




Interdepartmental Memorandum
CITY OF SAINT PAUL

TO: Council President Amy Brendmoen
Councilmember Mitra Jalali
Councilmember Rebecca Noecker
Councilmember Jane Prince
Councilmember Dai Thao
Councilmember Chris Tolbert
Councilmember Nelsie Yang

FROM: Assistant Chief of Police Robert Thomasse 

SUBJECT: **Federal Trial Update – Preparations & Costs**

DATE: January 12, 2022

Executive Statement

Starting January 20, 2022, the United States Courthouse in downtown Saint Paul (316 Robert Street) will be host to a high-profile federal civil rights violation trial for three former Minneapolis police officers. The police department has been working for weeks—on an incredibly tight timeline— and realigned personnel to plan for this event and will further change staffing and deployment as conditions evolve to meet the primary planning objectives cited within this memo. This staff report to the Saint Paul City Council cites details of the operational planning for this event.

Mission & Objectives

The Saint Paul Police Department has four identified objectives for this event. All planning has been focused on achieving these key outcomes:

1. Maintain Public Safety
2. Preserve First Amendment Rights
3. Protect Critical Infrastructure
4. Prevent Violent Large-Scale Civil Disobedience and Property Damage

Planning Process

The department is closely following the National Incident Management System (NIMS) best practices as published by FEMA and will utilize a unified command structure.

The National Incident Management System (NIMS) guides all levels of government, nongovernmental organizations and the private sector to work together to prevent, protect against, mitigate, respond to and recover from incidents.

NIMS provides stakeholders across the whole community with the shared vocabulary, systems and processes to successfully deliver the capabilities described in the National Preparedness System. NIMS defines operational systems that guide how personnel work together during incidents.

Staffing

The most significant challenge to planning and responding to this event has been meeting staffing needs. The current staffing level listed on the payroll is 547 officers with only 520 deployable. The vacancy challenge is further complicated by the current COVID surge. On January 11, 2022, there were 92 additional people on sick leave.

I describe the workload demands placed on our workforce as critical and most concerning. The department is doing all that it can to rest our employees, provide time off when possible, and offer support through city and department services like the Employee Assistance Program.

The department has adjusted staffing by prioritizing certain service deliveries, planning objectives, and utilizing overtime funds when practical. This, of course, results with several service areas and investigations types not occurring.

The women and men of the SPPD are dedicated professionals and I remain impressed by their resolve and commitment to our city. They are up to the challenge, although it will come at a cost to their personal lives. The SPPD leadership will do all we can to support them.

Partnerships

To help overcome department staffing challenges, the department is leveraging legal agreements established last year while planning for the trial of former MPD officer D. Chauvin. These agreements will allow us to collaborate quickly with surrounding law enforcement agencies to assist in Saint Paul as necessary.

This partnership is referred to as the East Metro Response Group (EMRG). The EMRG is comprised of municipal and county law enforcement agencies in Ramsey, Dakota and Washington Counties and has met as a group regularly since early in 2021.

Staffing from the EMRG has been incorporated into the department's operational plan to assist in key law enforcement roles to supplement SPPD staffing should that be necessary. One key

planning goal is to have EMRG support at the event allowing SPPD officers to respond to 911 calls throughout the city uninterrupted during the duration of the event.

The department is also working closely with the United States Marshals Service, Federal Protective Service, Federal Bureau of Investigation, MN Department of Public Safety, MN Bureau of Criminal Apprehension and the MN State Patrol.

City Departments

Although this is primarily a police event, the department has partnered, and will continue to partner, with several critical city departments. The support provided by department directors and their staff has been nothing less than outstanding. The department is grateful for their support.

There were 12 key sub-planning groups established at the onset of learning of the trial location which has brought city departments together working toward the four key objectives mentioned on page 1.

Operational Phases

The department is utilizing a four-phased operational model standardizing communications between city department and law enforcement partners. This proven planning model has been utilized in other metro events requiring law enforcement coordination.

Phase One (Current Phase)

- Concept of operations development
- Draft operational plans
- Establish mutual aid

Phase Two (Begins January 20)

- Jury selection, trial, deliberations
- Implement increased staffing model
- Command center open
- Daily briefings/Joint Information Center (JIC) opens

Phase Three (Date TDB)

- Verdict
- Command center fully staffed
- Mutual aid invoked
- Verdict staffing plan mobilization
- Department readied for full mobilization

Phase Four (Date TBD)

- Demobilization
- Transition back to normal operations
- Command center closes

Outreach

The SPPD has invested significantly in community engagement specifically related to this event. There have been dozens of stakeholder meetings, in-person and virtual, to assist businesses, residents and key community groups to help understand the city's planning process.

A primary goal of these meetings has been to elicit feedback about our plan to help shape our decisions about key deployment questions. We have been also seeking community partnerships to assist with meeting the primary objectives.

Community partnership and feedback has been fantastic, which has directly influenced how we will deploy in both phase two and phase three.

The department has also developed five one-page public service announcements (PSA's). These PSA's were developed for all groups from those concerned about downtown safety to those who want to show up and let their voices be heard.

City staff have been disseminating these PSA's on the SPPD homepage.

Communication

The SPPD has been working to develop and execute communication plans that include everyone. The City Council, as well as other city leaders, can expect a daily email briefing. The department has established protocols with emergency management who will distribute the daily communication. Emergency management will also distribute daily updates to pre-identified non-city groups in the downtown area and more broadly.

We have contingencies in place to increase the frequency of briefings should conditions warrant them. We welcome your feedback.

In addition, the department has been communicating through the media and social media. There is a section of the SPPD webpage dedicated to information and updates about road closures, parking restrictions, activities outside the federal courthouse and other public safety information the community needs to know.

The city will also open a Joint Information Center (JIC) in partnership with all federal, state, and county agencies to ensure timely information is provided to the media. The primary goal of the JIC is to ensure a complete and accurate message is released by the proper entity.

Cost Estimates

The city has already incurred and will continue to incur costs for this event. There is no way to accurately estimate the total financial impact to the city until the conclusion of the event and all costs can be totaled.

The most significant impact to the city will be payroll costs. The SPPD intends to control overtime costs as much as possible. To accomplish this, the SPPD will shift employees from their normal duties – leaving their positions vacant – to staff positions required for this event. Payroll costs will be a combination of both regular payroll and overtime costs.

The city will also incur costs for services and materials. This spending will be significantly less than payroll costs.

OFS Director McCarthy and his staff have been working with city departments on methods to track all costs associated with this event.

Please let me know if you have any questions or concerns.

Thank you!

Cc: Mayor Melvin Carter
Deputy Mayor Jaime Tincher

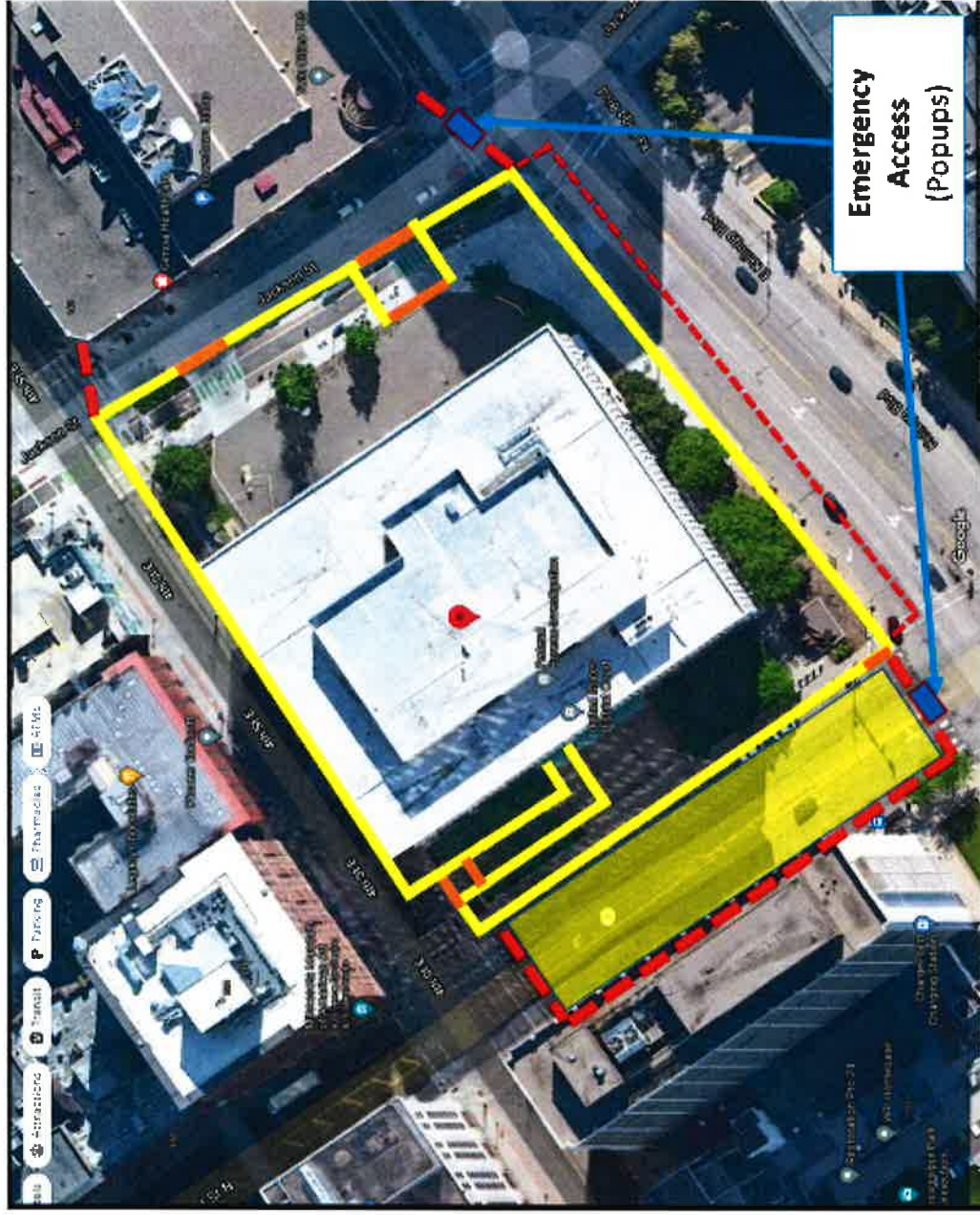
Attachments

Overall View of Perimeter

Perimeter anti scale fence would follow the curb line around the building.

One pedestrian gate in front (Robert St and 4th), three emergency gates at the other three corners and two vehicle gates in the rear (Jackson St)

-  Red is concrete barrier spaced for pedestrians (5 feet)
-  Yellow is anti scale fence
-  Orange are gate locations
-  Yellow fill is public gathering space





Making Your Voices Heard in Saint Paul

The Saint Paul Police Department welcomes those who wish to make their voices heard in Minnesota's capital city. Each year, hundreds of groups visit the city to protest, march and demonstrate—and we're there for all of them.

Our goal is always the same: protect **people, property** and **free speech**.

If you're organizing or attending an event in Saint Paul, please keep the following in mind:

WELCOME

- Exercising constitutional rights
- Peacefully assembling
- Chanting and singing
- Remaining in public areas
- Carrying signs, banners and other peaceful expressions

UNWELCOME

- Protesting on freeways
- Throwing objects
- Setting fires or using illegal fireworks
- Damaging property
- Displaying or using illegal weapons
- Driving recklessly
- Amplified sound without a permit



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Protecting Your Business During Civil Unrest

Businesses may face increased risks during periods of public protests and civil unrest. It's possible that employee safety could be threatened, operations disrupted and property damaged. The Saint Paul Police Department is committed to protecting people and property during unrest—and we need your help. Here are 12 actions you can take to mitigate the risk to your business.

PLAN

- Make sure employees are familiar with your emergency and security plans
- Make sure employee contact information is up to date
- Install uniform interior and exterior lighting
- Install laminated glass or security film to windows and glass doors
- Install security cameras and train employees on how to use it

PREPARE

- Follow mainstream and social media (@sppdmn) for news about anticipated disruptions
- Remain alert for unusual activity and consider removing and/or limiting inventory
- Be prepared to board up windows and doors if protests are planned for your area
- Remove loose items (garbage cans, landscape materials) from parking lots and around building
- Reserve employee parking near the building entrance

PARTNER

Stay connected with your SPPD District

- Western District: Sr. Cmdr. Joshua Lego – 651-266-5622 or Joshua.Lego@stpaul.gov
- Central District: Sr. Cmdr. Jesse Mollner – 651-266-5488 or Jesse.Mollner@stpaul.gov
- Eastern District: Sr. Cmdr. Kurt Hallstrom – 651-266-5929 or Kurt.Hallstrom@stpaul.gov

Contact the SPPD Crime Prevention Unit to schedule a free premise security survey

- Sagal Abdirahman – 651-266-5994 or Sagal.Abdirahman@stpaul.gov
- Patty Lammers – 651-266-5485 or Patty.Lammers@stpaul.gov



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See Something Concerning? Call Us!

Each year, hundreds of groups visit Saint Paul to protest, march and demonstrate—and everyone is welcome if they are peaceful. The goal of the Saint Paul Police Department is always the same: protect people, property and free speech.

And you can help.

If you see something concerning while you're out and about in the capital city, please contact the Saint Paul Police Department's Special Operations Unit so we can help keep events peaceful and people safe.

Contact Us If You See Something Concerning

- Shields
- Sharpened sticks or other homemade materials that could be used as weapons
- Large pieces of wood or bats with nails sticking out of them
- Piles of bricks, rocks, pieces of asphalt, concrete, pellets or ball bearings
- Containers filled with flammable liquid, bodily fluids or other noxious matter
- Vehicles without license plates
- Anything that strikes you as out of the ordinary and can be used in a destructive manner

These items are sometimes used to turn peaceful protests into violent, dangerous and destructive events that put people and property at risk. If you see people walking around with them or if you see them piled up in conspicuous or inconspicuous places, contact the SPPD Special Operations Unit.

Call Us: 651-266-5963

Email Us: sppd-sou@ci.stpaul.mn.us

If you're in an emergency or need help, please call 911.

Thank you for helping us keep Saint Paul safe for everyone!



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5 Ways You Can Help Us Keep Saint Paul Safe—For Everyone!

Each year, hundreds of groups visit Saint Paul to protest, march and demonstrate—and everyone is welcome if they're peaceful. The goal of the Saint Paul Police Department is always the same: protect people, property and free speech.

And you can help.

If you're a contractor working in the city, we're asking you to take these five steps to help us keep Saint Paul safe for everyone.

1. Report Suspicious Activity

If you see something that's not quite right, call us so we can check it out.

2. Secure Your Site

Make sure lumber, steel and other materials are locked up safe and secure.

3. Lock Up Your Dumpsters

Don't let someone use the debris in your dumpster as a projectile during a protest.

4. Keep an Eye Out for Accumulation

Stacks of bricks, rocks and pieces of concrete can be a safety hazard during protests.

5. Watch for Vehicles Without License Plates

Cars, trucks and SUVs without license plates should be reported.

Contact the SPPD Special Operations Unit If You See Something Concerning

Call Us: 651-266-5963

Email Us: sppd-sou@ci.stpaul.mn.us

If you're in an emergency or need help, please call 911.

Thank you for helping us keep Saint Paul Safe for everyone!



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Parking Lot and Ramp Safety Tips

Each year, hundreds of groups visit Saint Paul to protest, march and demonstrate—and everyone is welcome if they are peaceful. The goal of the Saint Paul Police Department is always the same: protect people, property and free speech.

Sometimes, protests and large gatherings of people occur in an around parking lots and ramps, which can cause concerns for people who need to park or get to their vehicles.

Steps you can take to safely park your vehicle:

- Park in well-lit areas
- Stay aware of your surroundings
- Limit distractions such as using your cell phone or wearing headphones
- Have your keys ready
- Keep valuables with you or at home
- Request a security escort if available

If you're in an emergency or need help, please call 911.

Thank you for helping us keep Saint Paul safe for everyone!



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