



Commission on Accreditation for
Law Enforcement Agencies, Inc.
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September 14, 2017

Mr. Mark Nelson
Chief of Police
Grand Forks Police Department
P.O. Box 5548
Grand Forks, ND 58206-5548

Dear Chief Nelson:

CALEA Accreditation represents a commitment to professional excellence. The work of your organization toward attaining this internationally recognized credential is indicative of sound leadership, as well as practitioner support of adherence to standards.

The report accompanying this transmittal is provided only to the chief executive officer and represents observations and findings from the most recent standards-based review of the organization. It is important to review this document in its entirety with specific attention to any matter indicating compliance concerns, required policy/practice adjustments, or outcomes not reflective of the intent of standards. The Commission will use this document as the primary resource in considering your organization for accreditation. To that end, you or a qualified representative(s) should be prepared to address information contained in this report and respond to inquiries by Commissioners

The Grand Forks Police Department is scheduled for a Review Committee Hearing at the next Commission Conference in Jacksonville, Florida on November 18, 2017. While the Commission does not require your attendance at this hearing, your participation helps ensure a comprehensive understanding of issues impacting your agency's candidacy. An Awards Banquet for successful organizations will occur in the evening following the Review Committee Hearing.

CALEA is *The Gold Standard for Public Safety Agencies* and we are honored to have your organization participate in this highly regarded process.

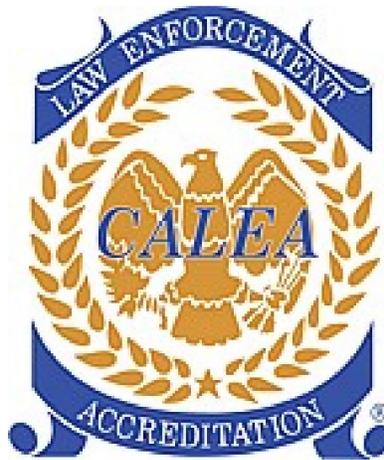
Sincerely,

A handwritten signature in black ink that reads "W. Craig Hartley, Jr." in a cursive script.

W. Craig Hartley, Jr.
Executive Director



Grand Forks (ND) Police Department
Assessment Report



2017

**Grand Forks (ND) Police Department
Assessment Report
June 25-28, 2017**

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A. Agency name, CEO and AM

Grand Forks (ND) Police Department
122 South 5th Street
Grand Forks, ND 58201

Mark A. Nelson, Chief of Police
Lt. Derik Zimmel, Accreditation Manager

B. Dates of the On-Site Assessment

June 25-28, 2017

C. Assessment Team

1. Team Leader: Chief Michael J. DICKEY
Fairfield Police Department
5230 Pleasant Avenue
Fairfield, OH 45014
(513) 867-6015
mdickey@fairfield-city.org

2. Team Member: Chief Reynolds E. DENSMORE
Johns Creek GA Police Department
11445 Johns Creek Parkway
Johns Creek, GA 30097-1519
(678) 474-1551
ed.densmore@johnscreekga.gov

D. CALEA Program Manager and type of On-site:

Timothy Basinger, Program Manager

Initial Reaccreditation, C size (84 police officers and 15 fulltime civilian employees)

5th edition Advanced Law Enforcement Accreditation

The agency uses PowerDMS software

E. Community and Agency Profile:

1. Community Profile:

Established at the fork of the Red Lake and Red Rivers, originally as a meeting and trading location for Native Americans and fur traders, Grand Forks was officially incorporated in 1881 and is now the third largest city in the State of North Dakota. Grand Forks covers 27.14 square miles with a population of approximately 59,300.

Across the Red River is the Minnesota community of East Grand Forks with its population of approximately 8,950. Grand Forks and East Grand Forks sit at the crossroads of two major transportation routes, Interstate 29 and Highway 2, which serve the expansive oil development in western North Dakota and bringing Canadian visitors to our communities. Grand Forks and the State of North Dakota are one of six sites to test unmanned aerial systems (UAS) for integration into the National Airspace by the Federal Aviation Administration.

Grand Forks Air Force Base is located 15 miles west of Grand Forks. The airbase began its mission in 1957 as a Strategic Air Command facility supporting an intercontinental ballistic missile field spread across the northeast quadrant of North Dakota, alert B-52 aircraft, a refueling mission, and robust mission support facilities. The current mission serves the Air Combat Command deploying unmanned aerial systems worldwide.

The University of North Dakota, located in Grand Forks, has an annual enrollment of approximately 15,000 total students. UND is the oldest and largest university in the state serving its mission in liberal arts, business, education, law, medicine, engineering and mines, nursing, fine arts, aerospace, and international studies. The School of Law is the state's only law school. The John D. Odegard School of Aerospace Sciences is nationally acclaimed for its achievements in aviation education, atmospheric research, space studies, and computer science applications.

Dr. Michael R. Brown serves as the mayor of Grand Forks. Serving since 2000, Mayor Brown has identified the "Grand Forks Promise" as creating a safe community; an affordable place to live and competitive place to do business; a community with a commitment to its youth; a healthy community with robust recreational and cultural experiences; and a community with opportunities to be engaged.

Grand Forks is divided into seven wards. Each ward is represented by a council member with individual leadership roles on a variety of committees and community initiatives.

Grand Forks has recently been recognized as the fifth best college town in the United States by Schools.com (2017); as the 28th ranked best place to live by livability.com (2016); and ranked in the Top Ten of Best Defense Communities (2016).

The City of Grand Forks is one of 200 communities nationwide providing resettlement services to refugees. Since 2006, 4,707 refugees have resettled in North Dakota. Of those, 951 (20.2%) have resettled in Grand Forks making this city that second largest resettlement community in North Dakota. Most of the refugees are from Bhutan, Somalia, Iraq, and the Democratic Republic of Congo. As will be explained later in this report, the Grand Forks Police Department has taken extraordinary steps to assist these refugees in settling in the community.

2. Agency Profile:

The Grand Forks Police Department (GFPD) consists of 88 full-time sworn officers and 15 full-time civilian personnel. The police department is structured under three primary work centers: the Office of the Chief of Police, and two divisions each commanded by a Deputy Chief of Police.

The Office of the Chief of Police is under the direct command of Chief Mark Nelson who is assisted by an Administrative Specialist – Senior. This office oversees payroll, Narcotics Task Force grant management, and budget related technical services in addition to the normal duties of the chief's office. Professional Standards is located in this work center. Its responsibilities include management of internal affairs, policy development and directives, grant administration, public information functions, and the accreditation management function.

The Operations Division, led by Deputy Chief Michael Ferguson, consists of Uniformed Patrol, Criminal Investigations, and Specialized Resource Bureaus. Deputy Chief Ferguson is a graduate of the Northwestern University Center for Public Safety's School of Police Staff and Command and FBI Law Enforcement Executive Development Association (FBI LEEDA).

Uniform Patrol Bureau: Lt William Macki leads nine sergeants, forty-seven corporals/sergeants, and two community service officers. He is a graduate of the Northwestern University Center for Public Safety's School of Police Staff and Command and FBI LEEDA. The Uniform Patrol Bureau is the most visible representative of the GFPD. Officers work 10 hour shifts with three sergeants co-leading each of the three patrol shifts.

Criminal Investigations Bureau: Lt Brett Johnson leads two sergeants, nine investigators, and two investigators assigned to the Regional Narcotics Task Force. He is a graduate of IACP Leadership in Police Organizations (LPO) and FBI LEEDA. The Criminal Investigations Bureau completes comprehensive investigations of personal and property crimes, internet crimes against children, street crimes, and other computer based crime initiatives.

Specialized Resource Bureau: Lt. Jeremy Moe leads one sergeant, four community outreach officers, three school resource officers, and one sector trust officer. He is a

graduate of IACP LPO. This bureau is tasked to implement traditional and non-traditional strategies designed to enhance community quality of life by reducing crime and the fear of crime. In addition, this bureau houses specialized departmental resources, such as special operations group teams, and specialized patrol resources such as snowmobiles, bicycles, and ATVs, and the like.

The Administrative Division is led by Deputy Chief James Remer, and provides support services to the Operations Division, regional law enforcement agencies, and the citizens of Grand Forks. He is a graduate of the Northwestern University Center for Public Safety's School of Police Staff and Command and the 243rd session of the FBI National Academy

Human Resources Bureau: Lt Gregory LaHaise facilitates sworn officer recruitment, the internship and college work study program with the University of North Dakota, employee retention, promotional processes, workplace safety, Civil Service Code compliance, and coordination of all personnel related matters with the City of Grand Forks Human Resources Office. He is a graduate of IACP LPO and FBI LEEDA. Sergeant Jason Dvorak is assigned as the Training Sergeant.

Records Administration Bureau: Ms. Penny Johnson serves as the Records Supervisor leading six police records specialists and interns/work study personnel. This bureau is responsible for the archiving and maintaining official reports, telephone and walk-up inquiries, release of information requests, the records management system, and generates requested statistical data.

Facilities and Equipment Bureau: Lt Dwight Love leads a Fleet Manager, Evidence Coordinator, Quartermaster, and two building maintenance personnel. He is a graduate of the 266th Session of the FBI National Academy and FBI LEEDA. This bureau maintains physical facilities, vehicles, equipment, and is responsible for major item acquisition. Additionally, the facility bureau manages the indoor and outdoor firing ranges as well as the working relationship with the growing numbers of federal, state, and local agencies using the ranges.

The Grand Forks Police Department has a current fiscal year budget of approximately \$11.3 million. The agency's main headquarters also houses the Grand Forks County Sheriff's Office, the Grand Forks Regional Public Safety Answering Point, and Grand Forks County Emergency Management/Emergency Operations Center.

Additionally, the agency uses several geographically spaced structures for a variety of purposes. The Robert Martin Annex is named in memory of Officer Martin's duty-related death in 1966. The Annex is a repurposed fire station and houses the Grand Forks Regional Special Operations Group (SOG) and related vehicles and equipment. SWAT and Crisis Negotiations, as well as bike patrol, canine, and Uniform Patrol Bureau (UPB), all use the facility for storage, locker rooms, offices, work rooms, and briefing rooms.

In addition to the annex, the agency shares the Grand Forks Public Safety Center facility with two other city departments; the Grand Forks Fire Department, and Grand Forks Mosquito Control. This 27 acre facility provides training and storage, and houses two convertible classrooms, an outdoor firing range and training area, and garage storage for snowmobiles, ATVs, UTV, and Bomb Squad vehicles.

3. Demographics

The demographic composition of the service area and agency are represented in the following table:

	Service Population		Available Workforce ¹		Current Sworn Officers		Current Female Sworn Officers		Prior Assessment Sworn Officers		Prior Assessment Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
Caucasian	47,085	86%	28,734	88%	82	98%	9	11%	79	96%	10	12%
African-American	1,368	2%	659	2%	1	1%	0	0%	2	2%	0	0%
Hispanic	1,843	3%	954	3%	1	1%	0	0%	1	1%	0	0%
Other	4,648	8%	2,180	7%	0	0%	1	1%	0	0%	0	0%
Total	54,944	100%	32,527	100%	84	100%	10	12%	82	100%	10	12%

Of the 84 commissioned positions filled at the time of the on-site assessment, 82 (98%) are Caucasian, one (1.0%) is African-American, and one (3.0%) is Hispanic. The available workforce is estimated at 88 percent Caucasian, two (2.0%) percent African-American, three (3.0%) percent Hispanic, and seven (7%) percent Other ethnicity. The agency's ten female officers represent twelve (12.0%) percent of the workforce.

4. Future issues

Challenges before the Grand Forks Police Department include the need for an updated radio system, addressing the increasing opiate crisis and subsequent increase in certain types of crimes, and defining a comprehensive strategy for the long-term sworn and non-sworn staffing needs of the agency.

Interoperable Police Radio System: The agency must commit to, and embark upon, a leadership role in planning and procuring an updated interoperable police radio system. The existing system does not allow true interoperable radio communications, and its basis design and infrastructure is outdated. The State of North Dakota has devised a plan to update all radio infrastructure state-wide. This will require considerable funding and political support.

¹ Service population and available workforce data obtained from Job Service of North Dakota. Sources cited were the U.S. Census Bureau 2010-2014, American Community Survey 5-Year Estimates, and American FactFinder Tables DP05, S2301.

Opiate Crisis: The community of Grand Forks is experiencing a dramatic increase in opiate-related overdoses and related deaths as seen nationwide. The GFPD has worked diligently to provide public safety warnings and education. The problem remains. The community of Grand Forks has now mobilized, and the GFPD should remain an active participant in all strategies to address this crisis. The crisis itself touches all aspects of law enforcement, from preservation of life to reducing personal and property crimes. The agency's role in combating the crisis may be reflected in its Mission Statement and Core Values.

Sworn and Non-Sworn Staffing Strategy: Cumulative moderate community growth, expansion of the community's footprint, associated workload, and response requirements are beginning to strain both the sworn and non-sworn resources of the agency. While the GFPD has consistently monitored the impact of community growth, we will need to develop a more comprehensive long-term growth strategy for consideration by community leaders.

The Grand Forks Police Department is committed to serving its community as a professional and results-oriented law enforcement agency. It has chosen to strive to maintain its national accreditation through the Commission on Accreditation of Law Enforcement Agencies as a reflection of that commitment to professional excellence.

In addition, the GFPD has taken positive steps to better serve the community. In 2016, the agency first developed and deployed the Sector Policing Concept, in an effort to return to the community partner "beat cop" roots of community policing. This concept identified various volunteer officers from each patrol shift for permanent assignment to the same patrol sector. The goal of this program is to enhance sector responsibility for crimes, traffic safety issues and community concerns.

In 2017, the agency developed and deployed the Sector Trust Officer concept in an effort to more effectively positively engage the community. Some of the duties of these officers will be to establish a Citizen's Police Academy; facilitate the Grand Cities Community Celebration event in the fall; serve as Homeless Liaison, Housing Liaison, Explorer Program Coordinator, and Youth Commission Liaison; and more. As these roles continue to develop, GFPD expects that its relationship and sense of partnership with the citizens of Grand Forks will continue to grow and strengthen.

5. CEO Biography

Chief Mark A. Nelson was appointed to his current position in 2014. He has a long career in law enforcement and public service commencing with U.S. Army Reserve service in 1982. He enlisted in the North Dakota National Guard in 1995 where he currently holds the rank of Command Sergeant Major (E-9).

In 1984 he was appointed to the Ward County Sheriff's Department where he served as a corrections officer and deputy sheriff.

In 1988 he was appointed to the Grand Forks Police Department where he has served in almost every position culminating in his appointment as chief. As a patrol officer he was a Field Training Officer, SWAT operator, and Crime Prevention Officer. He was promoted to sergeant in 1998, and later promoted to lieutenant in 2001. As a lieutenant he led each of the bureaus for varying lengths of time. In 2014 he was promoted to captain which is now designated as deputy chief. During this period he led both the Operations and Administrative Bureaus.

Chief Nelson holds a BS in Criminal Justice from the Minot State University. He is a graduate of both the Northwestern University of Police Staff and Command and the FBI National Academy.

His professional affiliations include the IACP, the North Dakota Chiefs of Police Association where he serves as third vice-president, the Minnesota Chiefs of Police Association, FBI-LEEDA, and the FBI National Academy Association.

In addition, Chief Nelson participates in a number of community service organizations. He is the District Chair for the Lake Aggasiz District, Boy Scouts of America; Vice-President of the Public Safety Answering Point Board, Executive Board Member of the Community Violence Intervention Center, and maintains membership in a variety of similar organizations.

F. Public Information Activities

Public notice and input are the cornerstones of democracy and CALEA accreditation. This section reports on the community's opportunity to comment on their law enforcement agency and to bring matters to the attention of the Commission that otherwise may be overlooked.

a. Public Information Session

The Public Information Session was held in the Media Room on Monday June 26, 2017 at 6:00 p.m. Two members of the public addressed the panel. Both were very complimentary of the Grand Forks Police Department.

b. Telephone Contact

The public call-in session was held from 1:00 p.m. to 3:00 p.m. on Tuesday, June 27, 2017. One call was received.

Chief Don Donlin of the Bismarck ND expressed great appreciation for the GFPD and appreciated the support provided in recent demonstrations. He stated that the agency is well respected throughout the state.

c. Correspondence

The team received ten letters of support. All contained positive comments urging reaccreditation for this agency. A sampling of the comments follows:

Grand Forks County Sheriff Robert Rost stopped by the team room in person to convey his respect for the Grand Forks Police Department. He described a very positive working relationship with all aspects of the police department. Sheriff Rose is also a member of the Grand Forks Optimist Club and presented a letter describing the various activities the club has in partnership with the Grand Forks Police Department.

Kaylonnie Conley of the North Dakota Bureau of Criminal Investigation wrote "The team of the Grand Forks Police Department has always been helpful and quick to respond when an issue needs to be addressed...anything from answering an administrative question to track down an (sexual) offender that may not be compliant with registration."

Sheriff David C. Walcher, Arapahoe County CO, wrote "I support the Grand Forks Police Department in their reaccreditation efforts, and endorse the organization, as well as Chief Mark Nelson's efforts to achieve national reaccreditation..."

Chief Robert L. Ticer, Loveland CO Police Department, stated "It is with both pleasure and a great deal of respect that we recommend the Grand Forks Police Department for re-accreditation..."

Chief Michael Hedland, East Grand Forks Police Department, wrote: "The Grand Forks Police Department is a highly professional agency that exhibits the qualities its residents both serve and expect..."

Becky Jacobs, formerly a reporter for the *Grand Forks Herald*, described at length a very positive working relationship with the GFPD. She stated "When I left my job at the *Grand Forks Herald*, one of the things that I was most sad about was not working with the GFPD anymore. I had a great professional relationship with them, and I was nervous how other departments in Indiana would be to work with. When I arrived at my new job, GFPD set the bar high for what I expected out of police departments."

Jason Hibbs, Assistant News Director for WDAZ in Grand Forks stated "I have worked here for more than a year, and am continually impressed by the transparency, friendliness, and readiness of the GFPD."

d. Media Interest

No media contacts were made by the team during this assessment.

e. Public Information Material

The agency promoted the assessment team visit within the community. The press release included notice of the telephone call-in period along with the telephone number. The agency also provided the Commission's address with an invitation to submit written comments.

f. Community Outreach Contacts

During the course of this on-site the assessors were able to speak with members of the police and fire departments, city officials including the mayor and president of council, and members of the public as circumstances permitted. There were numerous positive comments received. A number of these contacts were with service providers such as hotel staff, restaurant services and similar individuals not related to government operations.

G. Essential Services

Law Enforcement Role, Responsibilities, and Relationships and Organization, Management, and Administration (Chapters 1-17)

Bias Based Profiling

Traffic Warnings and Citations for 2014

Race/Sex	Warnings ²	Citations	Total
Caucasian/Male	55	2622	2677
Caucasian/Female	46	1744	1790
African American/Male	2	307	309
African American/Female	1	68	69
Hispanic/Male	NA	NA	NA
Hispanic/Female	NA	NA	NA
Asian/Male	0	55	55
Asian/Female	1	17	18
Other	67	541	608
Total	172	5354	5526

² Data for Hispanics is not separately available from Caucasians.

Traffic Warnings and Citations for 2015

Race/Sex	Warnings	Citations	Total
Caucasian/Male	55	2099	2154
Caucasian/Female	41	1424	1465
African American/Male	4	282	286
African American/Female	2	102	104
Hispanic/Male	NA	NA	NA
Hispanic/Female	NA	NA	NA
Asian/Male	4	44	48
Asian/Female	1	14	15
Other	79	487	566
Total	186	4452	4638

Traffic Warnings and Citations for 2016

Race/Sex	Warnings	Citations	Total
Caucasian/Male	47	2138	2185
Caucasian/Female	30	1484	1514
African American/Male	6	303	309
African American/Female	1	125	126
Hispanic/Male	NA	NA	NA
Hispanic/Female	NA	NA	NA
Asian/Male	1	55	56
Asian/Female	0	17	17
Other	49	479	528
Total	134	4601	4735

Bias Based Profiling Complaints

Complaints	2014	2015	2016
Traffic Contacts	0	0	0
Field Contacts	0	1	1
Asset Forfeiture	0	0	0

In 2015 there was one complaint filed alleging bias-based actions on the part of an officer. The complaint alleged that an officer targeted an individual due to race. The officer was exonerated.

In 2016 three individuals filed a joint complaint alleging improper actions based on race while responding to a noisy party complaint. The complainants, Caucasian and African

American women alleged they were not treated with “dignity and respect.” Body worn camera footage refuted the allegations. One of the complainants acknowledged the letter contained false allegations and they were upset that their party had been disbursed. The complainant sent the officers and department an apology letter.

The Grand Forks Police Department’s policy prohibits bias based profiling in all respects. Training is provided biennially to personnel through a variety of forums including in-service training, roll call training, and other means.

Annual reviews were conducted in each of the three years of this accreditation cycle. The reviews were quite thorough and included reviews of any complaints received, a case-by-case review of asset forfeitures to include and analysis by race and sex, and a review of traffic and field contacts by race and sex. The analysis also included a review of training provided to employees. In 2016 cultural diversity training included a review of refugee resettlement efforts, including a presentation by a refugee now working for a resettlement agency. This presentation was designed to provide officers with a perspective of the difficulties encountered by refugees in the resettlement process.

Use of Force

	Use of Force		
	2014	2015	2016
Firearm	0	0	0
ECW	9	5	1
Baton	1	0	0
OC	1	0	2
Weaponless	130	118	150
Total Uses of Force	141	124	154
Total Use of Force Arrests	77	61	74
Complaints	3	1	0
Custodial Arrests	1508	1488	1681

The agency has a thorough use of force policy supported by training, restrictions, and reporting requirements. Police officers are authorized to carry weapons in accordance with North Dakota Century Code, North Dakota Administrative Code and the Grand Forks City Code.

The agency policy provides that “officers shall use only that force which is deemed necessary, appropriate, and objectively reasonable based on the totality of circumstances of an event.” The policy also mandates that officers “shall use de-escalation techniques and other alternatives to higher levels of force consistent with the training whenever it is objectively reasonable and appropriate to do so before resorting to force and to reduce the need for force.”

The Grand Forks Police Department has authorized the use of various firearms and less lethal devices. Less lethal devices include Electronic Control Device (Taser), Oleoresis Capsicum (OC) spray, the collapsible baton, various models of less lethal launchers, bean bag shotgun, various chemical munitions, and distraction devices. Appropriate training and re-training is required prior use.

Officers are required to qualify quarterly with side arms under the direction of certified firearms instructors. To support the frequency of qualifications, the agency has both indoor and outdoor firing ranges. The GFPD also use a firearms simulator system to provide skill and practice in critical decisions.

The agency conducted a review of use of force matters during each year of this accreditation cycle. The reviews were exceptionally well done comprehensive reviews of all aspects of use of force including application, training, and recommendations for improvement in policy and procedures.

Personnel Structure and Personnel Process (Chapters 21-35)

Grievances

The grievance procedure is established by Grand Forks City Code and detailed in a police department procedure. The annual analysis of grievances was conducted in each of the three years of this cycle. One grievance was filed in 2014, and in fact this grievance is the only grievance in the past six years.

Formal Grievances

Grievances	2014	2015	2016
Number	1	0	0

In 2014 a grievance was filed over the educational points awarded to an employee in a sergeants' promotional process. The grievant wanted extra points assigned to his associate's degree in para-medicine. The chief determined that para-medicine was not sufficiently related to a criminal justice-related degree. The mayor upheld the chief's decision which was not further appealed by the grievant.

The annual analysis of grievances includes a study of potential organizational obstacles that would preclude an employee from filing a cognizable grievance. While none were identified, it is testament to the agency's ability and willingness to look introspectively in conducting its various analyses.

Disciplinary

The Grand Forks Police Department has established high standards of conduct for its employees which is reinforced in its various policies and training activities. Expected level of behavior are established and recognized through an excellent awards program.

A committee annually reviews and makes recommendations for awards which are presented in a ceremony.

Personnel Actions

	2014	2015	2016
Suspension	1	0	1
Demotion	0	0	0
Resignation with Discipline Pending	0	0	0
Termination	0	0	0
Other (Retire/Resignation)	0	3	1
Total	1	3	1
Commendations	70	79	80

Recruitment and Selection

Sworn Officer Selection Activity in the Past Three Years (2014)

Race/Sex	Applications Received	Applicants Hired	Percent Hired	Percent of workforce population
Caucasian/Male	41	0		89%
Caucasian/Female	15	1	7%	
African-American/Male	3	0		2%
African-American/Female	0	0		
Hispanic/Male	1	0		3%
Hispanic/Female	2	0		
Other	4	0		6%
Total	66	1	2%	100%

Sworn Officer Selection Activity in the Past Three Years (2015)

Race/Sex	Applications Received	Applicants Hired	Percent Hired	Percent of workforce population
Caucasian/Male	55	7	13%	89%
Caucasian/Female	12	0		
African-American/Male	0	0		2%
African-American/Female	0	0		
Hispanic/Male	5	0		3%
Hispanic/Female	0	0		

Other ³	4	1	25%	6%
Total	76	8	11%	100%

Sworn Officer Selection Activity in the Past Three Years (2016)

Race/Sex	Applications Received	Applicants Hired	Percent Hired	Percent of workforce population
Caucasian/Male	41	7	17%	88%
Caucasian/Female	5	2	40%	
African-American/Male	3	0		2%
African-American/Female	0	0		
Hispanic/Male	1	0		3%
Hispanic/Female	0	0		
Other	2	1	50%	7%
Total	52	10		100%

The Grand Forks Police Department has a recruitment plan which recognizes its obligation to attempt to match its internal demographics with its service area. The Human Resources Bureau is responsible for the recruiting and hiring process in cooperation with the city's Human Resources Department. The plan has measurable objectives and is reviewed annually. In its 2016 analysis, it was reported that recruiting officers attended sixteen visits for recruiting purposes including to the Fond du lac Tribal Community College in northern Minnesota. The agency has a relationship with the Leech Lake Tribal College with several recruiters attending training and fostering a relationship with the institution. The analysis noted that the agency should attempt to increase the number of colleges where recruiters can visit.

Cultural Liaison Officers provided a good recruitment avenue into the agency's local refugee and related populations. While limited success is observed to date, their efforts have had a positive impact on building relations within the community.

Training

The overall training provided to employees of this department is superb. The training function lies in the Human Resources Bureau is responsible for management and oversight of all training related activities.

In support of its training for safety forces, the City of Grand Forks has provided a relatively new dedicated training facility on a 27 acre site shared with the fire department and mosquito control. The facility is master planned to expand into a full police and fire station and has a firing range, canine training facility, two video training

³ Includes one Asian and three American Indian.

conference rooms, physical fitness room, firearms training simulator, and other personal amenities that would be found in any modern training facility.

Officers are required to complete a minimum of 60 hours continuing education every three years in order to maintain state certification. The training provided by GFPD substantially exceeds this state requirement. Additional in-service training consists of ethics, legal updates, defensive tactics, weapons qualifications, human resource topics such as a review of the sexual harassment policy and similar topics.

Supervisory and leadership training for employees has resulted in a substantial number of ranking individuals being afforded the opportunity for advanced levels of education such as the FBI National Academy, Northwestern University School of Police Staff and Command, FBI-LEEDA, and similar training. In terms of percentage of commanding officers who have attended these levels of courses, the Grand Forks Police Department must be ranked very highly.

Promotions

Sworn Officer Promotions			
PROMOTIONS – 2014-2016			
	2014	2015	2016
GENDER / RACE TESTED			
Caucasian/Male	18	3	15
Caucasian/Female	2	0	0
African-American/Male	0	0	0
African-American/Female	0	0	0
Hispanic/Male	0	0	0
Hispanic/Female		0	0
GENDER/ RACE ELIGIBLE AFTER TESTING			
Caucasian/Male	14	3	10
Caucasian/Female	1	0	0
African-American/Male	0	0	0
African-American/Female	0	0	0
Hispanic/Male	0	0	0
Hispanic/Female	0	0	0
GENDER/ RACE PROMOTED			
Caucasian/Male	2	4	2
Caucasian/Female	0	0	0
African-American/Male	0	0	0
African-	0	0	0

American/Female			
Hispanic/Male	0	0	0
Hispanic/Female	0	0	0

The promotional processes for the various ranks in the Grand Forks Police Department are structured with appointment authority residing with the mayor. Elements of the processes include written testing, interviews, assessment panels, work history reviews, and similar criteria. Appeals to the process may be made through the grievance procedure.

The agency has a rank of Corporal which is considered a promotion however it is non-competitive. Officers meeting the years of service, educational requirements, and rotational assignment requirements can apply for the promotion. A Corporal Review Panel considers the application and forwards a recommendation to the chief as the final approving authority for the department.

Law Enforcement Operations and Operations Support (Chapters 41-61)

The Uniformed Patrol Bureau (UPB) is responsible for normal patrol services within the city. UPB is divided into three patrol shifts. The three shifts allow for overlap of shifts and a rotational schedule so there is constant emergency and non-emergency service provided 24 hours a day. The schedules are prepared in advance and a copy is maintained on the department computer system so all personnel are aware of their scheduled work and off duty days. No preference is given for regularly assigned off duty days as they are determined by the normal rotation. All personnel assigned to a patrol shift, regardless of rank, follow the same established rotational 10 hour shift schedule.

Minimum coverage consists of one sergeant and five officers. Minimum staffing is increased for shifts needs to include a minimum of 12 officers and at least one sergeant on Fridays and Saturdays between 10:00 p.m. and 3:00 a.m. The department has a Corporal rank for those officers who have served a minimum of five years and completed specified training requirements. Once an officer achieves Corporal status, the officer can serve as a supervisor, if necessary, and act as a senior officer in their respective squads and/or units.

The agency has a five year shift rotation plan. Officers are permitted to remain on the same shift for five years. In bidding for the sixth year an officer must bid to another shift or position for that sixth year. Assignment to another shift or position is based upon the needs of the department, work experience, knowledge, skills and abilities, special training and functions. At that point, all else being equal, time in grade may be considered.

The agency has a well-equipped fleet of vehicles equipped with mobile data terminals and video recorders. GFPD uses several special purpose vehicles for specific

assignments and/or weather conditions. The special purpose vehicles include SWAT trucks, bomb squad truck and explosive containment trailer, a HUMVEE, all-terrain vehicles, snow mobiles, and bicycles. All officers assigned to roles requiring use of the specialized vehicles are properly trained and equipment is properly maintained.

The agency also maintains a police canine program to support its patrol function. Three general purpose canine teams provide a high level of service for the community's needs. All required training and equipment was observed. In addition, special recognition was provided to canines that had served the agency and retired after active duty. The agency included a leash and service data on each canine that had served with GFPD on a wall listing all officers. The agency has done an excellent job promoting its history and those who have served GFPD.

The Grand Forks Police Department provides 24 hour investigative coverage with the use of an "on-call" schedule. It also assigns investigators to criminal cases that have solvability factors that would provide a reasonable expectation of a successful outcome.

Within the Criminal Investigations Bureau (CIB) officers and supervisors are assigned to one of several units: Personal and Property Crimes, Criminal Intelligence, Street Crimes, and a narcotics task force.

The CIB is responsible for the collection and maintenance of intelligence and confidential informant files. These records are maintained in locked, fire-proof files to which only CIB supervisors have access. All personnel are encouraged to collect and submit intelligence information. The agency has a standardized form and system to collect and account for this information. Confidential informants are vetted for character and suitability as an asset. A registered informant is assigned a unique identifier to protect true identity.

Directives concerning the investigative process used by both line personnel and specialized personnel offer excellent guidance in procedures to be used. Checklists provide excellent coverage of details to be gathered in investigating deaths.

The agency has an excellent cold case review process. Cases involving death, felony level sexual assault, arson, or missing persons which have not been solved for one year or more are considered cold. The original investigator, unless not currently assigned to CIB, retains responsibility for the case. An annual review of cold cases is conducted by the CIB commander.

Crime Prevention and Community Involvement

The agency's Crime Prevention and Community Involvement function is extensive. It is very clear that this agency's reputation in this area is well deserved. The annual review of programming lists a substantial number of initiatives directed toward vulnerable segments of the community. In 2016 the GFPD established the "Sector Trust Officer"

program, funded by a US Department of Justice COPS grant. Four officer positions were created and tasked with improving service, communications, and relationships in the community. Designated a Cultural Liaison, one officer works with Lutheran Social Services and other community agencies to educate refugees new to the United States. A curriculum was developed to educate these refugees on what to expect from law enforcement in this country and how to properly interact with police. Special attention is given to win the trust of the community since many refugees come from areas where the police are not much more than criminals themselves.

Juvenile Operations

The GFPD Specialized Resource Bureau (SIB) is responsible for the assignment and liaison with the school system and with School Resource Officers (SRO). In addition to the three SRO that focus on the high schools and middle schools, two officers provide liaison services to the elementary schools representing the north and south ends of the city.

One detective from CIB is also assigned to work juvenile investigations.

Victim Witness Assistance

Victim assistance procedures require all members to provide victims with rights and information on the legal process and available services. One specific program discussed during an interview with Krisi Hall-Jiran, Executive Director of Community Violence, was the Violence Intervention Center.

The center, funded by public grants and private donations, is staffed with 64 employees and operates on a \$4.6 million dollar annual budget. Ms. Hall-Jiran stated that the center provides a child safety center for parent/child visits and/or custodial exchanges in a safe and secure environment. A Lethal Assessment Protocol (LAP) has also been developed and implemented with the assistance of law enforcement to identify and reduce the potential for violence in Domestic Violence issues. The staff also provides in-service training for officers on aspects of domestic violence, victim services, and sexual assaults. In addition, Chief Nelson is on the advisory committee for the center. Ms. Hall-Jarin advised the center has a very strong and positive partnership with GFPD.

Crime Statistics and Calls for Service

Crime Statistics	2014	2015	2016
Murder	1	2	1
Forcible Rape	29	40	40
Robbery	15	23	26
Aggravated Assault	81	110	109
Burglary	239	229	312
Larceny-Theft	1266	1359	1405

Motor Vehicle Theft	97	115	140
Arson	6	2	1

Calls for Service

2014	2015	2016
42,069	40,906	46,307

Uniform Crime Report and Calls for Service statistics have been relatively consistent for the past three years. The differences are statistically insignificant and not explainable by any exterior influence.

Vehicle Pursuits

Vehicle Pursuits

PURSUITS	2014	2015	2016 ⁴
Total Pursuits	10	18	14
Terminated by agency	4	5	3
Policy Compliant	10	18	13
Policy Non-compliant	0	0	1
Accidents	2	1	3
Injuries: Officer	0	0	0
: Suspects	2	0	1
: Third Party	0	0	0
Traffic offense	6	9	8
Felony	2	3	3
Misdemeanor	2	2	2

The agency has a pursuit policy that allows officers to pursue certain levels of crimes based on the degree of risk: low, moderate, or high. For example, an officer may pursue a misdemeanor or traffic violator if strong justification exists and the risk is low. A violent felony offender may be pursued through to a high risk degree unless the risks outweigh known threat to the public safety if capture is delayed. An officer in a pursuit is required to provide information about the pursuit to include the offense, direction of travel, speed, etc. and the supervisor is required to make a decision if the pursuit is to be continued or terminated. The officer(s) involved in the report are required to do a pursuit report in addition to any other reports and the incident is subjected to an administrative review.

The agency also has spike strips and officers are trained to use a Pursuit Immobilization Technique (PIT) maneuver.

⁴ Includes one outside agency pursuit that GFPD officers assisted.

The annual pursuit reviews conducted by the GFPD are extensive and very informative. The 2016 review noted that the GFPD was 22 percent below the average in comparing the number of pursuits with other comparable jurisdictions. The policy non-compliance in 2016 was attributable to two backup officers violating certain aspects of the policy while attempting to become engaged in the pursuit. They were “strongly” counseled and retrained. It was noted that both officers had less than one year of service at the time of the policy violation.

Critical Incidents, Special Operations and Homeland Security

The Grand Forks Police Department participates with other regional agencies in order to deploy a Multi-Agency Regional Special Operations Group (SOG). Components of the group for which the agency is responsible include Grand Forks Regional Special Weapons and Tactics (SWAT) team; the Grand Forks Regional Crisis Negotiations Team (CNT); the Grand Forks Regional Bomb Squad; and the Grand Forks Regional Police Service Dog (PSD) team. The Grand Forks County Sheriff’s Office (GFSO) is responsible for the Regional Water Operations Team and the Regional Unmanned Aircraft Systems Team (UAS).

The various teams are well-equipped with extensive training. It is noted that these regional teams have a great deal of area and responsibility given the significant distances between urban areas in North Dakota.

The Grand Forks All Hazards Plan is a product of the Grand Forks Emergency Management Agency (EMA), also housed in the same facility with the GFPD and GFSO. All agency personnel are trained annually on the county’s All Hazard Plan.

Internal Affairs and Complaints against Employees

Complaints and Internal Affairs Investigations

External	2014	2015	2016
Citizen Complaint	5	8	4
Sustained	0	1	0
Not Sustained	1	1	1
Unfounded	1	2	1
Exonerated	3	4	3
Internal	0	0	1
Directed complaint	3	1	4
Sustained	3	1	4
Not Sustained	0	0	2
Unfounded	0	0	0
Exonerated	0	0	2

The agency investigates all officer/staff complaints, to include anonymous ones. Clear directives and procedures are in place for both formal and informal complaints. All employees who are subject of internal investigations are advised of the complaint and all relevant information. If necessary, an employee may be relieved of duty pending the investigation and there is an established time limit of (30) days unless the Chief of Police grants and extension.

The Office of Professional Standards prepares an annual summary for review. The annual summary did not identify any patterns, trends, training or equipment needs or revisions to policy.

Detainee and Court Related Activities; Auxiliary and Technical Services (Chapters 70-84)

GFPD has a temporary booking area located off the sally port. Firearms are required to be secured in lock boxes located outside of the processing area. Interview rooms are available and designated for use in connection with the temporary detention of prisoners. The area has video monitoring capabilities and prisoners may not be left unsupervised.

All prisoners are transported to the Grand Forks County Corrections Center for processing and housing therefore the agency does not have a designated holding area.

The Grand Forks Municipal Court is located in the same building as the County Corrections Center. The Grand Forks County Sheriff's Office (GFSO) has responsibility for overall court security within the Corrections Center. GFPD provides a Bailiff while court is in session, generally from 8:30 a.m. until 10:30 a.m., Monday through Friday. During this assignment, the bailiff is required to be in full-duty uniform and provide security for the courtroom while in session. All prisoner care responsibilities are provided by the GFSO.

Communications

Communications services are provided by the Grand Forks Public Safety Answering Point (PSAP) Communications Center under a joint powers agreement. The PSAP handles 9-1-1 and radio communications services for the Grand Forks police and fire departments, the Grand Forks County Sheriff's Office, and the University of North Dakota Police Department. The PSAP employs a director who is responsible to the PSAP board comprised of representatives of the agencies receiving services, their political bodies, and community representative.

Timestamps are added to the call whenever information is added to the system. Dispatchers can send a message to the unit via computer rather than broadcast over the over the air in appropriate circumstances.

PSAP dispatchers have access to tactical dispatching plans which are maintained in the Communications Center Manual. These tactical dispatching plans provide guidelines to the dispatchers in obtaining information on crimes in progress and in assigning officers to respond.

Dispatchers are authorized to provide emergency first aid instructions over the phone. Dispatchers are trained in and have access to Emergency Medical Dispatch (EMD) to aid in providing instructions over the phone.

The building generator is available for emergency use to ensure continued operation of emergency communications equipment in the event of a power failure. The PSAP itself is protected by a high capacity uninterruptable power supply (UPS) so that there can be no interruption of service during the switchover from public power supply to the generator.

Records

The Records Administration Bureau (RAB) is the processor and central storage point for all original department records. Information contained in these records is available to agency components through the agency's computer network system. Access is controlled based on assignment, usernames, and passwords.

The RAB is located in a secure office area with access limited to limited to personnel on official business. While most records are computerized, paper records are stored in a separately secured room within the RAB.

The RAB is responsible for submission of data to other interested agencies, such as NIBRS. Crime data is submitted to the North Dakota Bureau of Criminal Investigation thence to the FBI data center.

Release of public information is completed pursuant to the North Dakota Center Code. A general guideline on releasable records has been supplied by the North Dakota Attorney General.

The RAB was reviewed in situ by the assessment team leader. It was clearly apparent that the staff takes pride in their work, recognizes the importance of their role, and is dedicated to the accuracy that is necessary in performance of their tasks.

Property and Evidence

Police officers are trained in basic evidence collection techniques and generally process the crime scene. If too complex or time consuming, a CIB investigator may be called in to process the scene.

The written directives for the collection and preservation are thorough and easy to understand. Directives provide officer with specific guidance in collection evidence while on-scene and preserving it for further processing. A sampling of reports demonstrated the detail required while conducting evidence collection activities.

DNA and serology testing is completed by the North Dakota state crime laboratory. The analysis is thorough and the agency receives a written report at the conclusion of testing. Documents demonstrated that materials and substances there were collected from a known source and was submitted to the lab for comparative analysis with the collected physical evidence.

The agency provides secure temporary storage lockers for property and evidence within the evidence storage location that are booked after normal operating hours. Property secured in temporary storage lockers is recovered each workday by the property and evidence custodian. Officers are required to place evidence into the temporary storage lockers prior to the end of shift, with some exceptions noted for extraordinary circumstances.

The agency also has an off-site storage facility which includes a large barn-like structure and fenced impound lot. This facility allows for the long-term storage of large items including several vehicles. The facility was clean, well-organized, and secure.

All inspections during this accreditation cycle were completed and well documented. The latest annual audit conducted in December 2016 showed 12,768 items in the system with approximately 3,000 being considered high risk items. The audit team randomly selected ten percent of the high risk items and five percent of the remaining items for inspection. There were three errors identified and corrected for an error rate of .003 percent.

H. Standards Review:

This section provides specific information on standards found to be in compliance after on-site "adjustments" were made. Adjustments may include modifying agency policies and directives, creating documentation, and an alteration of the physical plant.

This section does not apply.

I. 20 Percent Standards:

CALEA agencies must be in compliance with 80 percent of applicable other than mandatory (O) standards. The agency is free to choose which standards it will meet based on their unique situation

The agency was in compliance with 93 percent of applicable other-than-mandatory (O) standards.

J. Future Performance/Review Issues:

The standards reviewed during this on-site demonstrated a high level of work and performance by the rank-and-file. This department is on a solid foundation that leaves no concern by the assessment team as to future performance issues.

K. Standards Summary Table:

	TOTAL
Mandatory (M) Compliance	309
(M) Noncompliance	0
Waiver	0
Other-Than-Mandatory Compliance	74
(O) Noncompliance	0
(O) Elected 20 percent	6
Not Applicable	95
Total	484

M. Summary:

The Grand Forks Police Department is a professional police service that provides an exceptional variety of services for its size. The assessment team was quite impressed with the level of detail provided in directives and the various inspections and analyses conducted during the years of this accreditation cycle. The dedication to training was evident in the number of ranking officers who have attended the major executive level educational institutions such as the FBI National Academy or Northwestern School of Staff and Command. The training facility shared with the fire department is only rarely found in communities and agencies of this size.

The efforts set forth by all in the Grand Forks Police Department in the area of community relations are commendable. Its program supporting refugee resettlement is a model for other police department in similar situations. GFPD's relationship with the media is positive. It is rare to have media personnel submit letters in support of an agency for reaccreditation.

The assessment team closely examined the written proofs of compliance and interviewed commissioned and civilian employees, community members, and observed many of the agency's operations including its wide variety of vehicles and facilities. Throughout this process the assessment team found the Grand Forks Police Department in compliance with the standards, professional, competent, and community oriented.

The agency has demonstrated continued compliance with all applicable standards and is recommended for reaccreditation by the Commission. It was explained to the agency that the Commission will make the final determination at a future Commission meeting.

A handwritten signature in black ink, appearing to read "Michael J. Dickey". The signature is written in a cursive, flowing style.

Michael J. Dickey
Team Leader