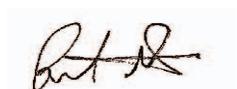


ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 6, 2020
Item No.: 9.k

Department Approval



City Manager Approval



Item Description: Receive Authorization to Accept Minnesota Department of Public Safety Grant Funds – 2020 Pathways to Policing

BACKGROUND

For many years, the Roseville Police Department (RPD) has taken proactive measures to reflect the community we serve through increasing our commitment to diversifying staff, especially police officers. The City of Roseville is an active member of the Government Alliance on Racial Equity (GARE) and strives to employ minorities in law enforcement. RPD’s program specifically seeks non-traditional law enforcement candidates with preference given to candidates who can demonstrate experience living in, interacting with, or organizing diverse communities. Preferences are given to those who are fluent speakers, readers, and writers of the top 5 non-English languages spoken in Roseville: Hmong, Karen, Somali, Spanish, or Thai.

In early 2019, Roseville City Council adopted a resolution supporting RPD’s Commitment to Diversity staffing program in an effort to retain Community Service Officers (CSOs), Cadets and Police Reserve Officers. Given the uncertainty of when an officer vacancy will occur, the Commitment to Diversity program allows RPD to promote a CSO, Cadet, or Police Reserve Officer to a Full-time Police Officer, even if there isn’t a vacancy. Once another vacancy occurs within the Police Department and assuming there is not another Cadet, CSO or Police Reserve eligible to be promoted to an officer, the staffing level of officers will return to its initial complement. This program advances Roseville’s commitment to diversity in the Police Department and further supports the City’s work on equity thru the GARE program by providing opportunities for persons, who are minorities in law enforcement, and have completed all of their prerequisite law enforcement training, to include skills and POST licensure.

In recent years, our most intensive recruitment efforts have focused on Community Service Officers (CSO). The department hires CSOs with the intention that they will become Roseville Police Officers in the future. Once hired, CSOs earn part-time pay (an average 20 hour work week) and retirement benefits while attending a full-time professional peace officer education program of their choice. Upon completion of the education program, trainees must attain POST licensure before transitioning to a full-time Police Officer position.

Participating in the 2020 Pathways to Policing grant would greatly support RPD’s Commitment to Diversity staffing program by reducing financial barriers, as many candidates have second jobs to support themselves and often, their families. This opportunity would provide CSOs the option of additional part-time pay and retirement benefits for time spent attending school (up to 9 hours per

31 week) or reimbursement for coursework fees, books and equipment costs associated with the board-
32 certified Minnesota Professional Peace Officer Education program of their choice. To participate in
33 this opportunity, CSOs must submit a plan from their college showing they can be POST eligible by
34 the grant deadline.

35 The State of Minnesota Grant Contract (Attachment A) has been reviewed and approved by the City
36 Attorney.

37 **POLICY OBJECTIVE**

38 To allow the Roseville Police Department to enter into an 18-month contract, commencing Pathways
39 to Policing grant activities, thereby advancing the City’s commitment to the Government Alliance on
40 Racial Equity (GARE) and the Department’s mission to recruit nontraditional police officer
41 candidates in an effort to better reflect the community served.

42 **BUDGET IMPLICATIONS**

43 The Police Department will cover grant related expenses using forfeiture funds along with any
44 available personnel budgets or from other sources. Each eligible CSO (up to four) can choose to be
45 paid 9 additional hours per week to attend school (~\$18k total over 18 months) or seek
46 reimbursement funds (up to \$18k) for school related expenses incurred over the 18 month grant
47 period. Should the latter option be selected, the Department intends to follow current Roseville City
48 policy on tuition reimbursement. Upon completion of the 18-month grant contract, reimbursement
49 for all eligible grant activities will be requested. Once received, the grant funds will be reimbursed to
50 the internal accounts and other sources. There is no financial obligation or risk to the City of
51 Roseville.

52 **STAFF RECOMMENDATION**

53 Approval was granted September 23, 2019 to apply for the Minnesota Department of Public Safety
54 2020 Pathways to Policing grant (Attachment B). Staff recommends allowing the Roseville Police
55 Department to accept the Minnesota Department of Public Safety grant funding thereby allowing
56 commencement of agreed upon grant related activities in 2020.

57 **REQUESTED COUNCIL ACTION**

58 Authorize the Mayor and City Manager to sign the attached copy of the State of Minnesota Grant
59 Contract (Attachment A) thereby allowing the City of Roseville to accept the grant funding and
60 proceed in accordance with the specified tasks and line-item budget approved by the State of
61 Minnesota.

Prepared by: Sarah Mahmud

Attachment: A: State of Minnesota Grant Contract
B: RCA Approving 2020 Pathways to Policing Grant Application



Grant Agreement

Page 1 of 2

Minnesota Department of Public Safety (“State”) Commissioner of Public Safety Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139	Grant Program: Pathway to Policing Reimbursement Grants 2020 Grant Agreement No.: A-PTP-2020-ROSEVLPD-00006
Grantee: City of Roseville, Police Department 2660 Civic Center Drive Roseville, Minnesota 55113	Grant Agreement Term: Effective Date: 1/1/2020 Expiration Date: 6/30/2021
Grantee’s Authorized Representative: Sarah Mahmud, Police Services Manager City of Roseville, Police Department 2660 Civic Center Drive Roseville, Minnesota 55113 (651) 792-7205	Grant Agreement Amount: Original Agreement \$71,260.00 Matching Requirement \$0.00
State’s Authorized Representative: Claire Cambridge, Grant Manager Office of Justice Programs 445 Minnesota Street Suite 2300 St Paul, Minnesota 55101 (651) 201-7307	Federal Funding: CFDA None State Funding: Minnesota Laws of 2019, 1 st Special Session, Chapter 5, Article 1, Section 12, Subd. 7 Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

Term: Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved Pathway to Policing Reimbursement Grants 2020 Application (“Application”) which is incorporated by reference into this grant agreement and on file with the State at 445 Minnesota Street, Suite 2300, St. Paul, Minnesota 55101-2139. The Grantee shall also comply with all requirements referenced in the Pathway to Policing Reimbursement Grants 2020 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.



Payment: As stated in the Grantee’s Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

Grant Agreement No. A-PTP-2020-ROSEVLPD-00006 / 3-63987

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State’s Authorized Representative

Pathway to Policing Reimbursement Grants 2020

EXHIBIT A

Organization: Roseville Police Department

A-PTP-2020-ROSEVLPD-00006

Budget Summary

PTP 2019: 2020 Pathway to Policing Reimbursement Grant				
Budget Category		Award		
Personnel				
Personnel- Wages		\$30,600.00		
Total		\$30,600.00		
Payroll Taxes and Fringe				
Personnel- Retirement Benefits		\$4,660.00		
Total		\$4,660.00		
Travel and Training				
Education/Training		\$36,000.00		
Total		\$36,000.00		
Total		\$71,260.00		

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2019

Item No.:

Department Approval



City Manager Approval

Item Description: Approve Application for Pathways to Policing Grant from the Department of Public Safety Office of Justice Programs

1 **BACKGROUND**

2 Since 2013, as a way to reflect the community it serves, the Roseville Police Department has sought out non-
 3 traditional law enforcement candidates, hiring qualified Community Service Officers (CSO) who are female
 4 or speak a foreign language, with preference given to Spanish, Somali, Hmong, Karen and Thai, or have
 5 previous experience in living or working with minority communities. The City of Roseville is an active
 6 member of the Government Alliance on Racial Equity (GARE) and strives to employ minorities in law
 7 enforcement. This ongoing hiring practice has yielded quality and diverse CSOs. The Department has a rich
 8 history of hiring CSOs as police officers.

9 The Police Department also includes tuition reimbursement in its annual budget and has facilitated three
 10 SKILLS scholarships from the Roseville Police Foundation for CSOs to continue their state statute mandated
 11 training in order to become police officers.

12 Several years ago, the Minnesota Department of Public Safety Office of Justice Programs offered grants
 13 through a Pathways to Policing Program which was intended to increase non-traditional police officer
 14 candidates. This program required various cities to pool their eligible candidates and the program mandated
 15 candidates attend their SKILLS training at Hennepin Technical College in Brooklyn Park. Pooling candidates
 16 among various larger agencies can produce recruitment challenges and travelling to Brooklyn Park can be
 17 difficult for some candidates. For these reasons and others, the Roseville Police Department did not
 18 participate in the first edition of the Pathways to Policing Program.

19 In 2019, the Department of Public Safety altered the Pathways to Policing Program by eliminating the pooled
 20 hiring processes, Hennepin Technical College as the only SKILLS provider, and other minor alterations
 21 which makes the current version of the Pathways to Policing Program a good fit for the Roseville Police
 22 Department. The 2020 Pathways to Policing Reimbursement grant application deadline is September 27,
 23 2019.

24 Funding the cost of education to include coursework fees, books and equipment, as well as compensating
 25 candidates for time spent attending school (not earning income), a barrier for many non-traditional candidates,
 26 has been a foundation of the Pathways to Policing Program. Through the Pathways to Policing grant, the
 27 Department hopes to eliminate, or at least reduce this barrier by applying for grant funds to reimburse CSOs
 28 for time spent attending school (up to 9 hours per week) or coursework fees, books and equipment costs
 29 associated with the board-certified Minnesota Professional Peace Officer Education program of their choice.
 30 Currently CSOs work an average 20 hour work week and attend college, plus some work an additional part-
 31 time job. To participate in this opportunity, CSO must submit a plan from their college showing they can be

32 POST eligible by the grant deadline. A condition of the grant is candidates must pass their state mandated
33 licensing exam by the grant deadline, June 30, 2021. It is expected all current CSOs will be able to meet this
34 deadline and are eligible for this opportunity.

35 The Police Department will seek \$72k in funding through the Pathways to Policing grant; current operations
36 fulfill the 50% match requirement. Should the grant be awarded, each eligible CSO can choose to be paid 9
37 additional hours per week to attend school (~\$18k total over 18 months) or seek reimbursement funds (up to
38 \$18k) for school related expenses incurred over the 18 month grant period. Should the latter option be
39 selected, the Department intends to follow current City policy on tuition reimbursement with an exception to
40 the maximum amount allowed. The Department plans to request quarterly progress reports of all CSOs
41 participating in RPD's Commitment to Diversity Pathways to Policing program.

42
43 Grant applicants will be notified of awards by November 1, 2019. Grant activities will commence January 1,
44 2020 and end June 30, 2021.

45 **POLICY OBJECTIVE**

46 The Police Department continues to further the mission to reflect the community it serves by applying for a
47 Pathways to Policing Grant. Participating in the Pathways to Policing Program furthers the mission of
48 Government Alliance on Racial Equity (GARE) through recruitment of non-traditional police officer
49 candidates.

50 **BUDGET IMPLICATIONS**

51 The Police Department will cover initial reimbursement costs (up to \$72k) using forfeiture funds along with
52 any available funds from RPD's tuition reimbursement budget or from other sources. Once received, the grant
53 funds will be paid back to the internal accounts and other sources. There is no financial obligation or risk to
54 the City of Roseville.

55 **STAFF RECOMMENDATION**

56 Approve the Police Department's request to apply for a Pathways to Policing Grant.

57 **REQUESTED COUNCIL ACTION**

58 Approve the Police Department's request to apply for a Pathways to Policing Grant.

Prepared by: Chief Rick Mathwig

Attachment: Pathways to Policing RFP