Minneapolis Police Department Policy and Procedure Manual

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Volume One - Departmental Management

Department Organization and Functions

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The Minneapolis Police Department

A.Organizational Components

The Department is organized by function into bureaus. Each bureau is divided into divisions, precincts, units, sections and programs. A division or precinct may contain several units or functions. Each organizational component of the Department shall be under the direct command of only one supervisor. The MPD Organization Chart shall be updated as determined by the Chief of Police.

B.Other City Departments

1.MPD Support by Other City Departments

The City of Minneapolis supports its various departments and divisions through the cross-over assignment of support staff to assist individual departments. In the MPD, support departments include the following:

- City Attorney – reports to the Chief of Police
- Communications – reports to the Assistant Chief of Police
- Finance – reports to Director of Financial Operations
- Human Resources – reports to Deputy Chief, Professional Standards Bureau

2.Office of Police Conduct Review (OPCR)

The Office of Police Conduct Review (OPCR) is a neutral agency that investigates allegations of police misconduct made to the City of Minneapolis.

3.Minneapolis Emergency Communications Center

Minneapolis Emergency Communications Center (MECC) is responsible for receiving all 9-1-1 calls for police, fire and emergency medical assistance. MECC coordinates the deployment of police officers and vehicles and provides communication assistance to officers in the field. MECC reports to the MECC User Board, consisting of the City Coordinator, Chief of Police, Chief of Fire and a Hennepin County representative.

4.Minneapolis 311 Operations

The Minneapolis 311 Operations Center fields informational calls for all City departments. They forward case work and citizen requests to various areas of the Department, including the Precincts, Internal Affairs, Police Administration, and ISAC (Intelligence Sharing and Analysis Center). Minneapolis 311 Operations report to the City Coordinator.

Amending the Organizational Structure

A. Amendments to the Department's organizational structure (i.e., creating a new unit or division, eliminating or combining a unit or division) must be approved by the Chief of Police through an Organizational Change Order.

B. The organizational change shall be reviewed as follows:

1. The Deputy Chiefs, Inspectors and Commanders affected by the change shall review any proposed changes.

2. City Finance/Payroll must make the appropriate code changes for budgeting and financial reporting purposes. Also, the payroll records must be changed so that personnel are charged to the appropriate area.

3. MPD Administrative Services is responsible for updating employee personnel records with any assignment changes.

4. The Research & Policy Development unit is responsible for updating the MPD Policy and Procedure Manual and Organizational Chart.

Department Organizational Structure

A.Administration

1. The Police Administration is made up of the following positions: Chief of Police, Assistant Chief of Police, Deputy Chief of Staff, Deputy Chief of Patrol, Deputy Chief of Investigations and Deputy Chief of Professional Standards.

2. The Director of Financial Operations and Public Information Officers report to the Assistant Chief of Police.

3. Most Minneapolis Police Department operations are located within three Bureaus. The remaining specialized operations report directly to the Administration. The three Bureaus are as follows:

- Patrol Bureau
- Investigations Bureau
- Professional Standards Bureau

4. The Chief of Police may organize and staff committees and boards to perform special tasks for the Department. The composition of the committee or board depends upon the issues or circumstances to be reviewed.

B.Administrative Sections Under Administration

1.Chief's Detail

The Chief's Detail is comprised of professional staff who provide administrative and support services for the Chief's office.

2.Chaplain Program

The community clergy of the Chaplain Program contract with the MPD to provide spiritual care and support services to MPD employees and to the citizens of Minneapolis. This program is overseen by the Assistant Chief.

3.Financial Operations

Financial Operations supports all MPD operations including accounting, contract management, grant management, financial planning, budgeting, and reporting.

a.Police Stores

The Police Stores function facilitates the procurement, inventory and disbursement of all (non-vehicular) equipment and supplies for the Department (including police radios and cell phones).

4.Health & Wellness

The Health and Wellness function serves as liaison to employees, city doctors, outside medical facilities and other agencies for work-related employee health information. This function also coordinates activities for employees (such as health screenings, etc.).

5.PIO

This Public Information Office is responsible for providing information to the community. The team manages the MPD's social media accounts and coordinates data practices requests made by journalists. Public Information officers also respond to major incidents to provide information to the public.

C.Investigations Bureau

1.Organization and Functions of the Investigations Bureau

The Investigations Bureau is made up of the Forensics Division, the Special Crimes Investigations Division and the Violent Crimes Investigations Division.

2.Forensics Division

The MPD Forensics Division (Crime Lab) management team and its members are committed to providing quality and professional forensic services for all requesting agencies and divisions in a timely and proficient manner. The Forensics Division conducts casework in the following areas:

- Computer Forensics
- Field Operations (Car 21 - crime scene processing, Friction Ridge Impressions, AFIS, and footwear)
- Firearms and Toolmarks
- Forensic Garage
- Video Forensics

The Forensics Division assists in the investigation of a wide range of crimes including, but not limited to burglaries, robberies, and homicides.
The Forensics Division Director is responsible for planning, coordinating, and managing the activities of the Forensics Division, including supervision, establishing policies, and procedures to ensure lab results meet established standards, and ensuring that lab resources are used efficiently. The Director reports to the Deputy Chief of the Investigations Bureau.

a.Forensics Management

The Forensics Management supervises, oversees, and assists Forensics Division members engaged in the investigation, examination and analysis of evidence in the AFIS, Field Operations and Forensic Garage sections.

i.Forensics AFIS

The Forensics AFIS section examines and makes identifications on latent prints using access to various fingerprint databases.

ii.Forensics Field Operations

The Forensics Field Operations section examines, documents, processes, and collects evidence at crime scenes and in the laboratory. Personnel also examine friction ridge impressions (FRI's). A sub-discipline of the Field Operations section is footwear impression examination.

iii.Forensics Garage

The Forensics Garage section processes vehicles used in crimes and suspected stolen vehicles.

b.Forensics Supervisor

The Forensics Supervisor/Sergeant supervises, oversees, and assists Forensics Division members engaged in the investigation, examination and analysis of evidence in the Computer Forensics, Firearms and Toolmarks, and Video Forensics Sections.

i.Forensics Computer

The Forensics Computer section performs forensic examinations on items, such as computers, thumb drives, and cellular phones. In addition to their forensic duties, examiners also conduct criminal investigations involving the distribution, manufacturing, and possession of child sexual assault material.

ii.Forensics Firearms

The Forensics Firearms and Tool Mark section performs examinations on firearm and toolmark evidence as well as manages the National Integrated Ballistics Information Network (NIBIN) program for the MPD.

iii.Forensics Video

The Forensics Video section personnel analyze video for evidentiary content, isolate and enhance still video images, perform analog to digital conversion, make video viewable on City network computers, perform audio analysis, recover video from DVRs, perform comparative analysis and prepare timelines.

c.Forensics Quality Assurance

The Quality Administrator oversees the ANSI National Accreditation Board (ANAB) accreditation of the lab and ensures compliance with all technical standards associated with the operation of the Forensics Division.

3.Special Crimes Investigations Division

These units in the Special Crimes Investigations Division work with community partners and social service agencies to ensure violators are found and prosecuted. The teams also focus on ensuring victims receive compassionate and thoughtful service.

a.Crimes Against Children

The Crimes Against Children unit investigates cases involving adult or juvenile suspects for crimes of child abuse, physical or sexual abuse, child endangerment, neglect, deprivation of parental rights and parental kidnapping.

b.Domestic Assault

The Domestic Assault unit investigates cases involving adult suspects and adult victims for the crimes of domestic assault.

c.Juvenile Investigations

The Juvenile Investigations unit investigates Robbery, Assault (including domestic assault) and missing person cases in which the offender is under 18 years of age. The unit provides processing services and short-term detention for arrested juveniles. The unit maintains all runaway and missing juvenile files and serves as the central repository for juvenile criminal history records. The unit also offers diversion options and tracking for first time juvenile offenders of low-level offenses.

i.Juvenile Missing and Absentee Investigations

This program works to identify runaway and other missing youth and to return them to a safe environment as well as the investigation of juvenile sex trafficking.

d.License Investigation

The License Investigation unit, in cooperation with other City departments and State agencies, investigates applicants for various business licenses and permits issued by the City of Minneapolis, such as those governing the sale of alcoholic beverages, pawn shops and second-hand stores, charitable gaming activities, and permits to purchase handguns. The unit also helps monitor and regulate the operation of businesses holding these licenses and permits. (Note: Permits to carry a handgun are issued through Hennepin County.)
The License Investigation unit also maintains a cost accounting system for Federal and State grants and non-grant projects and a tracking system for Federal, State, DWI & MPD forfeitures.

i.Auto Theft Prevention (ATP)

The ATP section coordinates ‘bait vehicles’ for use in deterring vehicle thefts.

ii.Financial Crimes Unit

The Financial Crimes unit investigates financial crimes consisting of forgery, financial transaction card fraud (unauthorized use of credit, check, debit and EBT/Electronic Benefits Transfer cards or account numbers), theft by swindle (scams, con games and misrepresentation), identity theft, and embezzlement.

iii.Narcotics Unit

The Narcotics unit investigates in-custody cases involving adult suspects for the illegal selling, buying and possession of dangerous drugs or narcotics. The Narcotics Unit is also responsible for the tracking of narcotic asset forfeitures.

iv.VOTF- DEA TF

The Violent Offender Task Force (VOTF) function supports investigations by coordinating suspect information with a focus on arresting recidivist or violent criminal suspects.

v.Vulnerable Adult section

The Vulnerable Adult section investigates cases involving adult or juvenile suspects for crimes committed against vulnerable adults as described by statute. These crimes include forgery, fraud and financial exploitation.

e.Sex Crimes

The Sex Crimes unit investigates cases involving adult suspects and most juvenile suspects for the crimes of sexual assault, non-familial child molestation, indecent exposure, luring and non-domestic related stalking cases.

i.BCA Human Trafficking Task Force

The BCA Human Trafficking Investigators Task Force employs innovative strategies to identify and rescue victims of organized sex trafficking, which may involve investigating cases, arresting and charging the perpetrators and participating in their prosecution.

ii.Predator Offender Registration Section

The Predator Offender Registration section handles Predatory Offender registrations and coordinates Level III Sex Offender community notification meetings.

f.Traffic Investigations

The Traffic Investigations unit investigates serious injury and fatal accidents, Hit-and-Run Accidents with Injuries, Pursuits and Squad Accidents. Traffic Investigations also investigates Auto Insurance Fraud cases, maps accident scenes, and provides assistance to the Forensics Division, Homicide and other units with measuring and recording serious crime scenes.

i.Arson

The Arson unit reports to the Traffic Investigations lieutenant. The Arson unit investigates cases involving fires of suspicious origins and works closely with the Minneapolis Fire Department’s Fire Examiners.

g.U-Visa

The U-Visa function manages, processes, and tracks all U-Visa applications. The unit also collaborates with intergovernmental agencies surrounding issues and concerns of the immigrant and refugee community.

4.Violent Crimes Investigations Division

The Violent Crimes Investigation Division consists of a Commander and an Analyst that work to find and bring to justice those who commit violent crimes. The units in this division work with members of the community to reduce violent crime in Minneapolis.

a.Assault

The Assault unit investigates cases involving Third Degree Assault (significant bodily harm) or greater.

i.Violent Crimes Investigation Team

The VCIT unit investigates cases involving shootings.

b.Criminal Investigation Adm

The office support personnel in this unit support police investigations.

c.Homicide

The Homicide unit investigates cases involving adult and juvenile suspects for the crime of murder. The unit also investigates non-parental kidnappings, and works with Traffic Accident Investigations on fatal hit-and-run vehicle accidents. They review deaths reported to the police including: suicides and attempted suicides, non-vehicular accidents and drug overdoses. The Homicide unit investigates MPD employee involved critical incidents.

i.FBI Cold Case Liaison

The Homicide unit is relentless in pursuing justice for friends and relatives of homicide victims, and that includes unsolved cases from many years ago. The MPD is always looking for new information on “cold cases,” and the Liaison is part of a team where resources are collaboratively dedicated by the MPD, the Hennepin County Attorney’s Office and the Federal Bureau of Investigation.

ii.Violent Criminal Apprehension Team (VCAT)

The primary role of VCAT is to support the Violent Crimes Investigations Division with locating and apprehending violent criminal suspects. VCAT also assists other law enforcement agencies with violent criminal apprehensions.

d.Robbery

The Robbery unit investigates robbery incidents involving adult suspects. The unit members participate in joint investigations of financial institution robberies with the FBI, Metro Robbery Task Forces and proactive robbery suspect projects.

D.Patrol Bureau

1.Organization and Functions of the Patrol Bureau

The Patrol Bureau provides effective and efficient response to calls for service and enforces laws with specific emphasis on community policing, street crime and traffic safety. The Patrol Bureau is made up of five Police Precincts, the Special Operations Division and CCP/SAFE Central.

2.Precincts

The five precincts provide police services for the people who live in, work in and visit the city of Minneapolis. Each precinct consists of the following functions:

a.Patrol Sector

Patrol Sector functions include primary response to emergency and non-emergency calls for service, directed patrols, apprehending offenders, preventing and deterring crime, initially investigating and gathering evidence at crime scenes, and maintaining order within the community.
The Patrol Sector may use a variety of options to enhance the effectiveness of motor patrol and 911 responses including directed patrol, canine, walking, bicycle and motorized beats; coordinating business and community needs with other areas of the Department and participating in community meetings and directed assignments.

i.Neighborhood Directed Patrol

The Directed Patrol function provides officer presence and response to areas requiring increased police services based upon crime patterns and community need.

b.Crime Analysts

The Crime Analysis team helps MPD respond to crime patterns and criminal activity throughout the city.

c.Community Response Unit

The functions of the Community Response Units are designated by each precinct Inspector.

d.Community Response Team

The Community Response Team is a mobile flexible force that is available for assignment in uniform or plain clothes on a priority basis. Assignments may include, but are not limited to: drug suppression, vice control, surveillance, crowd control, high crime or crime specific patrol. They serve as a primary responder to events and demonstrations that have the potential for civil disorder. (Note: Precincts may coordinate with other teams as situations dictate.)

e.Precinct Investigation Units

Precinct Investigations Unit functions include gathering evidence, identifying and apprehending offenders and preparing cases for prosecution on all burglary, theft and damage to property cases and auto-related crimes. They are responsible for following up on adult missing persons reports.

f.CCP/SAFE

Community Crime Prevention/SAFE Central is responsible for coordinating citywide crime prevention programs such as National Night Out and Rental Property Owner Workshops. CCP/SAFE Central also supports various precinct-based crime prevention and problem-solving programs by overseeing the nuisance conduct on premise enforcement process, maintaining crime prevention volunteer databases, creating crime alerts, designing and printing crime prevention materials, updating and maintaining crime prevention Web pages and fulfilling requests for Calls for Service reports.

g.BRRT

The Bicycle Rapid Response Team (BRRT) is a group of specifically trained bike patrol officers and supervisors that can effectively provide a community-based patrol presence on bicycles. These teams specialize in managing crowds, protests, demonstrations, special events, disasters, sporting events, search and rescue operations and reconnaissance missions. They provide security and protection for those who live in, work in or visit the city of Minneapolis.

h.Mounted Patrol

The Mounted Patrol unit works efficiently and effectively in crowd control situations utilizing the size and ability of the horses. The Mounted Patrol unit also connects with the community while on patrol and at many community events.

i.Call Center

Call Center utilizes employees to take city-wide police reports remotely by phone to help alleviate the calls for service to marked 911 units. Employees who are on light duty status or other non-full duty status may be utilized in this capacity.

3.Strategic Operations Division

The Strategic Operations Division is a Hybrid Division comprised of plainclothes investigators, uniformed patrol officers and civilian analysts. Investigations are conducted using data, sources of information and forensics to focus on those individuals or groups that are believed to be participating in gun related crimes within the city of Minneapolis or that have a nexus to the city of Minneapolis. Investigators will present criminal investigations to the most appropriate State or Federal prosecuting office.

a.Firearms Release Unit

The purpose of the Firearms Release program is to have a single source point of contact that will help to ensure all federal, state and local ordinances are being followed as required of law enforcement agencies that have seized or taken custody of a person's firearm. Day-to-day operation of this position requires daily contact with public as well as investigators, attorneys, and property and evidence management. Improper release of firearms has resulted in civil litigation and is an extremely important function. This is one of several reasons this position is staffed with a Lieutenant who has both authority and a higher level of understanding required to process complex laws and administrative requirements associated with the release of firearms.

b.Gun Investigations Unit

The Gun Investigations section is responsible for facilitating criminal investigations of those people who are in-custody for violating weapons offenses. Investigators assigned to this group also initiate proactive investigations designed to disrupt criminal activity associate with gun related crimes.

c.Strategic Analysis

The Strategic Analysis team helps MPD direct resources in response to crime patterns and criminal activity throughout the city.

E.Professional Standards Bureau

1.Organization and Functions of the Professional Standards Bureau

The Professional Standards Bureau supports the Chief's Administrative Detail, Patrol Bureau and Investigations Bureau through management of personnel, training, vehicles, equipment, information and technology.

2.Administrative Services Division

The Administrative Services Division supports the Department through providing internal administrative processes including Health and Wellness and Personnel Leaves. The division also maintains administrative records for employees assigned to the Minneapolis Police Officers Federation.

a.Early Intervention System (EIS)

The MPD's Early Intervention System (EIS) helps ensure each employee's performance is appropriate for their assignment, training, experience and factors that are unique to each person. EIS is meant to give employees notice that their performance isn't meeting MPD standard and to give them the opportunity and the resources necessary to bring their performance to a level that reflects the Department's professional service standards.

b.Federation/PFOM

The Federation/PFOM function includes union representatives assigned to the Federation on a full-time basis.

c.Health and Safety

The Health and Safety Coordinator manages the medical processes that support employees during periods of injury or illness that can impact them at work, while on leave or returning to work. The Coordinator also develops and manages safety and health related programs within the MPD and in collaboration with other City departments and external partners.

d.Mayor's Detail

The Mayor's Detail is the protection detail assigned to the Mayor of Minneapolis.

e.Personnel Leaves

The Personnel Leaves function is a record of employees on long-term leaves of absence.

f.Quality Assurance Unit

The Quality Assurance Unit is responsible for oversight, assuring compliance, and effective operations of all functions, policies and directives of the MPD.

g.Research & Policy Development

The Research and Policy Development (R&D) function develops and implements new policies and provides on-going maintenance and updates for current policies. R&D performs research and analysis of various functions within the MPD at the direction of the Administration. R&D also oversees the off-duty approval process, and handles personnel data requests.

3.Chief's Special Detail

The Chief's Special Detail section supports professional standards processes and handles special projects as needed.

4.Internal Affairs

The Internal Affairs unit records and investigates complaints from citizens, Department employees and outside agencies concerning the conduct and actions of Minneapolis Police Department employees.
The Internal Affairs unit provides investigative support to all critical incidents and may also be assigned investigations into employee misconduct or other areas by the Administration.
The Internal Affairs unit is also responsible for maintaining the confidentiality of internal affairs investigations and records.

5.Special Projects

The Special Projects function develops and implements new policies and provides on-going maintenance and updates for current policies. Special Projects coordinates with other City partners on initiatives of the Chief.

6.Technology and Support Services Division

Technology and Support Services Division oversees and facilitates MPD's technology needs. This includes computers and software, cellphones, body cameras and fleet related technology. The division also oversees the Records Information unit, Property and Evidence unit, and Fleet Management.

a.Business Technology Unit

The Business Technology Unit acts as a liaison between the MPD and Business Information Systems (BIS) and provides the following services:

- Coordination, leadership and Information Technology (IT) knowledge in defining MPD IT projects.

- User support for network-based applications that are unique to the MPD, including: PIMS, MPD Workforce Director and the CityTalk Intranet site.
- Coordination of access to MPD applications for department users and external and agencies.

b.Support Services

The Support Services section provides records management, property and evidence intake and fleet management for the Department.

i.Fleet Services

The Police Equipment Specialist (Fleet Manager) oversees the management and assignment of all vehicles (marked and unmarked) in the MPD fleet. The Specialist serves as the liaison to the Public Works Department on fleet issues.

ii.Property & Evidence

The Property and Evidence unit handles the inventory, documentation, storage, release and disposal of all recovered property and items held as evidence.

iii.Records Support

The Records Support section includes the Records Information unit (RIU).

a. Records Information
The Records Information unit (RIU) oversees the organization, retention and dissemination of all MPD records. RIU is the point of contact for all MPD public data requests.

7.Training Division

The Training Division focuses on the professional development of every employee at every level.

a.Procedural Justice Unit

The Procedural Justice Unit leads all MPD officers and non-sworn personnel in identifying strategic and tactical ways to improve public trust through every interaction with members of the community. The unit also actively engages communities in ways that reflect the four pillars of Procedural Justice.

i.Backgrounds

The Background function provides background investigation services for all potential sworn and civilian employees for the Police Department.

a. Court Liaison
The Court Liaison communicates with the County Attorney's office to ensure timely information and subpoenas are tracked and forwarded to Department employees. They coordinate the scheduling of officers for court and the issuance of court related overtime.

ii.Community Engagement Team

The Community Engagement Team (CET) is designed to build and develop positive and ongoing relationships with members of the community. The community and the police department benefit as CET staff engages in positive contacts. Informational meetings to inform the public about department policy and procedures are a key component to the team's success.

a. Police Athletic League (PAL)
The Police Athletic League (PAL) is an organization created to facilitate and develop positive relationships between Minneapolis youth and Minneapolis Police. PAL offers various sporting, educational, social and community events at which MPD employees may participate.

iii.CSO Program

CSOs are civilian employees who are in the process of becoming recruit officers. During the CSO tenure, they work in various non-enforcement positions while completing their academic and other law enforcement requirements.

iv.Homeless and Vulnerable Population Initiative

This initiative serves as a link between the homeless and social service agencies which connect the homeless to valuable resources.

v.Recruitment

The Recruitment unit focuses on MPD's commitment to recruiting highly qualified and diverse candidates.

b.Training Unit-Academy & FTO Program

The Academy and FTO Program area provides training for new recruit and cadet officers through the MPD Academy.

i.Academy

The MPD Academy provides training for new recruit officers.

ii.FTO Program

This FTO Program partners a recruit officer with an officer who trains and evaluates them in the field after they have completed the recruit academy.

c.Training Unit- Leadership Development & Specialty Programs

The Leadership Development and Specialty Programs section of the Training Division provides ongoing education and skill development for the MPD workforce.

i.Supervisor's Orientation

Newly promoted sergeants in both investigation and patrol go through an orientation period prior to a permanent assignment and are assigned to Supervisor's Orientation during this period.

d.Training Unit-Use of Force & Patrol Operations Programs

The Use of Force and Patrol Operations Programs section of the Training Division provides specialized instruction and skill development programs for defensive tactics, firearms and patrol response.

F.Special Operations & Intelligence Division

The Special Operations & Intelligence Division supports strategic, tactical and unique operational needs to coordinate emergency response demands of the police department.

1.Special Operations Unit

The Special Operations unit provides specialized support to patrol functions and the community.

a.Bomb

The Bomb squad is made up of full-time and collateral-duty FBI-certified bomb technicians who respond to all explosive related incidents throughout the city. The bomb squad maintains an on-call team to respond to calls twenty-four hours a day. The bomb squad also responds to calls for service outside of Minneapolis as requested by the State of Minnesota.

b.Canine

The Canine (K9) unit partners an officer with a trained canine (dog). The Canine unit supports law enforcement actions of the MPD by assisting with suspect and missing person tracking; building, area and vehicle searches; as well as drug and explosive detection.

c.Crisis Negotiations

The Crisis Negotiations team is a voluntary team made up of collateral-duty officers from various assignments within the Department. Negotiators are available twenty-four hours a day and upon request will respond to Operation 100s, barricaded subjects threatening violence, hostage situations or other protracted crisis situations. The goal of negotiations is to achieve a peaceful resolution through effective negotiation techniques when possible and to support tactical strategies.

d.Emergency Preparedness Unit (EPU)

The Emergency Preparedness employee liaises with Homeland Security, manages special events, and works with the National Incident Management System.

i.Special Events Dignitary Protection Reserves

The Special Events function coordinates Police and Police Reserve details for large scale activities throughout the city. Special Events coordinates efforts with all City departments, other jurisdictions, private businesses and local, state and national officials. The Special Events function is responsible for coordinating Dignitary Protection requirements.

e.Mobile Field Force

The Mobile Field Force is a group of employees trained in large scale crowd management and civil unrest. This is a secondary designation for sworn personnel.

f.Strike Teams

The Strike Teams are highly mobile teams that work in concert with SWAT CART teams to provide flexible and mobile responses to civil unrest and other emergent incidents. This is a secondary designation for sworn personnel.

g.SWAT Unit

The voluntary SWAT Unit includes full time and collateral duty officers who receive advanced and specialized training. SWAT trains and equips Rifle, Chemical Munitions, Entry, Mobile Command/Technical Support, Logistics, Crisis Negotiations and Medical Support Teams.

i.Tactical

The SWAT Tactical function provides a tactical and operational response for situations that exceed the scope of patrol officers. These include barricaded suspects, snipers, hostage situations and other potentially volatile situations. SWAT serves high-risk arrest search warrants. SWAT is available as a resource to assist with or assume control of large civil disturbances and other events at the direction of the Chief of Police or the Chief's designee.

ii.Mobile Command

The Mobile Command team fulfills a support function within SWAT and for the Department as a whole. Mobile Command's primary role is to establish and operate a field command post and provide technical support during events such as Operation 100s, disaster scenes, large scale police emergencies, and at pre-planned events.

iii.SWAT Medic

This unit covers sworn personnel with medical certification who are deployed with SWAT upon situational need and request.

2.Strategic Information Center (SIC)

SIC provides analysis of crime statistics and serves as the focal point for intelligence information gathering, assessment and disbursement. The information gathered assists investigative, administrative and patrol functions of the Department.

a.Joint Terrorism Task Force (JTTF)

The MPD assigns officers to serve on the (Federal) Joint Terrorism Task Force (JTTF). The Task Force coordinates information that may involve potential terroristic activity and threats to national security.

finitions

- **Bodily Harm**: Physical pain or injury, illness, or any impairment of physical condition.
- **Chemical Munition**: Munitions designed to deliver chemical munition agents from a launcher or be propelled by hand. (P&P 5-313)
- **Civil Disturbance**: A civil disturbance, also known as civil disorder or civil unrest, is when a gathering or assembly becomes violent or involves a collective threat of imminent violence, including but not limited to, assaults, significant property damage, arson fires, and bodily injury to people.

- **Confidential Informant**:

  A person who cooperates with a law enforcement agency confidentially in order to protect the person or the MPD's intelligence gathering or investigative efforts, and:

  1. Seeks to:

     a. Avoid arrest or prosecution for a crime; or

     b. Mitigate punishment for a crime in which a sentence will be or has been imposed; or

     c. Receive a monetary or other benefit;

  2. Is able, by reason of the person's familiarity or close association with suspected criminals, to:

     a. Make a controlled buy or controlled sale of contraband, controlled substance, or other items that are material to a criminal investigation;

     b. Supply regular or constant information about suspected or actual criminal activities to a law enforcement agency;

     c. Otherwise provide information important to ongoing criminal intelligence gathering or criminal investigative efforts.

- **Court-Related Overtime**: Any compensatory time or paid overtime earned as a result of a court trial or court-related activity.

- **Crisis**: An event or situation where a person's safety and health may be threatened by behavioral health challenges, to include mental health conditions, intellectual or developmental disabilities, substance use, or overwhelming stressors. A crisis can involve a person's perception or experience of an event or situation as an intolerable difficulty that exceeds the person's current resources and coping mechanisms and may include unusual stress in their life that renders the person unable to function as they normally would.

- **Critical Incident**:

  An incident involving any of the following situations occurring in the line of duty:

  - The use of Deadly Force by or against a Minneapolis Police Officer
  - Death or Great Bodily Harm to an officer
  - Death or Great Bodily Harm to a person who is in the custody or control of an officer
  - Any action by an officer that causes or is intended to cause Death or Great Bodily Harm

- **Crowd Control**: Techniques used to address unlawful public assemblies.

- **Crowd Management**: Techniques used to manage lawful public assemblies before, during, and after an event. Crowd management can be accomplished in part through coordination with event planners and group leaders, permit monitoring, and based on the specific circumstances presented and in light of prior crowd events.

- **Demonstration**: An assembly of people organized primarily to engage in First Amendment activity. They include, but are not limited to, marches, protests, and other assemblies intended to attract attention.

- **Firearms/Ammunition/Firearm Accessories**: A device that projects either single or multiple projectiles at high velocity. Ammunition is a term meaning the assembly of a projectile and its propellant. Accessories include but are not limited to holsters, gun cases, firearm optics, suppression devices, cleaning supplies, etc.

- **Forfeiture**: The process by which legal ownership of an asset is transferred to a government or other authority.

- **Health and Safety Coordinator**: The MPD's Health and Safety Coordinator (HSC) is the designated point of contact for communications between Hennepin County Medical Center's (or other clinic/local hospital) Infection Control Unit and the MPD.

- **Investigation**: A structured process of gathering, examining, and evaluating facts and evidence to determine what occurred, assess compliance with laws and policies, and support appropriate actions or decisions.

- **Investigators**: All persons from the MPD Homicide unit and Internal Affairs unit who are conducting an investigation of the Critical Incident, unless other Criminal Investigating and Administrative Investigating Entities have been designated by the Chief of Police or their designee.

- **Juvenile**: An individual who is under the age of eighteen (18) years.

- **Luring**:

  The act of Luring occurs when a person draws or leads or attempts to draw or lead a child away from:

  1. The supervision of the child’s parent, guardian or teacher without their consent,

  2. From the child’s planned route or destination.

- **MECC**: Minneapolis Emergency Communications Center is the city's 911 center that answers emergency and non-emergency calls and coordinates the appropriate response by public safety services.

- **Munitions**: Types

  Chemical Agent Munitions: Munitions designed to deliver chemical agents from a launcher or be propelled by hand.

  Less-Lethal Impact Munitions: Impact munitions which can be fired, launched, or otherwise propelled.

  Direct Fired Munitions: Less-lethal impact munitions that are designed to be direct fired at a specific target.

  Indirect-Fired Munitions: Less-lethal non-direct impact munitions that are discharged toward a surface in front of a target, intended to impact the subject following contact with the surface.

- **Planned Event**: An event with adequate notification, designated Incident Command structure, pre-committed resources, operational planning and an approved Incident Action Plan (e.g. Aquatennial, festivals, protests, and protection details).

- **Police Report**: A report or statement in a report that sets forth the officer's account of an incident and is entered into the MPD's Records Management System.

- **Public Information Officer**: Disseminates information to the public and media.

- **Runaway**: An unmarried child under the age of 18 years who is absent from the home of a parent or guardian or other lawful placement without the consent of the parent, guardian, or lawful custodian.

- **Search Warrant**: A document issued by the Court authorizing the police to enter and search a person, premises, location or vehicle for purposes of evidence recovery.

- **Sex Trafficking**:

  Sex trafficking means:

  1. Receiving, recruiting, enticing, harboring, providing or obtaining by any means an individual for prostitution; or

  2. Receiving profit or anything of value, knowing or having reason to know it is derived from an act of prostitution.

- **Sexual Assault**: Sexual contact or penetration with another person in a criminal manner as identified in MN Statute sections 609.342 to 609.3451.

- **Social Media**: An internet site or application where users create and share content and participate in online communities and conversations, in the form of a page, profile, account,

group or other presence. These include, but are not limited to, blogs, forums, chat sites, Facebook, Twitter, Instagram, Nextdoor, LinkedIn, Reddit, and YouTube.

- **Source Individual**: Source Individual (SI) is an individual, living or dead, whose blood, tissue, or potentially infectious body fluids may be a source of bloodborne pathogen exposure to another person. Examples include, but are not limited to, a victim of an accident, injury or illness, or a deceased person.

- **Special Weapons and Tactics Team**: A specialized police unit trained and equipped to handle high-risk situations beyond the scope of regular patrol, such as armed barricades, hostage rescues, and high-risk warrant service.

- **Subpoena**: An official court order for an individual to appear in court. The Subpoena remains in effect until the case is over or the Issuing Authority excuses the individual under Subpoena.

- **Use of Force**:

  An intentional contact, directly or indirectly (such as through a weapon or force device), with someone's body, that causes pain or injury or restricts, controls or directs someone's movement. Intentionally placing someone in fear of such contact or threatening such contact can also constitute force. This includes, but is not limited to:
  - The use of any weapon, substance, vehicle, equipment, tool, device or animal that inflicts pain or produces injury.
  - Any physical strike to any part of the body.
  - Any physical contact or threat of contact by the member or a weapon that causes or threatens to cause pain or injury.
  - Any physical contact or threat of physical contact by the member that results in physical restriction or manipulation of movement.
  - Unholstering or displaying a weapon when engaged with a subject or subjects, or pointing a weapon at a person.
- **Vulnerable Adult**:

  As defined by MN Statute section 626.5572 Subd. 21, a **Vulnerable Adult** is any person 18 years of age or older who:

  1. Is a resident or inpatient of a facility (as defined in MN Statute section 626.5572 Subd. 6);

  2. Receives services at or from a facility required to be licensed to serve adults under MN Statute sections 245A.01 to 245A.15,
     except that a person receiving outpatient services for treatment of chemical dependency or mental illness, or one who is committed as a sexual psychopathic personality or as a sexually dangerous person under MN Statute chapter 253B, is not considered a vulnerable adult unless the person meets the requirements of clause 4;

  3. Receives services from a home care provider required to be licensed under MN Statute sections 144A.43 to 144A.482; or from a person or organization that exclusively offers,

provides, or arranges for personal care assistance services under the medical assistance program as authorized under MN Statute sections 256B.0625 Subd. 19a, 256B.0651 to 256B.0654, and 256B.0659;

4. Regardless of residence or whether any type of service is received, possesses a physical or mental infirmity or other physical, mental, or emotional dysfunction:

    a. That impairs the individual's ability to provide adequately for the individual's own care without assistance, including the provision of food, shelter, clothing, health care, or supervision; and

    b. Because of the dysfunction or infirmity and the need for assistance, the individual has an impaired ability to protect the individual from maltreatment.

- **Workforce Director**: A computer information system that provides employee scheduling and timekeeping functions, personnel data management, training management, inventory management, Internal Affairs management, performance reviews, recruiting, and support for Field Training Officer programs.