	163,429.27	65,063.73	92
Wireless Communications	30,484.90	117,260.35	86,775.45	89
TOTALS	1,163,365.17	4,542,055.27	3,378,690.10	99

***It should be noted that we anticipated \$13,000 in grant money from Emergency Management Planning Grant for year 2013. The paperwork for that grant was received mid-December and was due in January 2014. Paperwork is finalized at this time and we were awarded \$21,561.00 for year 2013, but the money will not be received until 2014. If this money had been received in 2013 as anticipated then the Net % of Adopted Budget would have been 91% rather than 123.**



Sheriff's Contingent Fund for Drug and Alcohol Investigations

The Sheriff's Contingent Fund is created to be kept by the County Treasurer. One fourth of all money paid to the County Treasurer from fines for violations of Chapter 152 and 340A shall be credited to this fund. The Sheriff may expend money from this fund for the purpose of investigating and securing evidence of violations of Chapter 152, DWI violations and Chapter 340A. Money may be withdrawn from the fund by the Sheriff by order of the court. Any money in the fund over \$5,000.00 shall be transferred into the Meeker County General Fund. Sheriff Norlin has never used money from this fund. His belief is that funds needed for this purpose should be budgeted on an annual basis only. In January of 2014, the Sheriff's Office transferred **\$18,125.79** to the Meeker County General Fund.

Social Media a Success

In 2012 the Sheriff's Office went to social media on Twitter [@MeekerCoSheriff](#) and Facebook at [Office of the Meeker County Sheriff](#). Sheriff Norlin is pleased to announce that both of these endeavors are a huge success. In 2013 the Sheriff's Office nearly doubled its "likes" on Facebook. One of our recent posts relating to the weather during storm conditions received over **6,000** views within hours of its posting. These public information outlets have served the public by helping to solve crime within the county and notify residents, in real time, of important information in a professional manner. Sheriff Norlin asks you to take a moment and check these sites out, bookmark the site, request to receive notifications via e-mail and "like" us if you approve.

Social Media is part of an overall approach to best connect with the public. This approach also includes: teaching educational programs, community talks and events hosted by the Sheriff's Office, daily and weekly news releases, community specific crime e-mail alerts, on-line and call in TIP lines, to name a few. It should be noted that Facebook and Twitter is maintained by volunteers at no cost to the tax payers.



Office of the Meeker County Sheriff



In honor of past deputies and sheriffs that served Meeker County, the Meeker County Sheriff's Office retrofitted its 2013 Ford Interceptor to resemble a patrol car from an earlier time. With a single light on top, a brown-and-white color scheme and traditional sheriff's star & lettering, the car is a tribute to those who have served the citizens of Meeker County. This squad, however, with its vintage flavor is complete with today's technology. The retrofitted squad debuted at the Litchfield Watercade Parade in July 2012, driven by Sheriff Norlin, and can be seen on regular patrol around Meeker County.

The Meeker County Sheriff's Office and information to and from the public:

The Meeker County Sheriff's Office Communicates with the public in many forms, obviously through the Dispatch Center, interaction with the Deputies and Investigators on a daily basis, through programs such as DARE, youth education programs, community talks, presentations, and other public meetings. The flow of information is targeted through additional means as noted here:

Every business day morning the Sheriff's Office releases to all of the county's media outlets, The Daily News. The Daily News is a record of the previous 24 hours of public Calls For Service this office has responded to. Each week the Sheriff's Office releases a recap of the week's public Calls for Service that this office has responded to called The Weekly News. In



addition, individual news releases are issued for serious incidents such as personal injury, fatal vehicle crashes, major arrests, serious incidents responded to such as large structure fires, public informational items like scam attempts in the area, thefts in the area of scrap iron, etc. The Sheriff's Office will put out releases relative to educational programs taught by deputies including firearms or snowmobile or ATV training, as well as awards issued by this office for life saving, etc.



The Sheriff's Office has established a Meeker County Crime Alert e-mail system with over 500 citizens participating individually and through organized associations throughout the county. These alerts provide neighborhood/lake associations a way to quickly disseminate specific information to be aware of. Attentive citizens watch for targeted behaviors and suspicious activity.

The Sheriff's Office has its own confidential tip line. Any citizen can call with information they feel the Sheriff's Office should be aware of. The Sheriff's Office Confidential tip number is **(320) 693-5411**.



The Sheriff's Office has partnered with Crime Stoppers of MN. This organization relays tips back to this Office for follow up. The Crime Stoppers tip number is **1-800-222 TIPS (8477)**.

You may also go online www.co.meeker.mn.us, to the Sheriff's page, and report your tip via the internet or by clicking on the Crime Stoppers logo or text your tip to "TIP674 plus your message" to CRIMES (274637).

